DATE: November 23, 2026
TIME: 12:00 pm
LOCATION: CAPK Administration Office
1300 18th St., 3rd Floor Board Rm.
Bakersfield, CA 93301

Board of Directors Meeting Agenda

I. Call to Order

a. Pledge of Allegiance

b. Reading of the Promise of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

c. Roll Call

Maritza Jimenez (Chair)	Victoria Davis	James Osborne
Denise Boshers (Vice Chair)	Curtis Floyd	Chris Parlier
Gina Martinez (Secretary)	Geovany Lizarraga	Gema Perez
Fred Plane (Treasurer)	Jonathan Mullings	Guadalupe Perez
Rebecca Banke	Rocio Munoz	Manuel Vieyra

II. Introduction of Guests / Public Forum

The public may address the Board of Directors on items not on the agenda but under the jurisdiction of the Board. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

III. Special Presentations

a. Blue Zones and CAPK Head Start: The Charlie Cart Project– presented by Yolanda Gonzalez, Director of Head Start/State Child Development; Cynthia Rodriguez, Head Start Education Manager; and Maria Guadian, Support Services Manager, Head Start/State Child Development
b. Acknowledgement of Policy Council Representative James Osborne – presented by Yolanda Gonzalez, Director of Head Start/State Child Development

IV. Consent Agenda

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Board or the Public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed – ***Action Item***

a. Minutes from October 21, 2026, Board of Directors Meeting ***(p. 4-8)***
b. Minutes from November 2, 2026, Special Executive Committee Meeting ***(p. 9-11)***
c. Selection of Homekey+ General Contractor and Authority to Execute Construction Contract with Columbo Construction Company ***(p. 12-402)***
d. Authorization to Sign the 2027 Low Income Home Energy Assistance Program (LIHEAP) Contract with Resolution from the Department of Community Services and Development ***(p. 403-561)***
e. Minutes from November 4, 2026, Personnel Committee Meeting ***(p. 562-564)***
f. Proposed Changes to Finance Department ***(p. 565-571)***
g. Standardization of Finance Position Titles and Reclassification of Two Accounting Technician Positions to Accounting Technician II ***(p. 572-583)***
h. Migrant Childcare Program Site Service Assistant - New Position ***(p. 584-589)***

i. Housing & Supportive Services Division – Clinical Lead New Position and Reclassed ECM-Lead Care Manager Job Description ***(p. 590-599)***
j. Head Start Personnel Update ***(p. 600-601)***
k. Minutes from November 12, 2026 Program Review & Evaluation Committee Meeting ***(p. 602-605)***
l. October 2026 Program Reports ***(p. 606-671)***
m. October 2026 Application Status Report & Funding Profiles ***(p. 672-678)***
n. October 2026 Head Start/State Child Development Division/Program Monthly Activity Report ***(p. 679-680)***
o. Strategic Priority B – Partnerships Update ***(p. 681-682)***

Agenda Items (p-s) from the November 13, 2026, Audit & Pension Committee Meeting *(No quorum)*

p. Pensionmark Q3 2026 Update ***(p. 683-700)***
q. CDSS Contract Monitoring Report CMAP, CMIG, and CCTR ***(p. 701-747)***
r. WIC 2024 Program Monitoring Corrective Action Plan Closure Letter ***(p. 748-757)***
s. Food Bank Biennial CSFP Audit ***(p. 758-767)***
t. Minutes from November 18, 2026, Budget & Finance Committee Meeting ***(p. 768-770)***
u. Head Start / Early Head Start Budget to Actual Reports for September 30, 2026 ***(p. 771-776)***
v. Head Start McFarland Modular as of August 31, 2026 ***(p. 777-780)***
w. 2027-2028 California Department of Social Services (CDSS) Programs (CMAP, CMIG, and CCTR) Continued Funding Application ***(p. 781-782)***
x. 2027-2028 California Department of Education Program California State Preschool Program (CSPP) Continued Funding Application ***(p. 783-784)***
y. 2027-2028 Head Start and Early Head Start Refunding Application ***(p. 785-787)***
z. Agreement between CAPK and IRS for Volunteer Income Tax Assistance (VITA) FY 2027 ***(p. 788-790)***

V. New Business

a. Daniells Phillips Vaughan & Bock Presentation of the Independent Audit Reports for the Year Ending February 28, 2026, and the Special Purpose Financial Statements for the Year Ending June 30, 2026 – ***Action Item (p. 791-1007)***	Tracy Webster, Chief Financial Officer
b. September 2026 Financials – ***Action Item (p. 1008-1178)***	Tracy Webster, Chief Financial Officer
c. Board Recruitment for Category III – Private Sector Seat – ***Action Item (p. 1179-1180)***	Pritika Ram, Chief Business Development Officer
d. Resolution to Approve the Submission of Grant Application to City of Bakersfield for Food Bank Solar Expansion Project – ***Action Item (p. 1181-1183)***	Kayla Hickey, Grant Analyst
e. Resolution to Approve the Submission of Grant Application to County of Kern for Food Bank Solar Expansion Project – ***Action Item (p. 1184-1186)***	Kayla Hickey, Grant Analyst
f. Resolution for the City of Bakersfield Emergency Solutions Grants Program – ***Action Item (p. 1187-1188)***	Yesenia Ocampo, Senior Grant Analyst
g. 2027 Board and Committee Meeting Schedule – ***Action Item (p. 1189)***	Jeremy Tobias, Chief Executive Officer

VI. Advisory Board Report

a. Head Start Policy Council Report and Minutes from the September 22, 2026, Policy Council Meeting – ***Action Item (p. 1190-1195)*** — James Osborne, Policy Council Representative

VII. Chief Executive Officer Report

a. Update on Elections (verbal report)

VIII. Board Member Comments

IX. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
January 27, 2027 (tentative)
CAPK Administrative Office
1300 18th St., 3rd Floor Board Room
Bakersfield, CA 93301

X. Adjournment

The agenda was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, Suite 200, Bakersfield, CA and online at www.capk.org on November 19, 2026. Kim Simmonds, Executive Assistant.

DATE: October 21, 2026
TIME: 12:00 pm
LOCATION: CAPK Administration Office
1300 18th St., 3rd Floor Board Rm.
Bakersfield, CA 93301

Board of Directors Meeting Minutes

I. Call to Order

Board Chair Maritza Jimenez called the meeting to order at 12:02 pm at the CAPK Administrative Offices, 3rd Floor Board Room, located at 1300 18th Street, Bakersfield, California.

a. Roll Call was taken with a quorum present:

Present: Maritza Jimenez (Chair), Denise Boshers (Vice Chair), Gina Martinez (Secretary), Fred Plane (Treasurer), Rebecca Banke, Geovany Lizarraga, Jonathan Mullings, James Osborne, Gema Perez, Guadalupe Perez, Manuel Vieyra.

Absent: Victoria Davis, Curtis Floyd, Rocio Munoz, Chris Parlier

Others present: Jeremy Tobias, Chief Executive Officer; Lisa McGranahan, Chief Human Resources Officer; Yolanda Gonzalez, Director of Head Start/State Child Development; Freddy Hernandez, Director of Youth and Community Services; Tracy Webster, Chief Financial Officer; Pritika Ram, Chief Business Development Officer; Catherine Anspach, Director of Development; and other CAPK staff.

II. Introduction of Guests / Public Forum

None.

III. Special Presentations

a. Special recognition – Retirement of Susie Martinez, having served 44 years with CAPK's Head Start program – presented by Yolanda Gonzalez, Director of Head Start/State Child Development, and Maria Guadian, Support Services Manager, Head Start/State Child Development

Yolanda Gonzalez presented Susie Martinez with a plaque to thank her for her 44-years of service to CAPK's Head Start Program. She also read a note from Maria Guadian to Susie since she couldn't be in attendance.

Gina Martinez thanked Susie for her service and hoped that she would continue to find ways to support children with special needs.

Susie read a short response to the Board and gave an overview of her time at CAPK. She thanked her current supervisors, coworkers, and everyone at CAPK.

b. Special recognition – Retirement of Paula Daoutis, having served 9 years with CAPK's Administration Office – presented by Jeremy Tobias, Chief Executive Officer

Jeremy Tobias presented Paula Daoutis with a plaque to thank her for her service to CAPK's Administrative program to honor her 9 years of service with CAPK.

Paula gave a short response to the Board, and an overview of her time at CAPK. She thanked the Board, leadership, and staff for her time at CAPK, and for their support.

Fred Plane told an anecdote about the first time he met Paula when she started with CAPK. He noted that he appreciates what she's done for the Board and for everyone during her time here.

c. Video presentations of the Food Bank Feed the Need event and Veterans and Supportive Services Veteran Stand Down event - presented by the Community Development Outreach Team

Richard Quiles from the Community Development team presented a video highlighting the Food Bank's Feed the Need event.

Maritza Jimenez thanked the team who worked at the Kern County Fair and commended the marketing team as well. She noted that the event is getting better every year.

Kelly Lowery, Program Administrator from the Food Bank, said that CAPK also attended many City and County board meetings to receive proclamations, and wanted to thank everyone who also attended those.

Pritika Ram presented the Veterans Supportive Services Veteran Stand Down event video, and thanked partners like Manuel Vieyra, board members, and the County of Kern. Pritika asked Manuel to say a few words.

Manuel said that he's attended many Stand Down's in the past, and it was very well organized. It was a wonderful event, and he noted that he enjoyed the fellowship with other veterans. Manuel said that he looks forward to being on the planning committee again next year.

Pritika explained that they wanted to show the videos so that the Board can see how CAPK tells their stories to our funders and partners. She also thanked the Board members who always show up and always advocate.

Gina mentioned that she would like a similar program in Delano and hoped that CAPK could set up something like that there as well.

IV. Consent Agenda

Board Chair Maritza Jimenez asked members of the Board, and the public, if they would like to remove any items from the Consent Agenda for further discussion. No items were removed.

Motion was made and seconded to approve the Consent Agenda. Carried by unanimous vote (Mullings/Perez, Guadalupe).

V. New Business

a. 2026 Employee End of the Year Gift – Lisa McGranahan, Chief Human Resources Officer – ***Action Item***

Lisa McGranahan presented the above action item, a floating holiday to be given to staff. It is only to be used by active employees, must be employed by October 26, and used by February 28, 2027. The feedback received in the past is that it is a wonderful gift for staff. There's no cash value, and it is a use or lose benefit. It also supports our strategic plan.

Motion was made and seconded to approve the 2026 Employee End of Year Gift. Carried by unanimous vote (Plane/Martinez).

b. Approval of Energy Program RFP Awards for Subcontractors – Freddy Hernandez, Director of Youth & Community Services – ***Action Item***

Freddy Hernandez presented the above action item. The Energy Program released an RFP for subcontractors. Six applied, and three were chosen to contract with. The subcontractors will have an initial term of one year, with the option to continue for 4 additional years. For the first year, the subcontractors will not exceed $500,000. The subcontractors chosen are Oasis Air and Solar, Reliable Energy Management, and PLC System Services.

Gina Martinez asked how the subcontractors were chosen. Freddy noted that an RFP is conducted and the organizations were chosen by price, availability, and other factors.

Denise Boshers noted that one of our vendors went out of business last year and asked if looking into the company's viability was part of the reason for having an initial year-long term. Freddy confirmed.

Maritza Jimenez asked if any extensions will need board approval? Freddy noted that the subcontractors cannot go over the contract maximum of $500,000, to do so staff would first have to come back to the board to approve additional funding.

Motion was made and seconded to approve the Energy Program RFP Awards for Subcontractors. Carried by unanimous vote (Boshers/Martinez).

c. August 2026 Financials – Tracy Webster – Chief Financial Officer – ***Action Item***
Tracy Webster presented the above action item. She presented the dashboard for 30 days of unrestricted cash reserve. With the budget revision last month, we are at 30.4% of our goal. During the Budget and Finance Committee meeting on October 15, 2026, the Committee approved to move additional funds over to increase our reserve. Once approved by the Board and the funds are moved, we'll be at 38.2% of our goal.

The Agencywide Budget to Actual has been revised with the revision in September. We are pretty on target with 49% (goal is 50%). With the Indirect Budget to Actual, it shows our excess indirect revenue vs expenses. CAPK is slightly under spending.

Motion was made and seconded to approve the August 2026 Financials. Carried by unanimous vote (Perez, Guadalupe/Perez, Gema).

VI. CAPK Foundation Board Report

a. Foundation Board Report – Catherine Anspach, Director of Development – ***Action Item***

Catherine Anspach presented the above action item, providing an overview of the last Foundation Board meeting, which was held on September 29. Catherine noted that having an extra FTE has been great for keeping up with grants, especially smaller grants. She also remarked that elections are open for Board Chair and Vice Chair and the Foundation Board discussed term limits as well. An Ad Hoc Committee was also formed to bring new members into the fold. There is room for two or three new members. Interviews are taking place this week and will be discussed at the Foundation Board meeting in November.

Catherine gave a fundraising update on Gourmet for Good, the recycling drive in September, and Hunger Action Month. Next on deck is the Taste of Gratitude on November 4, 2026. The event is to thank donors, and no ask for donations will happen at that event. She asked that board members attend and bring anyone that they'd like to bring into the CAPK fold. She also noted that Friendship House Community Center Music Fest is on November 14.

Finally, Catherine explained that they have a program presentation at the end of their Foundation Board meetings. At the last meeting, Raul Jimenez and Rebecca Moreno presented on Veterans Services.

Jonathan Mullings asked about an event where we have a silent auction. Catherine said that it may have been the Casino Night for the Friendship House, but that has been changed to the Music Fest.

Maritza asked that everyone from the Board bring someone to the Taste of Gratitude so that they can learn more about how to support the Food Bank and CAPK.

Catherine said that the annual appeal will go out about a week after A Taste of Gratitude.

Maritza said that there is a one-pager with all the programs that CAPK has and asked if it can be sent to the Board members to share with potential donors. Catherine said that she can send that out, as well as the invite to A Taste of Gratitude.

Motion was made and seconded to approve the Consent Agenda. Carried by unanimous vote (Martinez/Osborne).

VII. Advisory Board Report

a. Head Start Policy Council Report and Minutes from the September 22, 2026 Policy Council Meeting – James Osborne, Policy Council Representative – ***Action Item***

James Obsorne presented the above action item. Reviewed bylaws and amendments for the Policy Council. Revisions included reduction in council and committee membership, which were unanimously approved. Final meeting will be next Tuesday, October 27, 2026.

Motion was made and seconded to approve the Head Start Policy Council Report and Minutes. Carried by unanimous vote (Martinez/Perez, Gema).

VIII. Chief Executive Officer Report

Jeremy Tobias gave an update on several items. The Ramkabir Project. We are working on getting final approvals and moving through the process for pre-construction. In November, the City of Bakersfield will be taking final action on the development contract, and CAPK will be selecting the construction company. By end of November, construction should be underway.

The Pioneer Drive Apartments we are partnering with the Housing Authority of the County of Kern, utilizing money from Bezos Foundation Day One Families Fund, is wrapping up construction this week. Full completion will be in November. CAPK will move into the on-site offices in November, and then we'll be able to start moving tenants in.

There has been an ICE surge in the area. CAPK has not had any direct contact with ICE at any of our facilities. A protocol was created last year in conjunction with our attorney for what to do if an ICE agent comes on site. Due to the recent activities in our area, Lisa McGranahan sent the protocol out as a refresher and to remind employees what to do in the event staff is contacted by ICE.

The CalCAPA Annual Conference is next week. Tracy Webster and Rebecca Moreno will be presenting on mission-driven budgeting.

Geovany Lizarraga asked if Jeremy could provide more information on the Mini Board Retreat. Jeremy noted that every year or two, we have a board retreat, and this year, a board member asked if we could have a less formal mini retreat to get to know the new board members. A poll went out today to select a date. The agenda will include a brief presentation on the strategic plan but will mostly be activities to build connections.

James commented that Paula helped to walk him through the process of being on the board when he was new and thanked her for her help.

Maritza thanked Paula as well. She also mentioned Susie, and 44 years is a long time to work for one organization, and that means CAPK is an amazing organization.

IX. Board Member Comments

None.

X. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
Monday, November 23, 2026
CAPK Administrative Office
1300 18th St., 3rd Floor Board Room
Bakersfield, CA 93301

XI. Adjournment

The meeting was adjourned at 1:03pm.

DATE	November 2, 2026
TIME	12:00 pm
LOCATION	CAPK Administrative Office Executive Conference Room #382 1300 18th Street, Third Floor Bakersfield, CA 93301

Special Executive Committee Agenda

I. Call to Order

Committee Chair Maritza Jimenez called the meeting to order at 12:01pm on Monday, November 2, 2026 at the Community Action Partnership Office of Kern Administrative Office, located at 1300 18th Street, Suite 382, Bakersfield, CA 93301.

II. Roll Call

Roll Call was taken with a quorum present.

Present: Maritza Jimenez (Chair), Denise Boshers (Vice Chair), Fred Plane (Treasurer), Gina Martinez (Secretary), and Curtis Floyd.

Absent: None

Others present: Jeremy Tobias, Chief Executive Officer; Emilio Wager, Chief Facilities & Technology Officer; Pritika Ram, Chief Business Development Officer; Freddy Hernandez, Director of Youth & Community Services; and other CAPK staff.

III. Public Forum

No one addressed the Committee.

IV. New Business

a. Selection of Homekey+ General Contractor and Authority to Execute Construction Contract with Colombo Construction Company – Emilio Wagner, Chief Facilities & Technology Officer – ***Action Item***

Emilio Wagner presented the above action item for approval. At the last Executive Committee meeting in October, the Committee approved for CAPK to move forward with the Homekey+ Ramkabir Permanent Housing Project Agreement with the City of Bakersfield as long as the appropriate insurance coverage was in place, the agreement and insurance were sent to Board Member Curtis Floyd and CAPK's attorney, Jeff Warren to review, and they both approved for Jeremy Tobias to sign. Jeremy signed the developer agreement with the City on October 30th.

On August 10, a Request for Proposals was issued by CAPK. 55 contractors were contacted by staff, and it was also posted on the Kern County Builders' Exchange Online Planroom. Over the course of the RFP period, six addenda were issued, and the RFP was

due to be submitted to CAPK by 2:00pm on October 7, 2026. Four proposals were received on time, and one was received after the deadline. A scoring committee made up of four individuals reviewed the proposals, with the opportunity for each contractor to earn up to 100 points.

Columbo received the highest score with 92 points. They had the lowest price at $8,379,670 and could also complete the project 65 days earlier than the deadline of September 11, 2027. Columbo noted that PG&E would provide some risk to the project. Columbo did not include pollution endorsements for asbestos abatement in their RFP, but it was not required. CAPK will request that the endorsement be added through a change order after Columbo is notified that they have been selected as the contractor for the project.

CAPK will bind Columbo's insurance policies before executing the construction contract. Then Columbo will be notified that they have been selected as the contractor for the project. After that, we will ask for our first milestone from the City of Bakersfield. Finish date is scheduled for September 11, 2027, with client occupancy by December 13, 2027.

The next item on the timeline is Bakersfield City Council approval of the developer agreement which is scheduled for November 4, 2026.

Fred Plane asked if the architect should have been aware of the requirements for abatement so CAPK could have included the pollution endorsement in the RFP. Emilio said that it was missed and should have been included in the RFP, but in the future, we'll know that it needs to be included for projects of this type. Fred said that the architect should have been more aware of the liabilities surrounding the abatement of asbestos, and they also should have been more up front with CAPK about it.

Curtis Floyd noted that the asbestos was pre-existing, and Emilio had to jump through a lot of hoops to get the insurance in place for the project. Curtis also added that the Board should have known more about the existence of asbestos. Gina Martinez agreed that they should have disclosed the asbestos to us.

Curtis also asked about the company that submitted their proposal late and what their quote was. Emilio said that the company was five minutes late and came in high, around $10 million. Curtis noted that big contracts will be submitted late because they don't want someone to alert another company to come in under their cost.

Staff recommended that the Executive Committee authorize the Chief Executive Officer to execute a construction contract with Colombo Construction Company, Inc. in the amount of $8,379,670. Staff further recommends that the Executive Committee authorize the Chief Executive Officer to bind the project insurance described above before the contract is executed, and to execute any necessary change orders not to exceed the funded development budget.

Carried by unanimous vote (Martinez/Floyd).

b. Authorization to Sign the 2027 Low Income Home Energy Assistance Program (LIHEAP) Contract with Resolution from the Department of Community Services and Development – Freddy Hernandez - ***Action Item***

Freddy Hernandez gave an overview of the above action item. Contract terms will be similar to previous years, with no new changes this year. The contract period will be October 1, 2026-June 30, 2028. Freddy asked for approval for Jeremy to sign the contract, and for approval for the Board Chair to sign Resolution #2026-10.

Maritza noted that someone she met at the CalCAPA Conference taught a class on HVAC and asked if that is something we will offer. Freddy said that we are currently subcontracting with an HVAC provider. Some agencies will hire someone internally, but that increases your costs to do that. Freddy said that we may hire someone internally eventually.

Carried by unanimous vote (Floyd/Plane).

V. Next Scheduled Meeting

Executive Committee
12:00 pm
Wednesday, December 16
CAPK Board Room
1300 18th St., Suite 300
Bakersfield, CA 93301

VI. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th St., Suite 200 Bakersfield, CA and online at www.capk.org on October 29, 2026. Kim Simmonds, Executive Assistant.

MEMORANDUM

To: Executive Committee

From: Emilio Wagner, Chief Facilities and Technology Officer

Date: November 2, 2026

Subject: *Agenda Item IV(a)*: Selection of Homekey+ General Contractor and authority to execute Construction Contract with Colombo Construction Company – **Action Item**

Background

As the board is aware, staff have been progressing through the various requirements as joint grantee under the California Department of Housing and Community Development (HCD) Homekey+ award for the Ramkabir Permanent Supportive Housing Project.

The Executive Committee approved the Development Agreement between CAPK and the City in October 2026, on the condition that CAPK addresses the insurance exposure created by the indemnity provision, specifically related to General Commercial, Non-Owned Premises, Contractual Liability and Environmental Liability insurance, which specifically covers known preexisting asbestos and other hazardous materials.

The Development Agreement is scheduled for City Council consideration on November 4, 2026. Under the Development Agreement, CAPK is responsible for procurement and construction, and the first capital disbursement of $1,060,000 (10%) is released on award and execution of the construction contract.

RFP Process

Request for Proposals OPS 2026-006 was issued on August 10, 2026. Staff contacted 55 general contractors directly and posted the RFP to the Kern County Builders' Exchange Online Planroom. A job walk was held on August 18, 2026. Six addenda were issued, including two sets of responses to bidder questions. Proposals were due October 7, 2026 at 2:00 p.m. Four proposals were received on time. One proposal was received after the deadline and was not accepted. Proposals are valid through December 6, 2026.

Proposer	Total Base Proposal	Proposed Substantial Completion
Colombo Construction Company, Inc.	$8,379,670	July 8, 2027
Proffitt Construction, Inc,. dba Superior Construction	$9,715,465	September 10, 2027 (final inspection)
S.C. Anderson, Inc.	$10,296,473	November 2, 2027
Vortex Construction	$10,991,640	Not stated; punch list through October 8, 2027

Evaluation

Price was worth 60 points and was scored by formula: 60 × (lowest proposal ÷ proposer's proposal). The remaining 40 points were scored independently by the evaluation committee of Emilio Wagner, Stephen Pelz, John Paul Lake, and Paul Archer. Each non-price score below is the average of the three evaluators. Criteria include: schedule certainty, relevant experience, price, technical approach, key personnel, and small, local, and veteran business participation.

Proposer	Sched. (15)	Exp. (10)	Price (60)	Tech. (5)	Pers. (5)	Part. (5)	Total (100)	Rank
Colombo Construction	**13.00**	**7.50**	**60.00**	**3.95**	**4.00**	**4.45**	**92.90**	**1**
Superior Construction	10.75	8.38	51.75	3.75	2.00	4.05	80.68	2
Vortex Construction	9.75	9.25	45.74	4.75	2.95	4.75	77.19	3
S.C. Anderson	5.75	7.00	48.83	3.13	3.70	4.50	72.91	4

Colombo submitted the lowest price, $1,335,795 (15.9%) below the next proposal. It also submitted a detailed critical-path schedule with certificate of occupancy milestones for each building, and a Substantial Completion Date of July 8, 2027, which is 65 days ahead of the contract date. Its surety, Travelers, provides bonding capacity of $50,000,000 single and $100,000,000 aggregate. Evaluators identified PG&E service and electrical switchgear lead times as the main risks to Colombo's early finish. Colombo's price is $341,980 (3.9%) below the architect's construction budget of $8,721,650.

Funding

Construction is funded within the HCD-approved development budget (Standard Agreement, Exhibit E).

Item	Amount
Total Rehabilitation Costs (Exhibit E)	$9,119,464
Construction Hard Cost Contingency (Exhibit E)	$672,175
HCD Construction Budget	**$9,791,639**
Colombo contract amount	$8,379,670
PG&E Service	$200,000
Insurance Cost (Builders Risk, Pollution, and Owners Interest GL)	$128,798
Communication Infrastructure and Hardware	$95,000
Remaining for unforeseen issues or owner requested changes	**$999,826**

Insurance

To meet the Executive Committee's condition for indemnity, staff has worked with INSURICA to place project-specific insurance owned by CAPK, in addition to the contractor's own insurance. Current quotes are summarized below. INSURICA is still reviewing the exclusions and endorsements on the liability quotes.

Coverage	Carrier	Limits	Estimated Premium	Term / Notes
Builder's Risk	Via INSURICA	$12,174,731	$63,231	Nov 2, 202 to Sep 11, 2027. Excludes earthquakes and floods. $100,000 water damage deductible.
Owner's Interest General Liability	Colony	$1M per occurrence; $2M aggregate	$13,812	12 months
Site Pollution Liability	Ascot	Pre-existing and new conditions	$40,100	12 months
Total (1-year Pollution Term)			**$117,143**	**Plus, surplus lines taxes and fees on the liability policies**

Insurance is an eligible Homekey+ expense. Staff proposes to fund the premiums from the Soft Cost Contingency ($383,750) and is confirming with HCD whether the reallocation requires a budget modification. If not approved by HCD, insurance will be covered by the available contingency under the City HHAP-4 award.

Asbestos abatement. The buildings contain asbestos and lead-based paint that will be abated as part of the construction work. The owner's pollution policy does not cover the contractors' own work and does not pay for abatement. CAPK and the City must be named as additional insureds on the asbestos abatement Contractor's Pollution Liability policy. This must be done by endorsement, not by certificate alone. Colombo must also carry Contractor's Pollution Liability or be named as an additional insured on the abatement subcontractor's policy, and the requirement must flow down to every trade that may disturb existing materials, including demolition, roofing, plumbing, and stucco.

Contract changes. The RFP did not require Contractor's Pollution Liability, and the construction contract requires general liability of $1,000,000 per occurrence and $2,000,000 aggregate. Outside counsel advised that CAPK cannot change the contract terms between the close of proposals and award. These requirements will be added by change order after award, at a cost to be negotiated with Colombo.

Binding before contract execution. CAPK will bind the builder's risk, owner's interest, general liability, excess, and site pollution policies before executing the construction contract or issuing a Notice to Proceed. The following are required to bind:

- Colombo's general liability carrier, limits, and copies of its general liability and excess policies, so Colony can confirm there is no subsidence or wildfire exclusion.
- A signed Owner's Edge application with the demolition method and duration.
- Executed Development Agreement with the City. The pollution policy covers CAPK's indemnity of the City only if the agreement is signed before construction starts.

Before the Notice to Proceed, Colombo must also provide its payment and performance bonds, certificates of insurance, and additional insured endorsements naming CAPK and the City, including the Contractor's Pollution Liability endorsements.

Schedule and Next Steps

Date	Action
October 30, 2026	Signed Development Agreement delivered to the City
November 4, 2026	City Council consideration of the Development Agreement

Date	Action
Following Approval	Notice of award to Colombo; Colombo insurance documents to INSURICA
Before Contract Execution	Bind owner insurance; insurance change order with Colombo
Contract Execution	Milestone 1 disbursement of $1,060,000 requested from the City
Notice to Proceed	After bonds, contractor insurance, and endorsements are received
September 11, 2027	Contract Substantial Completion (Colombo proposes July 8, 2027)
December 13, 2027	HCD full occupancy and capital expenditure deadline

Recommendation

Staff recommends that the Executive Committee authorize the Chief Executive Officer to execute a construction contract with Colombo Construction Company, Inc. in the amount of $8,379,670. Staff further recommends that the Executive Committee authorize the Chief Executive Officer to bind the project insurance described above before the contract is executed, and to execute any necessary change orders not to exceed the funded development budget.

Attachments

1. *Evaluation Scoring Summary*
2. *Colombo Construction Company, Inc. Proposal*
3. *Request for Proposals OPS 2026-006 and Addenda Nos. 1–6*
4. *INSURICA Insurance Quotes*

Evaluation Summary — RFP OPS 2026-006

Non-price criteria = average of all evaluators who scored that proposer. Price = formula score from 'Price Score'. Award recommendation goes to the responsible proposer with the highest total points (RFP Section IX.C).

Proposer	1. Schedule (15)	2. Experience (10)	3. Price (60)	4. Technical (5)	5. Personnel (5)	6. Participation (5)	Total (100)	Rank	Evaluators scoring	Responsiveness status
Colombo Construction Company, Inc.	13.00	7.50	60.00	3.95	4.00	4.45	**92.90**	**1**	4	Responsive
S.C. Anderson, Inc.	5.75	7.00	48.83	3.13	3.70	4.50	**72.91**	**4**	4	Responsive
Proffitt Construction, Inc. dba Superior Construction	10.75	8.38	51.75	3.75	2.00	4.05	**80.68**	**2**	4	Responsive
Vortex Construction	9.75	9.25	45.74	4.75	2.95	4.75	**77.19**	**3**	4	Responsive

Total and Rank stay blank until every criterion has at least one score. A proposer marked Non-responsive shows N/R and is not ranked.

Committee consensus notes:

Community Action Partnership of Kern
Ramkabir Permanent Supportive Housing Project
Proposal

Prepared By

COLOMBO
CONSTRUCTION COMPANY, INC.

Project Name	Ramkabir Permanent Supportive Housing Project RFP OPS 2026-006
Client	Community Action Partnership of Kern (CAPK) ATTN: Liz G Vargas - Procurement 1300 18th Street, Ste 200 Bakersfield, CA 93301
Date	Wednesday, October 7, 2026
General Contractor	Colombo Construction Company, Inc. 3211 Rio Mirada Drive Bakersfield, CA 93308 (661) 316-0100
Primary Contact for General Contractor	Jonny Frank Director of Project Development Architect, NCARB, AIA (661) 303-7129

COLOMBO
CONSTRUCTION COMPANY, INC.

October 7, 2026

Community Action Partnership of Kern
Attn: Liz G Vargas - Procurement
1300 18th Street, Ste 200
Bakersfield, CA 93301

Re: Ramkabir Permanent Supportive Housing Project
901 Union Avenue
Bakersfield, CA 93307
RFP Number: OPS 2026-006

Dear Liz and Selection Committee:

On behalf of Colombo Construction Company, Inc. (Colombo), I am pleased to present our proposal for the Ramkabir Permanent Supportive Housing Project for Community Action Partnership of Kern (CAPK). We appreciate the opportunity to participate in this important project and understand the significance of transforming the existing property at 901 Union Avenue into permanent supportive housing that will serve the Kern County community.

Colombo was established in 1948 and has built its reputation on collaborative partnerships with owners, design teams, consultants, and trade partners. We believe successful projects are built on open communication, mutual support, accountability, and a shared commitment to achieving the Owner's goals. Our approach is to become an extension of the Owner's team, providing the experience, resources, and leadership necessary to successfully navigate the challenges of construction.

We understand that the project presents the unique challenges associated with the rehabilitation and adaptive reuse of an existing facility. Successful delivery will require careful planning, coordination, constructability review, cost control, and proactive management of existing conditions. Our project team will work closely with CAPK and the design team to identify potential issues early, develop practical solutions, and maintain alignment throughout the project.

Most importantly, Colombo understands that the Homekey+ Program creates a fixed completion deadline that cannot be extended for ordinary delays. We recognize that schedule is the governing constraint of this project and will make schedule management a priority from the outset. Our team will actively manage critical activities, procurement, subcontractor performance, inspections, approvals, and project decisions to maintain progress toward the required completion date. We will provide CAPK with clear and timely information regarding schedule, cost, and potential risks so that issues can be addressed before they impact the project.

Cost, quality, and communication will remain equally important throughout construction. Colombo will maintain close control of the project budget through detailed estimating, subcontractor coordination, procurement management, and proactive change management. Quality will be managed throughout the construction process through field oversight, coordination, inspections, and accountability. Consistent communication with CAPK and the project team will allow potential challenges to be identified early and resolved collaboratively.

The proposed Colombo team is well suited to CAPK because it combines experienced estimating, project management, and field leadership with a strong understanding of complex construction. Our team brings the ability to manage multiple scopes concurrently, coordinate numerous trade partners, maintain cost and schedule accountability, and remain directly engaged with CAPK and the design team throughout the project. This

COLOMBO
CONSTRUCTION COMPANY, INC.

combination of experience and hands-on leadership will be particularly valuable in managing the coordination, existing conditions, and schedule demands associated with the project.

Colombo is an active community partner with extensive experience completing projects throughout Kern County. Our familiarity with the local construction market, subcontractor community, and construction environment, combined with our experience in commercial, institutional, renovation, and complex construction projects, provides a strong foundation for successfully delivering the project.

We value the relationships we establish with our clients, and those relationships continue long after a project is completed. Colombo is committed to earning CAPK's trust through our responsiveness, accountability, and dedication to the successful completion of the Ramkabir Permanent Supportive Housing Project. We look forward to the opportunity to work with CAPK, the City of Bakersfield, the design team, and project stakeholders to deliver a high-quality facility that meets the needs of the community and the requirements of the Homekey+ Program.

Thank you for your consideration of Colombo Construction Company, Inc.

Sincerely,

Jonny Frank
Director of Project Development, Architect, NCARB, AIA
T 661-316-0100 | C 661-303-7129 | E jfrank@colomboconstruction.com

Contents

Section A — **Evaluation Criterion**

- Schedule Certainty
- Relevant Project Experience
- Price
- Technical Approach
- Key Project Personnel
- Small, Woman, Local, & Veteran Outreach

Section B — **Proposal Requirements**

- Contractor's License
- DIR Registration
- Bonding Capacity
- Financial Capacity
- No Debarment, Suspension, or Disqualification
- References
- Addenum Acknowledgment
- Bid Guarantee
- Insurances
- Non-Collusion Declaration
- Iran Contracting Act Certification
- Debarment, Suspension, and Ineligibility Certification
- Conflict of Interest Disclosure Form
- Appendix A: Vendor Information Sheet
- Appendix B: W-9
- Appendix C: Additional Terms and Conditions

Section A

Evaluation Criterion

- Schedule Certainty
- Relevant Project Experience
- Price
- Technical Approach
- Key Project Personnel
- Small, Woman, Local, & Veteran Outreach

SCHEDULE CERTAINTY

Evaluation Criterion #1 (15 Points)

Colombo Construction has developed a comprehensive CPM baseline schedule that reflects our understanding of the project scope, required sequencing, site conditions, and the Owner's schedule requirements. Our proposed schedule demonstrates a realistic and achievable approach to completing the project well in advance of the Contract Completion Dates. The CPM schedule is provided on the following pages for reference and details the planned sequence, durations, milestones, and completion dates for the project.

Colombo's CPM schedule establishes Substantial Completion on July 8, 2027, which is 65 days ahead of the Contract Substantial Completion Date of September 11, 2027. The schedule establishes Final Completion on August 10, 2027, which is 62 days ahead of the Contract Final Completion Date of October 11, 2027. This schedule approach provides the Owner with meaningful schedule contingency and allows the project team to absorb unforeseen conditions, procurement impacts, permitting delays, weather, or other schedule risks without jeopardizing the contractual completion dates.

CPM Baseline and Sequencing. The baseline schedule is organized around a logical sequence of preconstruction, permitting, procurement, construction, inspections, commissioning, and closeout activities. Activity durations and relationships have been developed to reflect realistic production and trade sequencing based on Colombo's experience with similar projects. The referenced CPM schedule identifies the critical and near-critical activities that will require focused management throughout the project.

Crew Loading and Production. The schedule incorporates realistic crew loading and production rates for the anticipated scope of work. Colombo will coordinate subcontractor manpower and trade sequencing to maintain planned production while minimizing trade stacking and inefficiencies. Actual production will be routinely compared against the baseline schedule, allowing the project team to adjust manpower, sequencing, or work activities when necessary to maintain the planned completion dates.

Long-Lead Procurement. Long-lead materials and equipment will be identified early and incorporated into the schedule, including submittal, review, fabrication, delivery, and installation activities. Schedule-sensitive procurement will be prioritized to reduce the potential for material availability to impact the critical path.

Abatement and Existing Conditions. Where applicable, abatement activities and work associated with existing conditions are incorporated into the construction sequence and coordinated with affected trades. This approach allows activities that could otherwise constrain construction to be addressed early and minimizes the potential for disruption to downstream work.

Permitting and Inspections. Required permitting, agency reviews, inspections, and approvals are incorporated into the CPM schedule. Colombo will proactively coordinate with the Owner, design team, permitting agencies, and inspectors to maintain timely reviews and approvals and prevent administrative requirements from becoming schedule constraints.

Colombo's proposed schedule is intentionally structured to provide schedule certainty rather than simply targeting the contractual completion dates. As demonstrated in the referenced CPM schedule, Colombo has planned for Substantial Completion 65 days early and Final Completion 62 days early. This provides a meaningful schedule buffer while maintaining a realistic construction sequence and demonstrates Colombo's commitment to proactively managing the critical path, addressing emerging risks, and protecting the Owner's required completion dates.

SCHEDULE CERTAINTY

Evaluation Criterion #1 (15 Points)

Schedule Advantage

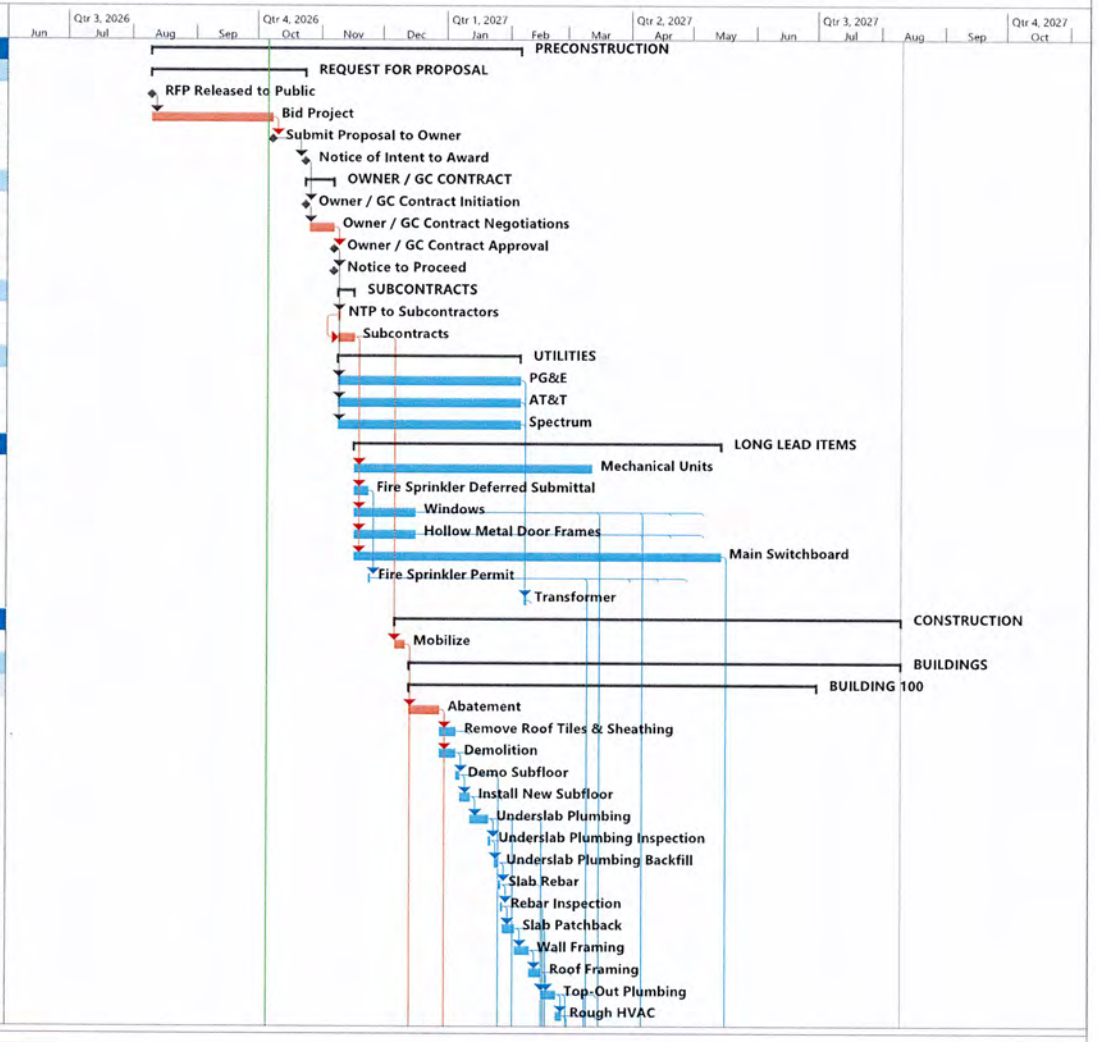
Milestone	Contract Date	Colombo Schedule	Schedule Advantage
Substantial Completion	September 11, 2027	July 8, 2027	65 days early
Final Completion	October 11, 2027	August 10, 2027	62 days early

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
1	**PRECONSTRUCTION**		**124 days**	**Mon 8/10/26**	**Fri 2/5/27**
2	**REQUEST FOR PROPOSAL**		**54 days**	**Mon 8/10/26**	**Fri 10/23/26**
3	RFP Released to Public	Owner	0 days	Mon 8/10/26	Mon 8/10/26
4	Bid Project	GC	42 days	Mon 8/10/26	Wed 10/7/26
5	Submit Proposal to Owner	GC	0 days	Wed 10/7/26	Wed 10/7/26
6	Notice of Intent to Award	Owner	0 days	Fri 10/23/26	Fri 10/23/26
7	**OWNER / GC CONTRACT**		**10 days**	**Fri 10/23/26**	**Fri 11/6/26**
8	Owner / GC Contract Initiation	Owner	0 days	Fri 10/23/26	Fri 10/23/26
9	Owner / GC Contract Negotiations	Owner + GC	10 days	Mon 10/26/26	Fri 11/6/26
10	Owner / GC Contract Approval	Owner	0 days	Fri 11/6/26	Fri 11/6/26
11	Notice to Proceed	Owner	0 days	Fri 11/6/26	Fri 11/6/26
12	**SUBCONTRACTS**		**5 days**	**Mon 11/9/26**	**Mon 11/16/26**
13	NTP to Subcontractors	GC	1 day	Mon 11/9/26	Mon 11/9/26
14	Subcontracts	GC	5 days	Mon 11/9/26	Mon 11/16/26
15	**UTILITIES**		**60 days**	**Mon 11/9/26**	**Fri 2/5/27**
16	PG&E	Owner	60 days	Mon 11/9/26	Fri 2/5/27
17	AT&T	Owner	60 days	Mon 11/9/26	Fri 2/5/27
18	Spectrum	Owner	60 days	Mon 11/9/26	Fri 2/5/27
19	**LONG LEAD ITEMS**		**125 days**	**Tue 11/17/26**	**Fri 5/14/27**
20	Mechanical Units	HVAC	80 days	Tue 11/17/26	Fri 3/12/27
21	Fire Sprinkler Deferred Submittal	Fire Suppression	5 days	Tue 11/17/26	Mon 11/23/26
22	Windows	Windows	20 days	Tue 11/17/26	Wed 12/16/26
23	Hollow Metal Door Frames	DFH	20 days	Tue 11/17/26	Wed 12/16/26
24	Main Switchboard	Electrical	125 days	Tue 11/17/26	Fri 5/14/27
25	Fire Sprinkler Permit	Building Dept.	1 day	Tue 11/24/26	Tue 11/24/26
26	Transformer	PG&E	1 day	Mon 2/8/27	Mon 2/8/27
27	**CONSTRUCTION**		**173 days**	**Mon 12/7/26**	**Tue 8/10/27**
28	Mobilize	GC	5 days	Mon 12/7/26	Fri 12/11/26
29	**BUILDINGS**		**168 days**	**Mon 12/14/26**	**Tue 8/10/27**
30	**BUILDING 100**		**140 days**	**Mon 12/14/26**	**Wed 6/30/27**
31	Abatement	Demolition	10 days	Mon 12/14/26	Mon 12/28/26
32	Remove Roof Tiles & Sheathing	Roofing	5 days	Tue 12/29/26	Tue 1/5/27
33	Demolition	Demolition	5 days	Tue 12/29/26	Tue 1/5/27
34	Demo Subfloor	Rough Carpentry	2 days	Wed 1/6/27	Thu 1/7/27
35	Install New Subfloor	Rough Carpentry	3 days	Fri 1/8/27	Tue 1/12/27
36	Underslab Plumbing	Plumbing	7 days	Wed 1/13/27	Thu 1/21/27
37	Underslab Plumbing Inspection	Building Dept.	1 day	Fri 1/22/27	Fri 1/22/27
38	Underslab Plumbing Backfill	Plumbing	2 days	Mon 1/25/27	Tue 1/26/27
39	Slab Rebar	Concrete	1 day	Wed 1/27/27	Wed 1/27/27
40	Rebar Inspection	Building Dept.	1 day	Thu 1/28/27	Thu 1/28/27
41	Slab Patchback	Concrete	4 days	Fri 1/29/27	Wed 2/3/27
42	Wall Framing	Rough Carpentry	5 days	Thu 2/4/27	Wed 2/10/27
43	Roof Framing	Rough Carpentry	4 days	Thu 2/11/27	Tue 2/16/27
44	Top-Out Plumbing	Plumbing	5 days	Wed 2/17/27	Tue 2/23/27
45	Rough HVAC	HVAC	3 days	Wed 2/24/27	Fri 2/26/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

Job No.: B26-036
Page: 1

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
46	Roofing Felt & Battens	Roofing	3 days	Mon 3/1/27	Wed 3/3/27
47	Rough Electrical / Data	Electrical	8 days	Mon 3/1/27	Wed 3/10/27
48	Load Roof Tiles	Roofing	2 days	Thu 3/4/27	Fri 3/5/27
49	Roof Tile Installation	Roofing	5 days	Mon 3/8/27	Fri 3/12/27
50	Fire Sprinkler Branch Lines and Drops	Fire Suppression	2 days	Thu 3/11/27	Fri 3/12/27
51	Fire Sprinkler Inspection	Fire Department	1 day	Mon 3/15/27	Mon 3/15/27
52	BPME Inspection	Building Dept.	1 day	Tue 3/16/27	Tue 3/16/27
53	Hollow Metal Door Frames	DFH	2 days	Wed 3/17/27	Thu 3/18/27
54	Windows	Windows	2 days	Wed 3/17/27	Thu 3/18/27
55	Exterior Lath	Plaster	4 days	Fri 3/19/27	Wed 3/24/27
56	Wall & Roof Insulation / Title 24	Insulation	2 days	Thu 3/25/27	Fri 3/26/27
57	Insulation Inspection	Building Dept.	1 day	Mon 3/29/27	Mon 3/29/27
58	Shower Units	Plumbing	2 days	Tue 3/30/27	Wed 3/31/27
59	Install Drywall	Drywall	4 days	Thu 4/1/27	Tue 4/6/27
60	Interior / Exterior Lath Inspection	Building Dept.	1 day	Wed 4/7/27	Wed 4/7/27
61	Tape / Top / Texture	Drywall	8 days	Wed 4/7/27	Fri 4/16/27
62	Plaster Scratch Coat	Plaster	1 day	Thu 4/8/27	Thu 4/8/27
63	Scratch Coat Cure Time	Plaster	2 days	Fri 4/9/27	Mon 4/12/27
64	Cultured Stone	Masonry	5 days	Tue 4/13/27	Mon 4/19/27
65	Interior Doors & Frames	DFH	5 days	Mon 4/19/27	Fri 4/23/27
66	Paint Interiors	Painting	4 days	Mon 4/26/27	Thu 4/29/27
67	Paint Doors & Frames	Painting	4 days	Mon 4/26/27	Thu 4/29/27
68	Install Casework	Casework	3 days	Fri 4/30/27	Tue 5/4/27
69	Ceramic Tile	Tile	5 days	Fri 4/30/27	Thu 5/6/27
70	Install Countertops	Tile	2 days	Wed 5/5/27	Thu 5/6/27
71	Finish Electrical	Electrical	3 days	Fri 5/7/27	Tue 5/11/27
72	Finish Plumbing	Plumbing	3 days	Fri 5/7/27	Tue 5/11/27
73	Finish HVAC	HVAC	2 days	Wed 5/12/27	Thu 5/13/27
74	Plaster Brown Coat	Plaster	2 days	Fri 5/21/27	Mon 5/24/27
75	Energize Building	Electrical	1 day	Mon 5/24/27	Mon 5/24/27
76	Brown Coat Cure Time	Plaster	5 days	Tue 5/25/27	Tue 6/1/27
77	Acclimate Building	HVAC	3 days	Tue 5/25/27	Thu 5/27/27
78	Install Flooring	Flooring	5 days	Fri 5/28/27	Fri 6/4/27
79	Paint Exterior Exposed Wood	Painting	2 days	Wed 6/2/27	Thu 6/3/27
80	Plaster Color Coat	Plaster	2 days	Fri 6/4/27	Mon 6/7/27
81	Install Wood Base	DFH	2 days	Mon 6/7/27	Tue 6/8/27
82	Wrought Iron Railing	Misc. Metals	4 days	Tue 6/8/27	Fri 6/11/27
83	Rain Gutters	Rain Gutter	4 days	Tue 6/8/27	Fri 6/11/27
84	Fire Sprinkler Finish	Fire Suppression	1 day	Tue 6/8/27	Tue 6/8/27
85	Exterior Building Lighting	Electrical	1 day	Tue 6/8/27	Tue 6/8/27
86	Final Inspections	Building Dept.	1 day	Wed 6/9/27	Wed 6/9/27
87	Install Interior Doors & Hardware	DFH	2 days	Wed 6/9/27	Thu 6/10/27
88	Substantial Completion / C of O	Building Dept.	1 day	Thu 6/10/27	Thu 6/10/27
89	Restroom Accessories	Specialties	1 day	Fri 6/11/27	Fri 6/11/27
90	Pre-Punch List Walk	GC	2 days	Mon 6/14/27	Tue 6/15/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

Job No.: B26-036
Page: 2

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
91	Pre-Punch List Corrections	GC	2 days	Wed 6/16/27	Thu 6/17/27
92	Janitorial Rough Cleaning	Janitorial	3 days	Fri 6/18/27	Tue 6/22/27
93	Punch List Walk	Owner	1 day	Fri 6/18/27	Fri 6/18/27
94	Punch List Corrections	All Trades	5 days	Mon 6/21/27	Fri 6/25/27
95	FF&E Installation	FF&E	3 days	Wed 6/23/27	Fri 6/25/27
96	Final Punch List Acceptance Walk	Owner	1 day	Mon 6/28/27	Mon 6/28/27
97	Janitorial Final Cleaning	Janitorial	2 days	Mon 6/28/27	Tue 6/29/27
98	Final Completion	GC	1 day	Wed 6/30/27	Wed 6/30/27
99	**BUILDING 200**		**138 days**	**Tue 12/29/26**	**Tue 7/13/27**
100	Abatement	Demolition	10 days	Tue 12/29/26	Tue 1/12/27
101	Remove Roof Tiles & Sheathing	Demolition	5 days	Wed 1/13/27	Tue 1/19/27
102	Demolition	Demolition	5 days	Wed 1/20/27	Tue 1/26/27
103	Demo Subfloor	Rough Carpentry	2 days	Wed 1/27/27	Thu 1/28/27
104	Install New Subfloor	Rough Carpentry	3 days	Fri 1/29/27	Tue 2/2/27
105	Underslab Plumbing	Plumbing	7 days	Wed 2/3/27	Thu 2/11/27
106	Underslab Plumbing Inspection	Building Dept.	1 day	Fri 2/12/27	Fri 2/12/27
107	Underslab Plumbing Backfill	Plumbing	2 days	Mon 2/15/27	Tue 2/16/27
108	Slab Rebar	Concrete	1 day	Wed 2/17/27	Wed 2/17/27
109	Rebar Inspection	Building Dept.	1 day	Thu 2/18/27	Thu 2/18/27
110	Slab Patchback	Concrete	4 days	Fri 2/19/27	Wed 2/24/27
111	Wall Framing	Rough Carpentry	5 days	Thu 2/25/27	Wed 3/3/27
112	Roof Framing	Rough Carpentry	4 days	Thu 3/4/27	Tue 3/9/27
113	Top-Out Plumbing	Plumbing	5 days	Wed 3/10/27	Tue 3/16/27
114	Rough HVAC	HVAC	3 days	Wed 3/17/27	Fri 3/19/27
115	Roofing Felt & Battens	Roofing	3 days	Mon 3/22/27	Wed 3/24/27
116	Rough Electrical / Data	Electrical	8 days	Mon 3/22/27	Wed 3/31/27
117	Load Roof Tiles	Roofing	2 days	Thu 3/25/27	Fri 3/26/27
118	Roof Tile Installation	Roofing	5 days	Mon 3/29/27	Fri 4/2/27
119	Fire Sprinkler Branch Lines and Drops	Fire Suppression	2 days	Thu 4/1/27	Fri 4/2/27
120	Fire Sprinkler Inspection	Fire Department	1 day	Mon 4/5/27	Mon 4/5/27
121	BPME Inspection	Building Dept.	1 day	Tue 4/6/27	Tue 4/6/27
122	Hollow Metal Door Frames	DFH	2 days	Wed 4/7/27	Thu 4/8/27
123	Windows	Windows	2 days	Wed 4/7/27	Thu 4/8/27
124	Exterior Lath	Plaster	4 days	Fri 4/9/27	Wed 4/14/27
125	Wall & Roof Insulation / Title 24	Insulation	2 days	Thu 4/15/27	Fri 4/16/27
126	Insulation Inspection	Building Dept.	1 day	Mon 4/19/27	Mon 4/19/27
127	Shower Units	Plumbing	2 days	Tue 4/20/27	Wed 4/21/27
128	Install Drywall	Drywall	4 days	Thu 4/22/27	Tue 4/27/27
129	Interior / Exterior Lath Inspection	Building Dept.	1 day	Wed 4/28/27	Wed 4/28/27
130	Tape / Top / Texture	Drywall	8 days	Wed 4/28/27	Fri 5/7/27
131	Plaster Scratch Coat	Plaster	1 day	Thu 4/29/27	Thu 4/29/27
132	Scratch Coat Cure Time	Plaster	2 days	Fri 4/30/27	Mon 5/3/27
133	Cultured Stone	Masonry	5 days	Tue 5/4/27	Mon 5/10/27
134	Interior Doors & Frames	DFH	5 days	Mon 5/10/27	Fri 5/14/27
135	Paint Interiors	Painting	4 days	Mon 5/17/27	Thu 5/20/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

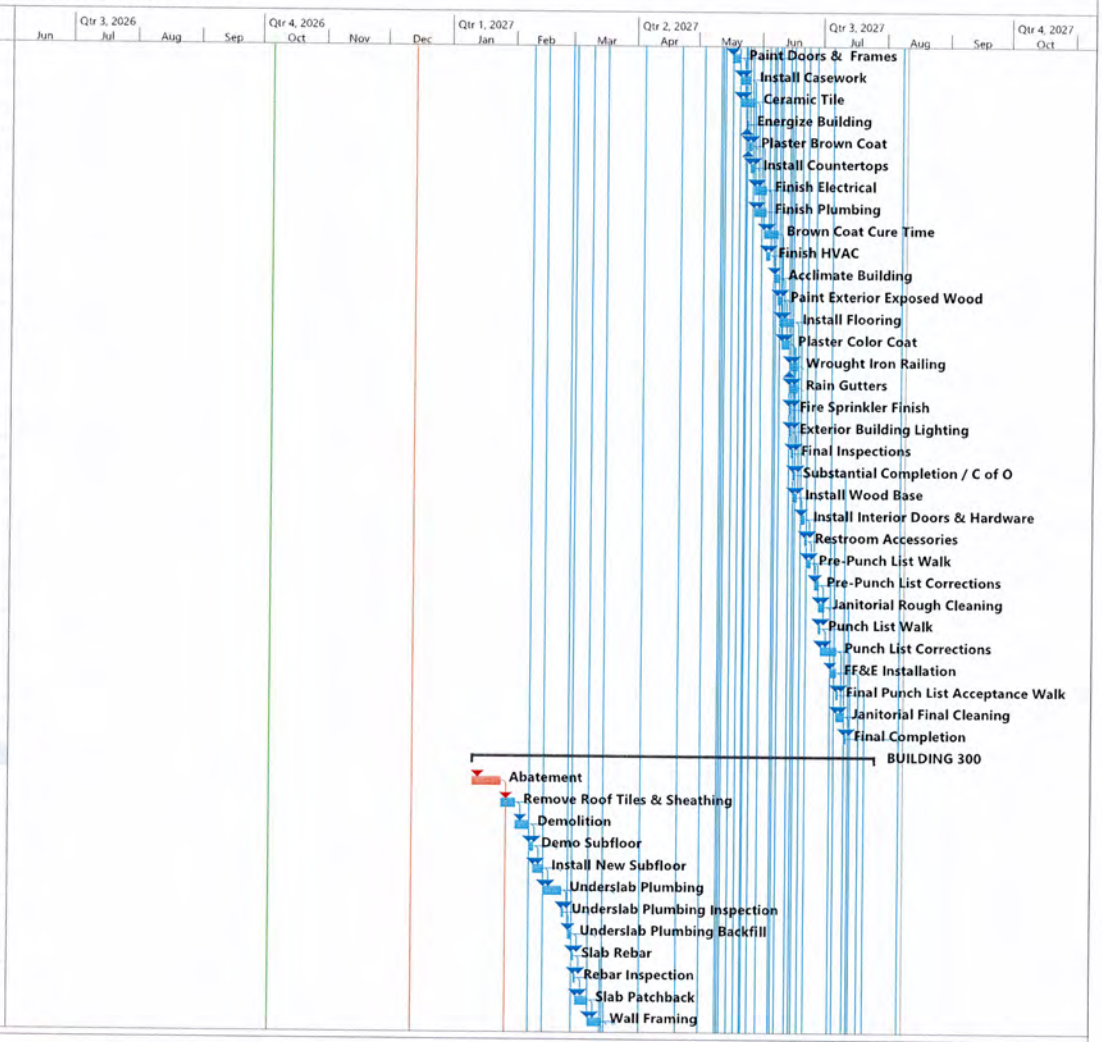
Job No.: B26-036
Page: 3

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
136	Paint Doors & Frames	Painting	4 days	Mon 5/17/27	Thu 5/20/27
137	Install Casework	Casework	3 days	Fri 5/21/27	Tue 5/25/27
138	Ceramic Tile	Tile	5 days	Fri 5/21/27	Thu 5/27/27
139	Energize Building	Electrical	1 day	Mon 5/24/27	Mon 5/24/27
140	Plaster Brown Coat	Plaster	2 days	Tue 5/25/27	Wed 5/26/27
141	Install Countertops	Tile	2 days	Wed 5/26/27	Thu 5/27/27
142	Finish Electrical	Electrical	3 days	Fri 5/28/27	Wed 6/2/27
143	Finish Plumbing	Plumbing	3 days	Fri 5/28/27	Wed 6/2/27
144	Brown Coat Cure Time	Plaster	5 days	Wed 6/2/27	Tue 6/8/27
145	Finish HVAC	HVAC	2 days	Thu 6/3/27	Fri 6/4/27
146	Acclimate Building	HVAC	3 days	Mon 6/7/27	Wed 6/9/27
147	Paint Exterior Exposed Wood	Painting	2 days	Wed 6/9/27	Thu 6/10/27
148	Install Flooring	Flooring	5 days	Thu 6/10/27	Wed 6/16/27
149	Plaster Color Coat	Plaster	2 days	Fri 6/11/27	Mon 6/14/27
150	Wrought Iron Railing	Misc. Metals	4 days	Tue 6/15/27	Fri 6/18/27
151	Rain Gutters	Rain Gutter	4 days	Tue 6/15/27	Fri 6/18/27
152	Fire Sprinkler Finish	Fire Suppression	1 day	Tue 6/15/27	Tue 6/15/27
153	Exterior Building Lighting	Electrical	1 day	Tue 6/15/27	Tue 6/15/27
154	Final Inspections	Building Dept.	1 day	Wed 6/16/27	Wed 6/16/27
155	Substantial Completion / C of O	Building Dept.	1 day	Thu 6/17/27	Thu 6/17/27
156	Install Wood Base	DFH	2 days	Thu 6/17/27	Fri 6/18/27
157	Install Interior Doors & Hardware	DFH	2 days	Mon 6/21/27	Tue 6/22/27
158	Restroom Accessories	Specialties	1 day	Wed 6/23/27	Wed 6/23/27
159	Pre-Punch List Walk	GC	2 days	Thu 6/24/27	Fri 6/25/27
160	Pre-Punch List Corrections	GC	2 days	Mon 6/28/27	Tue 6/29/27
161	Janitorial Rough Cleaning	Janitorial	3 days	Wed 6/30/27	Fri 7/2/27
162	Punch List Walk	Owner	1 day	Wed 6/30/27	Wed 6/30/27
163	Punch List Corrections	All Trades	5 days	Thu 7/1/27	Thu 7/8/27
164	FF&E Installation	FF&E	3 days	Tue 7/6/27	Thu 7/8/27
165	Final Punch List Acceptance Walk	Owner	1 day	Fri 7/9/27	Fri 7/9/27
166	Janitorial Final Cleaning	Janitorial	2 days	Fri 7/9/27	Mon 7/12/27
167	Final Completion	GC	1 day	Tue 7/13/27	Tue 7/13/27
168	**BUILDING 300**		**138 days**	**Wed 1/13/27**	**Tue 7/27/27**
169	Abatement	Demolition	10 days	Wed 1/13/27	Tue 1/26/27
170	Remove Roof Tiles & Sheathing	Roofing	5 days	Wed 1/27/27	Tue 2/2/27
171	Demolition	Demolition	5 days	Wed 2/3/27	Tue 2/9/27
172	Demo Subfloor	Rough Carpentry	2 days	Wed 2/10/27	Thu 2/11/27
173	Install New Subfloor	Rough Carpentry	3 days	Fri 2/12/27	Tue 2/16/27
174	Underslab Plumbing	Plumbing	7 days	Wed 2/17/27	Thu 2/25/27
175	Underslab Plumbing Inspection	Building Dept.	1 day	Fri 2/26/27	Fri 2/26/27
176	Underslab Plumbing Backfill	Plumbing	2 days	Mon 3/1/27	Tue 3/2/27
177	Slab Rebar	Concrete	1 day	Wed 3/3/27	Wed 3/3/27
178	Rebar Inspection	Building Dept.	1 day	Thu 3/4/27	Thu 3/4/27
179	Slab Patchback	Concrete	4 days	Fri 3/5/27	Wed 3/10/27
180	Wall Framing	Rough Carpentry	5 days	Thu 3/11/27	Wed 3/17/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

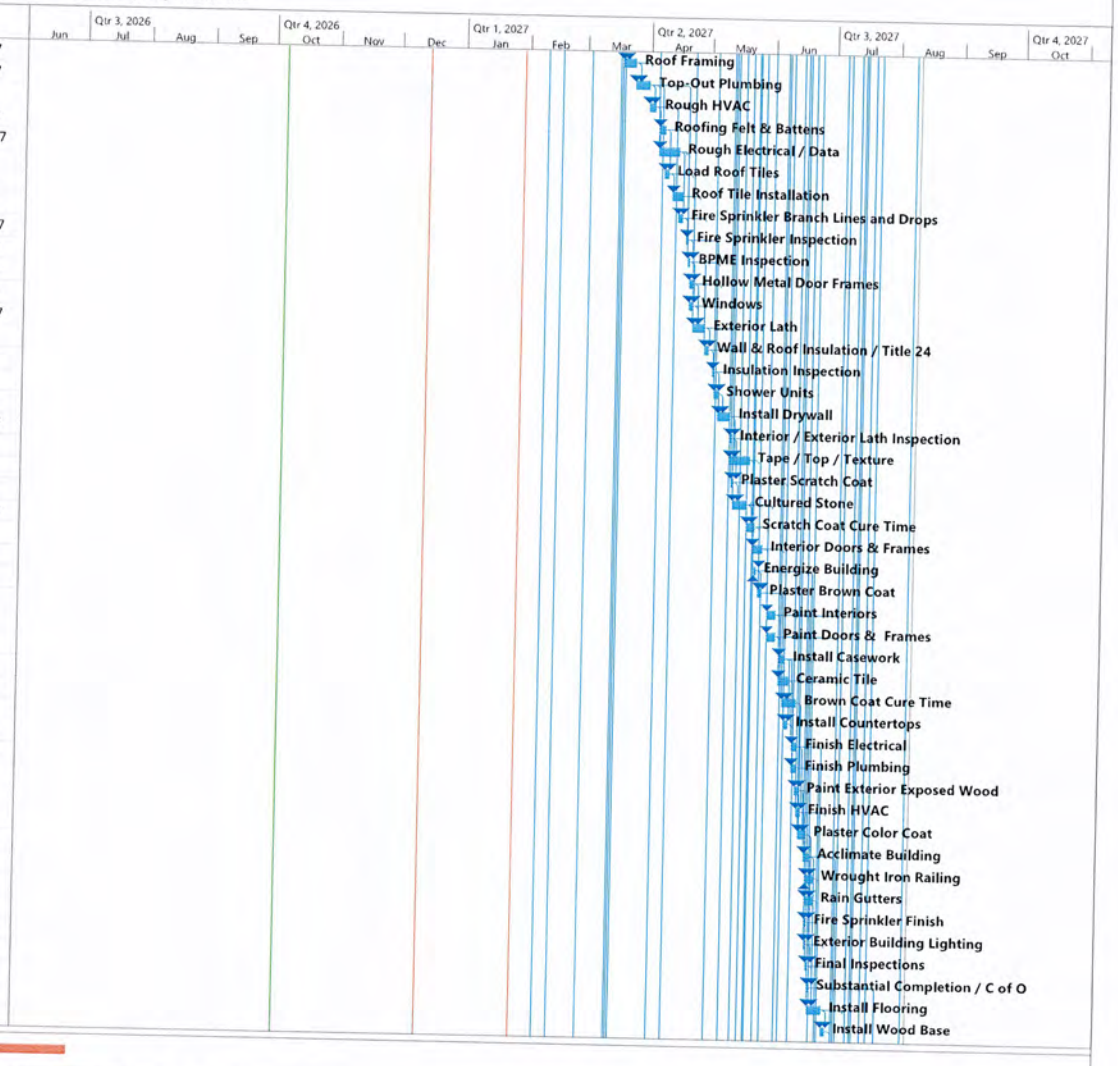
Job No.: B26-036
Page: 4

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
181	Roof Framing	Rough Carpentry	4 days	Thu 3/18/27	Tue 3/23/27
182	Top-Out Plumbing	Plumbing	5 days	Wed 3/24/27	Tue 3/30/27
183	Rough HVAC	HVAC	3 days	Wed 3/31/27	Fri 4/2/27
184	Roofing Felt & Battens	Roofing	3 days	Mon 4/5/27	Wed 4/7/27
185	Rough Electrical / Data	Electrical	8 days	Mon 4/5/27	Wed 4/14/27
186	Load Roof Tiles	Roofing	2 days	Thu 4/8/27	Fri 4/9/27
187	Roof Tile Installation	Roofing	5 days	Mon 4/12/27	Fri 4/16/27
188	Fire Sprinkler Branch Lines and Drops	Fire Suppression	2 days	Thu 4/15/27	Fri 4/16/27
189	Fire Sprinkler Inspection	Fire Department	1 day	Mon 4/19/27	Mon 4/19/27
190	BPME Inspection	Building Dept.	1 day	Tue 4/20/27	Tue 4/20/27
191	Hollow Metal Door Frames	DFH	2 days	Wed 4/21/27	Thu 4/22/27
192	Windows	Windows	2 days	Wed 4/21/27	Thu 4/22/27
193	Exterior Lath	Plaster	4 days	Fri 4/23/27	Wed 4/28/27
194	Wall & Roof Insulation / Title 24	Insulation	2 days	Thu 4/29/27	Fri 4/30/27
195	Insulation Inspection	Building Dept.	1 day	Mon 5/3/27	Mon 5/3/27
196	Shower Units	Plumbing	2 days	Tue 5/4/27	Wed 5/5/27
197	Install Drywall	Drywall	4 days	Thu 5/6/27	Tue 5/11/27
198	Interior / Exterior Lath Inspection	Building Dept.	1 day	Wed 5/12/27	Wed 5/12/27
199	Tape / Top / Texture	Drywall	8 days	Wed 5/12/27	Fri 5/21/27
200	Plaster Scratch Coat	Plaster	1 day	Thu 5/13/27	Thu 5/13/27
201	Cultured Stone	Masonry	5 days	Fri 5/14/27	Thu 5/20/27
202	Scratch Coat Cure Time	Plaster	2 days	Fri 5/21/27	Mon 5/24/27
203	Interior Doors & Frames	DFH	5 days	Mon 5/24/27	Fri 5/28/27
204	Energize Building	Electrical	1 day	Tue 5/25/27	Tue 5/25/27
205	Plaster Brown Coat	Plaster	2 days	Thu 5/27/27	Fri 5/28/27
206	Paint Interiors	Painting	4 days	Tue 6/1/27	Fri 6/4/27
207	Paint Doors & Frames	Painting	4 days	Tue 6/1/27	Fri 6/4/27
208	Install Casework	Casework	3 days	Mon 6/7/27	Wed 6/9/27
209	Ceramic Tile	Tile	5 days	Mon 6/7/27	Fri 6/11/27
210	Brown Coat Cure Time	Plaster	5 days	Wed 6/9/27	Tue 6/15/27
211	Install Countertops	Tile	2 days	Thu 6/10/27	Fri 6/11/27
212	Finish Electrical	Electrical	3 days	Mon 6/14/27	Wed 6/16/27
213	Finish Plumbing	Plumbing	3 days	Mon 6/14/27	Wed 6/16/27
214	Paint Exterior Exposed Wood	Painting	2 days	Wed 6/16/27	Thu 6/17/27
215	Finish HVAC	HVAC	2 days	Thu 6/17/27	Fri 6/18/27
216	Plaster Color Coat	Plaster	2 days	Fri 6/18/27	Mon 6/21/27
217	Acclimate Building	HVAC	3 days	Mon 6/21/27	Wed 6/23/27
218	Wrought Iron Railing	Misc. Metals	4 days	Tue 6/22/27	Fri 6/25/27
219	Rain Gutters	Rain Gutter	4 days	Tue 6/22/27	Fri 6/25/27
220	Fire Sprinkler Finish	Fire Suppression	1 day	Tue 6/22/27	Tue 6/22/27
221	Exterior Building Lighting	Electrical	1 day	Tue 6/22/27	Tue 6/22/27
222	Final Inspections	Building Dept.	1 day	Wed 6/23/27	Wed 6/23/27
223	Substantial Completion / C of O	Building Dept.	1 day	Thu 6/24/27	Thu 6/24/27
224	Install Flooring	Flooring	5 days	Thu 6/24/27	Wed 6/30/27
225	Install Wood Base	DFH	2 days	Thu 7/1/27	Fri 7/2/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

Job No.: B26-036
Page: 5

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
226	Install Interior Doors & Hardware	DFH	2 days	Tue 7/6/27	Wed 7/7/27
227	Restroom Accessories	Specialties	1 day	Thu 7/8/27	Thu 7/8/27
228	Pre-Punch List Walk	GC	2 days	Fri 7/9/27	Mon 7/12/27
229	Pre-Punch List Corrections	GC	2 days	Tue 7/13/27	Wed 7/14/27
230	Janitorial Rough Cleaning	Janitorial	3 days	Thu 7/15/27	Mon 7/19/27
231	Punch List Walk	Owner	1 day	Thu 7/15/27	Thu 7/15/27
232	Punch List Corrections	All Trades	5 days	Fri 7/16/27	Thu 7/22/27
233	FF&E Installation	FF&E	3 days	Tue 7/20/27	Thu 7/22/27
234	Final Punch List Acceptance Walk	Owner	1 day	Fri 7/23/27	Fri 7/23/27
235	Janitorial Final Cleaning	Janitorial	2 days	Fri 7/23/27	Mon 7/26/27
236	Final Completion	GC	1 day	Tue 7/27/27	Tue 7/27/27
237	**BUILDING 400**		**138 days**	**Wed 1/27/27**	**Tue 8/10/27**
238	Abatement	Demolition	10 days	Wed 1/27/27	Tue 2/9/27
239	Remove Roof Tiles & Sheathing	Roofing	5 days	Wed 2/10/27	Tue 2/16/27
240	Demolition	Demolition	5 days	Wed 2/17/27	Tue 2/23/27
241	Demo Subfloor	Rough Carpentry	2 days	Wed 2/24/27	Thu 2/25/27
242	Install New Subfloor	Rough Carpentry	3 days	Fri 2/26/27	Tue 3/2/27
243	Underslab Plumbing	Plumbing	7 days	Wed 3/3/27	Thu 3/11/27
244	Underslab Plumbing Inspection	Building Dept.	1 day	Fri 3/12/27	Fri 3/12/27
245	Underslab Plumbing Backfill	Plumbing	2 days	Mon 3/15/27	Tue 3/16/27
246	Slab Rebar	Concrete	1 day	Wed 3/17/27	Wed 3/17/27
247	Rebar Inspection	Building Dept.	1 day	Thu 3/18/27	Thu 3/18/27
248	Slab Patchback	Concrete	4 days	Fri 3/19/27	Wed 3/24/27
249	Wall Framing	Rough Carpentry	5 days	Thu 3/25/27	Wed 3/31/27
250	Roof Framing	Rough Carpentry	4 days	Thu 4/1/27	Tue 4/6/27
251	Top-Out Plumbing	Plumbing	5 days	Wed 4/7/27	Tue 4/13/27
252	Rough HVAC	HVAC	3 days	Wed 4/14/27	Fri 4/16/27
253	Roofing Felt & Battens	Roofing	3 days	Mon 4/19/27	Wed 4/21/27
254	Rough Electrical / Data	Electrical	8 days	Mon 4/19/27	Wed 4/28/27
255	Load Roof Tiles	Roofing	2 days	Thu 4/22/27	Fri 4/23/27
256	Roof Tile Installation	Roofing	5 days	Mon 4/26/27	Fri 4/30/27
257	Fire Sprinkler Branch Lines and Drops	Fire Suppression	4 days	Thu 4/29/27	Tue 5/4/27
258	Fire Sprinkler Inspection	Fire Department	1 day	Wed 5/5/27	Wed 5/5/27
259	BPME Inspection	Building Dept.	1 day	Thu 5/6/27	Thu 5/6/27
260	Hollow Metal Door Frames	DFH	3 days	Fri 5/7/27	Tue 5/11/27
261	Windows	Windows	2 days	Fri 5/7/27	Mon 5/10/27
262	Exterior Lath	Plaster	4 days	Wed 5/12/27	Mon 5/17/27
263	Wall & Roof Insulation / Title 24	Insulation	2 days	Tue 5/18/27	Wed 5/19/27
264	Insulation Inspection	Building Dept.	1 day	Thu 5/20/27	Thu 5/20/27
265	Install Drywall	Drywall	4 days	Fri 5/21/27	Wed 5/26/27
266	Energize Building	Electrical	1 day	Wed 5/26/27	Wed 5/26/27
267	Interior / Exterior Lath Inspection	Building Dept.	1 day	Thu 5/27/27	Thu 5/27/27
268	Tape / Top / Texture	Drywall	8 days	Thu 5/27/27	Tue 6/8/27
269	Plaster Scratch Coat	Plaster	1 day	Fri 5/28/27	Fri 5/28/27
270	Scratch Coat Cure Time	Plaster	2 days	Tue 6/1/27	Wed 6/2/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

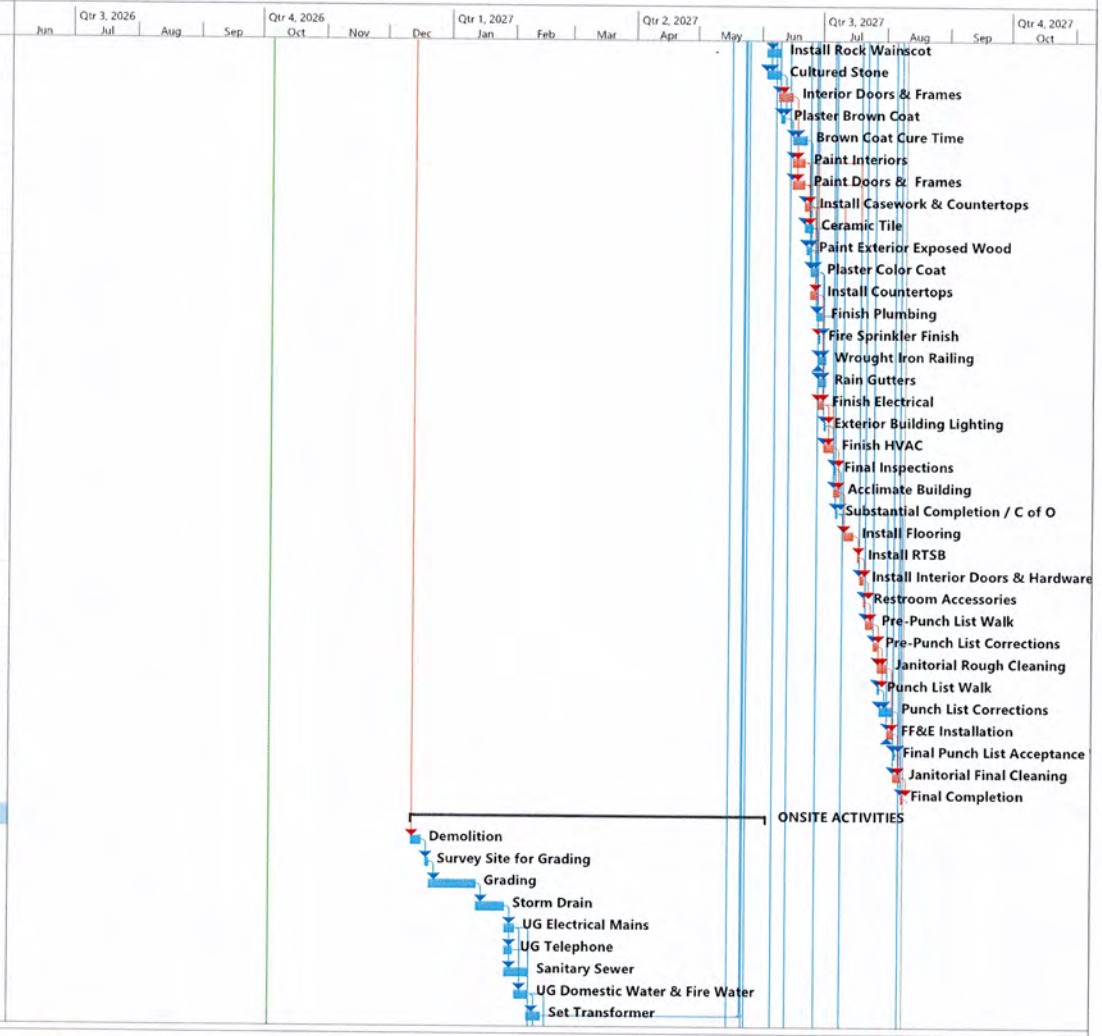
Job No.: B26-036
Page: 6

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
271	Install Rock Wainscot	Masonry	5 days	Thu 6/3/27	Wed 6/9/27
272	Cultured Stone	Masonry	5 days	Thu 6/3/27	Wed 6/9/27
273	Interior Doors & Frames	DFH	5 days	Wed 6/9/27	Tue 6/15/27
274	Plaster Brown Coat	Plaster	2 days	Thu 6/10/27	Fri 6/11/27
275	Brown Coat Cure Time	Plaster	5 days	Wed 6/16/27	Tue 6/22/27
276	Paint Interiors	Painting	4 days	Wed 6/16/27	Mon 6/21/27
277	Paint Doors & Frames	Painting	4 days	Wed 6/16/27	Mon 6/21/27
278	Install Casework & Countertops	Casework	3 days	Tue 6/22/27	Thu 6/24/27
279	Ceramic Tile	Tile	4 days	Tue 6/22/27	Fri 6/25/27
280	Paint Exterior Exposed Wood	Painting	2 days	Wed 6/23/27	Thu 6/24/27
281	Plaster Color Coat	Plaster	2 days	Fri 6/25/27	Mon 6/28/27
282	Install Countertops	Casework	2 days	Fri 6/25/27	Mon 6/28/27
283	Finish Plumbing	Plumbing	3 days	Mon 6/28/27	Wed 6/30/27
284	Fire Sprinkler Finish	Fire Suppression	1 day	Tue 6/29/27	Tue 6/29/27
285	Wrought Iron Railing	Misc. Metals	4 days	Tue 6/29/27	Fri 7/2/27
286	Rain Gutters	Rain Gutter	4 days	Tue 6/29/27	Fri 7/2/27
287	Finish Electrical	Electrical	3 days	Tue 6/29/27	Thu 7/1/27
288	Exterior Building Lighting	Electrical	1 day	Fri 7/2/27	Fri 7/2/27
289	Finish HVAC	HVAC	2 days	Fri 7/2/27	Tue 7/6/27
290	Final Inspections	Building Dept.	1 day	Wed 7/7/27	Wed 7/7/27
291	Acclimate Building	HVAC	3 days	Wed 7/7/27	Fri 7/9/27
292	Substantial Completion / C of O	Building Dept.	1 day	Thu 7/8/27	Thu 7/8/27
293	Install Flooring	Flooring	5 days	Mon 7/12/27	Fri 7/16/27
294	Install RTSB	Flooring	1 day	Mon 7/19/27	Mon 7/19/27
295	Install Interior Doors & Hardware	DFH	2 days	Tue 7/20/27	Wed 7/21/27
296	Restroom Accessories	Specialties	1 day	Thu 7/22/27	Thu 7/22/27
297	Pre-Punch List Walk	GC	2 days	Fri 7/23/27	Mon 7/26/27
298	Pre-Punch List Corrections	GC	2 days	Tue 7/27/27	Wed 7/28/27
299	Janitorial Rough Cleaning	Janitorial	3 days	Thu 7/29/27	Mon 8/2/27
300	Punch List Walk	Owner	1 day	Thu 7/29/27	Thu 7/29/27
301	Punch List Corrections	All Trades	5 days	Fri 7/30/27	Thu 8/5/27
302	FF&E Installation	FF&E	3 days	Tue 8/3/27	Thu 8/5/27
303	Final Punch List Acceptance Walk	Owner	1 day	Fri 8/6/27	Fri 8/6/27
304	Janitorial Final Cleaning	Janitorial	2 days	Fri 8/6/27	Mon 8/9/27
305	Final Completion	GC	1 day	Tue 8/10/27	Tue 8/10/27
306	**ONSITE ACTIVITIES**		**122 days**	**Mon 12/14/26**	**Fri 6/4/27**
307	Demolition	Demolition	5 days	Mon 12/14/26	Fri 12/18/26
308	Survey Site for Grading	Survey	2 days	Mon 12/21/26	Tue 12/22/26
309	Grading	Earthwork	15 days	Wed 12/23/26	Thu 1/14/27
310	Storm Drain	Site Utilities	10 days	Fri 1/15/27	Thu 1/28/27
311	UG Electrical Mains	Electrical	3 days	Fri 1/29/27	Tue 2/2/27
312	UG Telephone	Electrical	2 days	Fri 1/29/27	Mon 2/1/27
313	Sanitary Sewer	Site Utilities	8 days	Fri 1/29/27	Tue 2/9/27
314	UG Domestic Water & Fire Water	Site Utilities	5 days	Wed 2/3/27	Tue 2/9/27
315	Set Transformer	Electrical	5 days	Tue 2/9/27	Mon 2/15/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

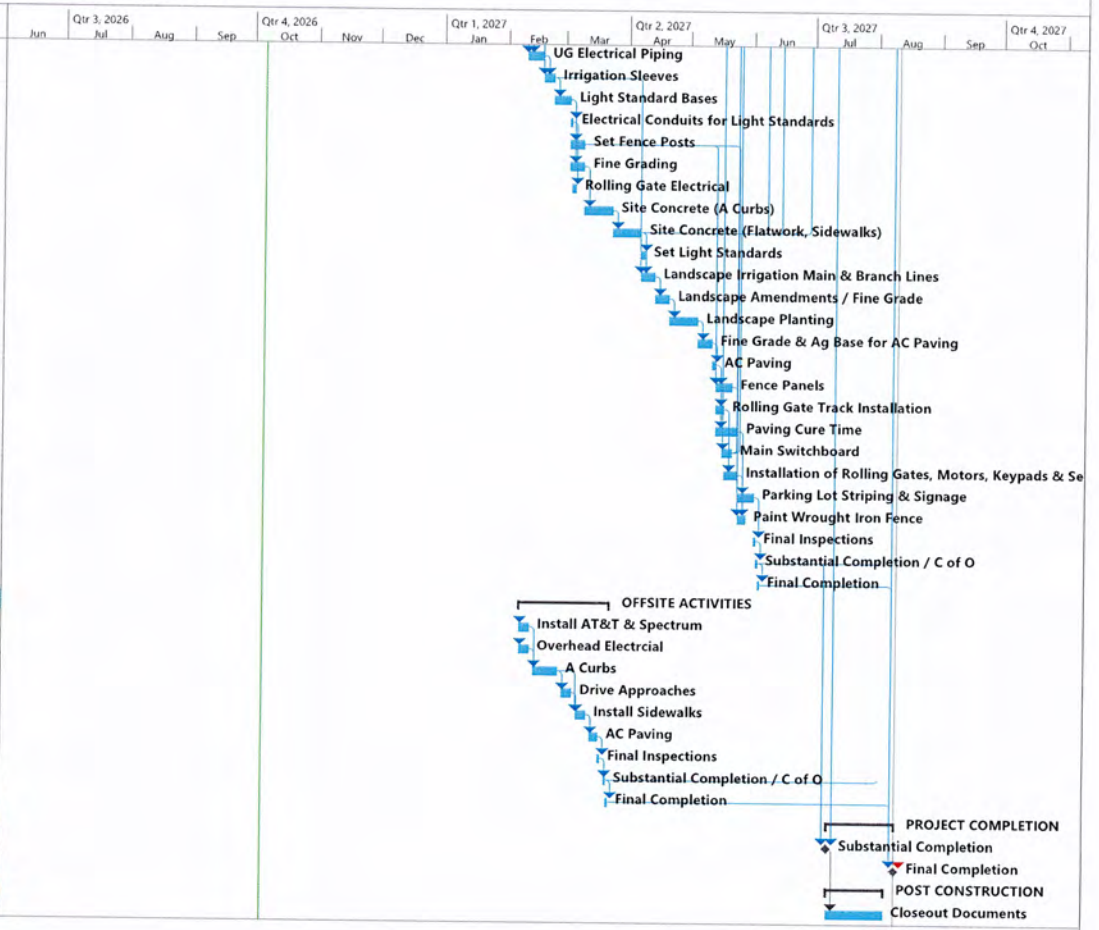
Job No.: B26-036
Page: 7

RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Community Action Partnership of Kern

Preliminary Project Schedule

ID	Task Name	Trade	Duration	Start	Finish
316	UG Electrical Piping	Electrical	6 days	Wed 2/10/27	Wed 2/17/27
317	Irrigation Sleeves	Landscape	3 days	Thu 2/18/27	Mon 2/22/27
318	Light Standard Bases	Site Concrete	6 days	Tue 2/23/27	Tue 3/2/27
319	Electrical Conduits for Light Standards	Electrical	1 day	Wed 3/3/27	Wed 3/3/27
320	Set Fence Posts	Fencing	5 days	Wed 3/3/27	Tue 3/9/27
321	Fine Grading	Earthwork	5 days	Wed 3/3/27	Tue 3/9/27
322	Rolling Gate Electrical	Electrical	2 days	Thu 3/4/27	Fri 3/5/27
323	Site Concrete (A Curbs)	Site Concrete	10 days	Wed 3/10/27	Tue 3/23/27
324	Site Concrete (Flatwork, Sidewalks)	Site Concrete	10 days	Wed 3/24/27	Tue 4/6/27
325	Set Light Standards	Electrical	2 days	Wed 4/7/27	Thu 4/8/27
326	Landscape Irrigation Main & Branch Lines	Landscape	5 days	Wed 4/7/27	Tue 4/13/27
327	Landscape Amendments / Fine Grade	Landscape	5 days	Wed 4/14/27	Tue 4/20/27
328	Landscape Planting	Landscape	10 days	Wed 4/21/27	Tue 5/4/27
329	Fine Grade & Ag Base for AC Paving	Paving	5 days	Wed 5/5/27	Tue 5/11/27
330	AC Paving	Paving	2 days	Wed 5/12/27	Thu 5/13/27
331	Fence Panels	Fencing	6 days	Fri 5/14/27	Fri 5/21/27
332	Rolling Gate Track Installation	Fencing	2 days	Fri 5/14/27	Mon 5/17/27
333	Paving Cure Time	Paving	7 days	Fri 5/14/27	Mon 5/24/27
334	Main Switchboard	Electrical	5 days	Mon 5/17/27	Fri 5/21/27
335	Installation of Rolling Gates, Motors, Keypads & Sens	Fencing	5 days	Tue 5/18/27	Mon 5/24/27
336	Parking Lot Striping & Signage	Paving	5 days	Tue 5/25/27	Tue 6/1/27
337	Paint Wrought Iron Fence	Fencing	4 days	Tue 5/25/27	Fri 5/28/27
338	Final Inspections	Building Dept.	1 day	Wed 6/2/27	Wed 6/2/27
339	Substantial Completion / C of O	Building Dept.	1 day	Thu 6/3/27	Thu 6/3/27
340	Final Completion	GC	1 day	Fri 6/4/27	Fri 6/4/27
341	**OFFSITE ACTIVITIES**		**32 days**	**Mon 2/8/27**	**Tue 3/23/27**
342	Install AT&T & Spectrum	Electrical	5 days	Mon 2/8/27	Fri 2/12/27
343	Overhead Electrcial	PGE	5 days	Mon 2/8/27	Fri 2/12/27
344	A Curbs	Site Concrete	10 days	Mon 2/15/27	Fri 2/26/27
345	Drive Approaches	Site Concrete	5 days	Mon 3/1/27	Fri 3/5/27
346	Install Sidewalks	Site Concrete	5 days	Mon 3/8/27	Fri 3/12/27
347	AC Paving	Paving	4 days	Mon 3/15/27	Thu 3/18/27
348	Final Inspections	Building Dept.	1 day	Fri 3/19/27	Fri 3/19/27
349	Substantial Completion / C of O	Building Dept.	1 day	Mon 3/22/27	Mon 3/22/27
350	Final Completion	GC	1 day	Tue 3/23/27	Tue 3/23/27
351	**PROJECT COMPLETION**		**23 days**	**Thu 7/8/27**	**Tue 8/10/27**
352	Substantial Completion	GC	0 days	Thu 7/8/27	Thu 7/8/27
353	Final Completion	GC	0 days	Tue 8/10/27	Tue 8/10/27
354	**POST CONSTRUCTION**		**20 days**	**Fri 7/9/27**	**Thu 8/5/27**
355	Closeout Documents	GC	20 days	Fri 7/9/27	Thu 8/5/27



Gantt Chart Legend: Task | Milestone | Summary | Critical Path

Date: Tue 10/6/26
File: B26-058 Preliminary Schedule

COLOMBO CONSTRUCTION COMPANY

Job No.: B26-036
Page: 8

RELEVANT PROJECT EXPERIENCE

Evaluation Criterion #2 (10 Points)

Colombo Construction Company, Inc. has extensive experience successfully delivering renovation, rehabilitation, modernization, and adaptive-reuse projects within existing facilities. Our experience includes transforming existing buildings for new uses, upgrading aging infrastructure and building systems, performing construction within occupied and operational environments, coordinating phased construction, and addressing unforeseen existing conditions while maintaining safety, quality, budget, and schedule.

The projects highlighted below demonstrate Colombo's experience most relevant to the Ramkabir Permanent Supportive Housing Project, including adaptive reuse, comprehensive rehabilitation and modernization, integration of new building systems with existing conditions, coordination of multiple trades and stakeholders, and construction within active environments. Collectively, these projects demonstrate our ability to successfully transform existing facilities into safe, functional, accessible, and community-serving spaces while carefully managing the challenges inherent in renovation and rehabilitation work.

COMMUNITY ACTION PARTNERSHIP OF KERN | CENTRAL KITCHEN

Bakersfield, California | $5.5 Million | Design-Build

Project Overview:
Colombo served as the design-builder for the $5.5 million CAPK Central Kitchen, transforming a former maintenance and operations building into a state-of-the-art commercial kitchen serving the Community Action Partnership of Kern. Working with Skarphol/Frank Associates, Colombo converted the existing steel-frame building into a specialized community-serving facility.

The project included new food preparation, cooking, packaging, and storage areas, along with new mechanical, electrical, and plumbing systems tailored to the requirements of a high-volume commercial kitchen. Colombo worked closely with CAPK and the design team throughout design and construction to coordinate specialized systems, utility routing, finishes, workflow, budget, and schedule.

Relevance to CAPK Ramkabir:
The CAPK Central Kitchen provides particularly relevant experience because it involved the adaptive reuse of an existing building for a completely new purpose. Colombo retained and worked within the existing structural framework while integrating new architectural finishes, mechanical, electrical, plumbing, and other building systems necessary to create a modern community-serving facility.

This experience directly relates to the Ramkabir project, where an existing building must be transformed into permanent supportive housing that meets current standards for safety, accessibility, functionality, and resident services. As with Ramkabir, the Central Kitchen required Colombo to understand existing conditions, determine how the existing structure could be effectively reused, and integrate substantial new construction and building systems into the existing facility.

The project also demonstrates Colombo's experience working directly with CAPK and coordinating closely with the owner and design team throughout the project. This familiarity with CAPK's organization, expectations, and community-serving mission provides additional value as Colombo works with CAPK to deliver Ramkabir.

RELEVANT PROJECT EXPERIENCE

Evaluation Criterion #2 (10 Points)

Most importantly, the Central Kitchen demonstrates Colombo's ability to give an existing building a completely new life through thoughtful planning, careful coordination, and disciplined construction management.

Schedule Performance:
The project schedule was extended during construction to accommodate multiple owner-directed additions and scope changes. Colombo worked closely with CAPK and the design team to incorporate the additional work, coordinate the associated impacts, and maintain progress toward the revised completion requirements. The final completion date reflected the approved schedule extensions associated with these owner-directed changes.

RICHARDSON CHILD DEVELOPMENT CENTER | CAMPUS MODERNIZATION

Bakersfield, California | $17.7 Million | Construction Management

Project Overview:
Colombo completed the $17.7 million campus-wide modernization of the Richardson Child Development Center in Bakersfield. Originally constructed in 1955, the campus included six existing buildings totaling approximately 32,816 square feet serving general education and special education preschool programs.

The project included renovations and expansions to classroom wings, administration and multipurpose buildings, restrooms, offices, library, cafeteria, commons, conference and reception areas, playgrounds, parking, walkways, and site improvements. Major upgrades brought existing facilities into compliance with current requirements, including fire alarm, data, plumbing, mechanical, and electrical improvements, along with new finishes, flooring, cabinetry, and circulation improvements.

Relevance to CAPK Ramkabir:
Richardson demonstrates Colombo's ability to manage comprehensive modernization of an older existing facility while preserving and improving existing buildings and infrastructure. The project required coordination of architectural finishes, building systems, accessibility, circulation, and site improvements across multiple existing buildings and varied spaces.

The project is relevant to Ramkabir because it required Colombo to address the many interconnected components of an existing facility rather than treating individual improvements as isolated scopes of work. Building systems, accessibility, interior finishes, circulation, site improvements, and operational requirements all had to be coordinated as part of a comprehensive modernization effort.

This experience is applicable to the Ramkabir project, where successful rehabilitation will depend on coordinating numerous improvements into a cohesive residential environment. Richardson also reinforces Colombo's ability to bring older facilities up to current standards while maintaining a focus on safety, accessibility, functionality, and the experience of the people who use the completed facility.

Schedule Performance:
Colombo completed the Richardson Child Development Center project approximately 6-months ahead of the contractual completion date on an 19-month construction schedule. This performance demonstrates Colombo's ability to effectively plan, sequence, and coordinate complex renovation work while maintaining schedule control and achieving an established, deadline-driven completion date.

RELEVANT PROJECT EXPERIENCE

Evaluation Criterion #2 (10 Points)

BAKERSFIELD MEMORIAL HOSPITAL | PEDIATRIC SURGERY EXPANSION

Bakersfield, California | $18.8 Million | Design-Build

Project Overview:
Colombo provided comprehensive preconstruction and construction services for the $18.8 million Pediatric Surgery Expansion at Bakersfield Memorial Hospital. The 10,480-square-foot project added three pediatric operating rooms, eight pre-op/PACU bays, a centralized nurses' station, and associated surgical support spaces.

The new Pediatric Surgery Suite was constructed as a vertical expansion directly above a fully operational Emergency Department and connected to the hospital's existing Surgical Suite within the adjacent East Tower and Cath Lab buildings. The project required intricate phasing, infection control planning, vibration monitoring, and continuous coordination to maintain uninterrupted hospital operations.

A structural "top-down" construction approach was developed to allow the floor framing system to be suspended downward without penetrating the Emergency Department ceiling below. This preserved life-safety systems and allowed emergency services to remain fully operational throughout construction.

Relevance to CAPK Ramkabir:
The Pediatric Surgery Expansion demonstrates Colombo's ability to execute complex rehabilitation and expansion work within and immediately adjacent to an occupied, fully operational existing facility. The project required Colombo to work within significant physical and operational constraints while integrating new construction with existing structures, building systems, life-safety systems, and active hospital operations.

This experience is directly relevant to Ramkabir because successful rehabilitation of an existing building requires much more than completing the new work shown on the drawings. Colombo must first understand how the existing facility functions, identify potential conflicts and constraints, and then sequence the work so new construction can be safely and efficiently integrated with existing conditions.

The Pediatric Surgery Expansion required careful coordination of structure, access, deliveries, vibration, noise, life-safety systems, and ongoing operations. These same principles apply to the Ramkabir project, where Colombo will need to carefully manage construction activities within an existing building and minimize impacts to surrounding operations, residents, staff, neighbors, and other stakeholders.

The project also demonstrates Colombo's ability to identify complex existing-condition challenges early and develop practical construction solutions. The top-down structural approach allowed the project to proceed while protecting the Emergency Department below and maintaining critical hospital operations. This proactive approach to identifying constraints, developing solutions, and coordinating those solutions with the owner and design team is directly applicable to the rehabilitation of Ramkabir.

Finally, the Pediatric Surgery Expansion demonstrates Colombo's ability to build and maintain strong relationships with sophisticated institutional owners while successfully navigating highly complex construction environments. The project required continuous communication and coordination with hospital personnel, medical staff, the design team, and other stakeholders, reinforcing Colombo's commitment to collaborative project delivery.

RELEVANT PROJECT EXPERIENCE

Evaluation Criterion #2 (10 Points)

Schedule Performance:
The project schedule was extended during construction to accommodate multiple owner-directed additions and scope changes. Colombo worked closely with the district to incorporate the additional work, coordinate the associated impacts, and maintain progress toward the revised completion requirements. The final completion date reflected the approved schedule extensions associated with these owner-directed changes.

Team Relevance:
The project also provides direct experience within the Colombo team proposed for Ramkabir. Proposed Project Superintendent Cory Schuessler served as a Superintendent on the Pediatric Surgery Expansion, providing firsthand experience with the project's complex phasing, coordination, and operational constraints.

His direct experience on this project provides the Ramkabir team with practical knowledge of how to manage construction within existing facilities, coordinate complex work around ongoing operations, and proactively address unforeseen conditions in the field.

BAKERSFIELD MEMORIAL HOSPITAL | HYBRID CATH LAB #3 / CVOR

Bakersfield, California | $1.8 Million | Design-Bid-Build

Dignity Health Bakersfield's $1.8 million renovation of the existing Cath Lab #3, Control Room, and office area created Bakersfield's first state-of-the-art Hybrid Catheterization Laboratory. The 1,268-square-foot renovation transformed the existing space into a combined Cath Lab and Operating Room Suite, including an Equipment Room, Control Room, and Pump Room.

Construction occurred within an active hospital and required strict infection control, protection of sterile environments, and continuous attention to the safety of patients, physicians, and hospital staff. Colombo coordinated closely with hospital personnel and physicians to schedule construction activities around patient care and medical procedures, including disruptive and high-noise operations.

The project demonstrates Colombo's ability to renovate and modernize an existing space while maintaining operations in an occupied facility. New systems, equipment, and finishes had to be integrated within the existing building footprint while the surrounding hospital remained fully operational.

This experience reinforces Colombo's ability to plan construction activities around ongoing operations, communicate effectively with facility representatives, and maintain a safe and controlled construction environment throughout renovation.

RELEVANT EXPERIENCE SUMMARY

Colombo's selected project experience demonstrates the combination of capabilities required to successfully deliver the Ramkabir Permanent Supportive Housing Project.

RELEVANT PROJECT EXPERIENCE

Evaluation Criterion #2 (10 Points)

CAPK Central Kitchen demonstrates Colombo's direct experience working with CAPK and transforming an existing building into a new community-serving facility through adaptive reuse. The project required extensive integration of new building systems and finishes within an existing structure and provides a direct example of Colombo's ability to give an existing facility a completely new purpose.

Richardson Child Development Center demonstrates Colombo's experience with comprehensive rehabilitation and modernization of an existing facility, including accessibility, life-safety, mechanical, electrical, plumbing, finishes, circulation, and site improvements. Most importantly, the project was completed approximately one month ahead of its 18-month contractual schedule, providing a direct example of Colombo's ability to successfully deliver a complex rehabilitation project under a deadline-driven schedule.

Bakersfield Memorial Hospital – Pediatric Surgery Expansion demonstrates Colombo's ability to execute highly complex construction within and immediately adjacent to occupied and continuously operating facilities. The project required sophisticated phasing, integration with existing structures and systems, protection of life-safety systems, and continuous coordination with the owner and facility users.

Together, these projects demonstrate Colombo's ability to approach rehabilitation and adaptive-reuse work with a thorough **understanding of existing conditions, proactive coordination, disciplined schedule management, and a commitment to maintaining safe and functional environments throughout construction.**

Colombo will bring this experience to Ramkabir with a focus on understanding existing conditions early, proactively identifying and resolving potential conflicts, maintaining schedule certainty, coordinating closely with CAPK and the design team, and delivering a high-quality facility that supports CAPK's mission and the needs of its residents.

COLOMBO CONSTRUCTION COMPANY, INC.
3211 Rio Mirada Drive
Bakersfield, CA 93308
661.316.0100
colomboconstruction.com

COMMUNITY ACTION PARTNERSHIP OF KERN CENTRAL KITCHEN



LOCATION: 1825 Feliz Drive, Bakersfield, CA 93307
CLIENT: Community Action Partnership of Kern
PROJECT TYPE: Commercial
DELIVERY METHOD: Design-Build
ARCHITECT: Skarphol / Frank Associates
SIZE: 12,000 SF
COST: $5.5 M
COMMENCEMENT DATE: September 2024
COMPLETION DATE: May 2025





Colombo Construction Company proudly served as the design-builder for the new CAPK Central Kitchen, a transformative project that supports the mission of the Community Action Partnership of Kern. In partnership with Skarphol/Frank Associates, we converted a 12,000 SF former maintenance and operations building into a state-of-the-art commercial kitchen designed to meet the growing needs of Kern County's most vulnerable communities.

The CAPK Central Kitchen prepares and distributes meals for thousands of children across Kern County—many of whom rely on these meals as their primary source of nutrition. For over two decades, kitchen staff operated out of a repurposed East Bakersfield Olive Garden. Now, they've moved into a new facility specifically designed to support their mission.

With expanded cooking capacity, improved food storage systems, and upgraded workflow efficiencies, the new kitchen empowers staff to prepare more creative, nutritious meals—in a modern, safe, and dignified environment.

Creativity, collaboration, and craftsmanship defined this project. Our team worked closely with CAPK and the design team to ensure that every detail—from utility routing to food-safe finishes—met the operational demands of a high-volume central kitchen while staying within budget and schedule.

Project Highlights:

- Adaptive reuse of a steel-frame building
- New MEP systems tailored to commercial kitchen needs
- Enhanced food prep, cooking, and packaging zones
- Sustainable and efficient design elements
- Seamless coordination between design and construction

COLOMBO CONSTRUCTION COMPANY, INC.
3211 Rio Mirada Drive
Bakersfield, CA 93308
661.316.0100
colomboconstruction.com

RICHARDSON CHILD DEVELOPMENT CENTER CAMPUS MODERNIZATION



LOCATION: 1515 Feliz Drive, Bakersfield, CA 93307
CLIENT: Kern Country Superintendent of Schools
PROJECT TYPE: Education
DELIVERY METHOD: Construction Management Multi-Prime
ARCHITECT: Ordiz-Melby Architects, Inc.
SIZE: 32,816 SF
COST: $17.7 M
COMMENCEMENT DATE: March 2023
COMPLETION DATE: August 2025





The Richardson Child Development Center project involved a campus-wide modernization of an existing elementary school campus serving general education and special education preschool children ages 3–5. The Center provides early childhood education and specialized support services for young children, making a safe, accessible, and supportive learning environment essential to the campus.

Originally constructed in 1955, with the last major modernization completed in 1993, the project included six buildings totaling approximately 32,816 SF. The work included renovation and expansion of the Administration Building, four classroom wings with 19 classrooms, a Multipurpose Building, 21 restrooms, offices, breakrooms, workrooms, library, cafeteria, commons, playgrounds, conference and reception/waiting areas, as well as a new parking lot, walkways, and ornamental fencing throughout the campus.

Major system upgrades were completed to bring the facility into compliance with current code requirements, including upgrades to fire alarm, data, plumbing, mechanical, and electrical systems. Interior improvements included updated finishes, flooring, and cabinetry, along with improvements to circulation and site amenities to better support the needs of young children, staff, and families.

COLOMBO CONSTRUCTION COMPANY, INC.
3211 Rio Mirada Drive
Bakersfield, CA 93308
661.316.0100
colomboconstruction.com

BAKERSFIELD MEMORIAL HOSPITAL
PEDIATRIC SURGERY EXPANSION



LOCATION: 420 34th Street, Bakersfield, CA 93301
CLIENT: CommonSpirit Health | Dignity Health Bakersfield
PROJECT TYPE: Healthcare
DELIVERY METHOD: Design-Build
OHSPD PROJECT CLASSIFICATION: OSHPD 1
ARCHITECT: Devenney Group Architects
SIZE: 10,480 SF
COST: $18.8 M
COMMENCEMENT DATE: August 2023
COMPLETION DATE: December 2025





Colombo Construction provided comprehensive preconstruction and construction services for the Pediatric Surgery Expansion at Bakersfield Memorial Hospital. The project included three dedicated pediatric operating rooms, eight pre-op/PACU bays, a centralized nurses' station, and associated surgical support spaces.

The new Pediatric Surgery Suite was constructed as a vertical expansion directly above an active Emergency Department and connects seamlessly to the hospital's existing Surgical Suite within the adjacent East Tower and Cath Lab buildings. Delivering this project required intricate phasing, infection control planning, vibration monitoring, and continuous coordination to maintain uninterrupted hospital operations.

A key innovation developed during design was the implementation of a structural "top-down" construction approach. Structural columns were erected first, allowing the floor framing system to be suspended downward, eliminating the need to penetrate or work through the Emergency Department ceiling below. This solution preserved life-safety systems, avoided operational disruptions, and ensured continuous emergency services throughout construction.

COLOMBO CONSTRUCTION COMPANY, INC.
3211 Rio Mirada Drive
Bakersfield, CA 93308
661.316.0100
colomboconstruction.com

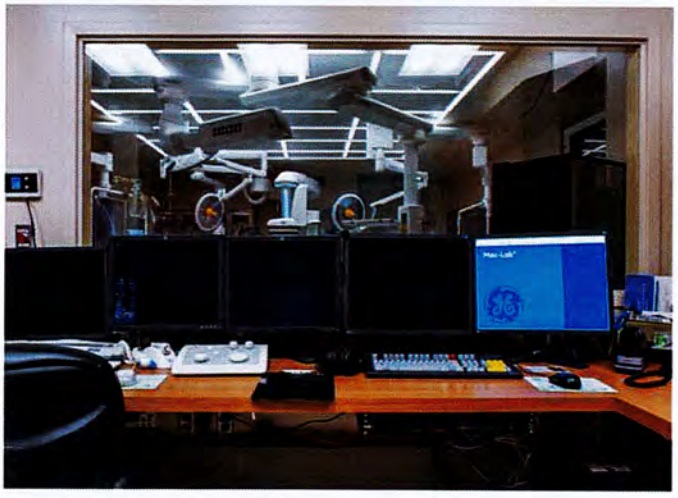
BAKERSFIELD MEMORIAL HOSPITAL
HYBRID CATH LAB #3 / CVOR



LOCATION: 420 34th Street, Bakersfield, CA 93301
CLIENT: Dignity Health Bakersfield
PROJECT TYPE: Healthcare
OSHPD PROJECT CLASSIFICATION: OSHPD 1
DELIVERY METHOD: Design-Bid-Build
ARCHITECT: SWA Architects
SIZE: 1,268 SF
COST: $1.8 M
COMMENCEMENT DATE: April 2017
COMPLETION DATE: August 2018



Dignity Health Bakersfield's remodel of the existing Cath Lab #3, Control Room, and office area within the Cath Lab Department on the second floor of Bakersfield Memorial Hospital's Sarvanand Heart and Brain Center created Bakersfield's first state-of-the-art Hybrid Catheterization Laboratory. A Hybrid Cath Lab combines advanced cardiac imaging and catheter-based technology with the capabilities of a surgical operating room, allowing physicians to perform complex cardiovascular procedures that may require both minimally invasive and open surgical techniques in a single, integrated environment.



The Hybrid Cath Lab #3/CVOR features a combined Cath Lab and Operating Room Suite, including an Equipment Room, Control Room, and Pump Room. The hybrid capabilities allow advanced procedures to be performed sequentially or simultaneously, eliminating the need to transfer patients between separate procedure rooms and providing greater flexibility for complex cardiovascular and surgical care.

Construction was performed within an active hospital and required strict attention to infection control, sterile environments, and the safety of patients, physicians, and hospital staff. Colombo coordinated closely with hospital personnel and physicians to carefully plan construction activities and schedule disruptive or high-noise operations around patient care and daily medical procedures. Maintaining a safe, clean, and fully operational hospital environment while minimizing impacts to critical healthcare operations was a high priority throughout construction.

PRICE

Evaluation Criterion #3 (60 Points)

Colombo Construction Company, Inc. has provided a complete lump-sum Cost Proposal in accordance with the requirements of the RFP. The Cost Proposal includes all required unit prices, allowances, and other pricing information identified in the proposal forms and Section II of the RFP.

In addition to the lump-sum base proposal, Colombo has separately identified the site-security line item and provided the required per-guard-hour unit rate for site-security services. All pricing has been reviewed for completeness and consistency with Colombo's understanding of the project scope, schedule, and requirements.

Submitted Cost Proposal Includes:

- Lump-sum construction price.
- All required allowances.
- All required unit prices.
- Separately stated site-security cost.
- Per-guard-hour unit rate for site-security services.
- Pricing consistent with the project scope, schedule, and RFP requirements.

This approach demonstrates that Colombo's proposal is complete, transparent, and fully responsive to the Cost Proposal requirements.

Please refer to the following pages for Colombo Construction Company's Cost Proposal and supporting pricing information.

ATTACHMENT C

REPLACEMENT — ISSUED WITH ADDENDUM NO. 1

This Attachment C replaces the Attachment C issued with the RFP and must be used. The prior version referred to Owner Allowances and to an "Attachment I" that was not issued. Owner Allowances are not used in this procurement.

Each proposal shall include, in the order required by RFP Section 7.1, the following completed forms. Use additional sheets as needed; all forms must be signed by an individual authorized to bind the Proposer.

C-1. Cost Proposal Form

Proposer shall submit the cost proposal below, in accordance with RFP Section 10.

All Work shown in the Contract Documents — including hazardous-materials abatement, fire-damage restoration, and seismic/structural retrofit — is detailed in the Contract Documents and shall be priced within the firm base lump sum. Genuinely concealed or unknown physical conditions are addressed by the Differing Site Conditions provision of the Contract added by Addendum No. 1, and are adjusted by change order to documented actual cost plus the fixed overhead-and-profit markup, with an adjustment of the Contract Time where warranted.

Base Lump Sum Proposal (all Work in Sections 2.1–2.8, including hazardous-materials abatement, fire-damage restoration, and seismic/structural retrofit as detailed in the Contract Documents; exclusive of Builder's Risk and Site Security below)	$ 8,167,000
Builder's Risk Insurance	$ BY OWNER
Site Security — Lump Sum, base coverage per Section 2.8 minimum standard, for the Contract Time	$ 212,670
Site Security — Per-Guard-Hour Unit Rate (for CAPK-directed adjustment by change order)	$ 42.50 / hour
TOTAL BASE PROPOSAL (Base Lump Sum + Builder's Risk + Site Security Lump Sum)	**$ 8,379,670**
Temporary Generator Power - Per Calendar - Week Unit Rate	$ 870 / week

Alternates (if any are requested by Addendum):

None

Note: Refer to Proposal Qualifications on the following pages.

Proposer / Firm Name: Colombo Construction Company

By (Signature): Ryan Altergott

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

COLOMBO CONSTRUCTION CO., INC INCORPORATED MARCH 25, 1960 CALIFORNIA

Technical Approach

Evaluation Criterion #4 (5 Points)

Our Philosophy: Planned, Coordinated, and Accountable Construction

Colombo Construction Company approaches design-bid-build projects with a focus on constructability, coordination, quality, and schedule certainty. Our responsibility is to take the Owner's completed design and translate it into a safe, efficient, and high-quality finished project while maintaining clear communication with the Owner and design team throughout construction.

Our approach begins before mobilization. We thoroughly review the contract documents, identify potential coordination issues and existing-condition risks, develop a detailed construction schedule, and engage qualified subcontractors and suppliers capable of meeting the project's requirements. Once construction begins, our project team maintains disciplined control of schedule, cost, quality, safety, submittals, RFIs, inspections, and closeout.

For this project, Colombo will provide the Owner with a single, accountable construction team focused on minimizing disruption, anticipating challenges before they affect the work, and delivering the project in accordance with the contract documents and required schedule.

1. Technical Approach and Preconstruction Planning

Although this project will be delivered through a design-bid-build procurement, Colombo recognizes that successful construction begins with a thorough understanding of the design before work starts in the field.

Following contract award, our Project Manager, Superintendent, and key subcontractors will conduct a detailed review of the plans, specifications, existing conditions, and project requirements. Our team will focus particular attention on:

- Constructability and sequencing of the work
- Existing conditions and interfaces with existing facilities
- Coordination between architectural, structural, mechanical, electrical, and plumbing systems
- Site access, staging, and material delivery requirements
- Temporary facilities, protection, and site controls
- Long-lead materials and equipment
- Required inspections, testing, and approvals
- Work that may affect adjacent or occupied areas
- Potential conflicts or ambiguities requiring clarification from the design team

Questions identified during this process will be addressed through a structured RFI and submittal process. Our goal is to identify issues before they become field problems, allowing the design team and Owner adequate time to respond without impacting the critical path.

Colombo will maintain close coordination with the Architect/Engineer throughout construction while respecting the defined roles and responsibilities of the design-bid-build delivery method.

2. Construction Logistics and Site Management

Effective site logistics will be critical to maintaining a safe and productive construction environment. Prior to mobilization, Colombo will develop a project-specific logistics plan addressing site access, construction entrances, staging, deliveries, material storage, temporary facilities, pedestrian and vehicular circulation, and protection of existing improvements.

Technical Approach

Evaluation Criterion #4 (5 Points)

Our Superintendent will maintain day-to-day control of the site and coordinate the activities of all subcontractors and suppliers. Work will be sequenced to maintain efficient trade flow and minimize interference between crews.

Particular attention will be given to:

- Maintaining safe and controlled site access
- Coordinating deliveries to prevent congestion and unnecessary material handling
- Establishing designated laydown and storage areas
- Protecting completed work and existing facilities
- Maintaining required access for the Owner and other authorized personnel
- Coordinating inspections and testing with the appropriate parties
- Maintaining a clean, organized, and safe jobsite
- Sequencing work to support the overall project schedule

Weekly coordination and look-ahead planning will be used to identify upcoming constraints, coordinate subcontractor activities, and ensure that materials, manpower, inspections, and information are available when needed.

3. Schedule Management and Coordination

Colombo will establish a detailed CPM construction schedule immediately following award and will use that schedule as the primary tool for managing project performance.

The schedule will incorporate procurement, submittals, approvals, material fabrication, mobilization, construction activities, inspections, testing, punch list, and closeout. Long-lead items will be identified early and tracked from submittal through delivery.

Our Project Manager and Superintendent will utilize short-term look-ahead schedules to coordinate upcoming work with subcontractors and identify potential constraints before they affect the critical path.
Schedule progress will be reviewed regularly with the project team and Owner. When an issue threatens a scheduled milestone, Colombo will promptly identify the cause, evaluate the schedule impact, and develop corrective measures rather than waiting for the delay to materialize.

4. Quality Control and Assurance

Quality will be managed through a proactive process rather than relying solely on final inspections. Colombo's Superintendent and Project Manager will establish clear quality expectations with each subcontractor before work begins and will monitor compliance throughout construction.

Our quality control process will include:

- Detailed review of plans and specifications
- Submittal review and tracking
- Pre-installation coordination with affected trades
- Required material and equipment inspections
- Verification of installation requirements
- Coordination of required testing and inspections

- Documentation of deficiencies and corrective actions
- Protection of completed work
- Progressive punch list development
- Final inspection and closeout verification

For critical or complex installations, Colombo will coordinate pre-installation meetings with the responsible subcontractors and design team to confirm requirements before work proceeds. This approach helps prevent rework and ensures that workmanship meets the contract requirements the first time.

Our team will also maintain disciplined documentation through Procore, providing the Owner and design team with clear visibility into RFIs, submittals, inspections, observations, deficiencies, and other project documentation.

5. Subcontractor Procurement and Capacity

Colombo does not anticipate self-performing the major specialty construction scopes associated with this project. Instead, we will rely on a carefully selected team of qualified subcontractors and suppliers with the experience, workforce, financial capacity, and resources necessary to successfully perform their assigned scopes.

Our subcontractor procurement process is designed to provide both competitive pricing and confidence in execution. Prior to award, Colombo evaluates subcontractors based on relevant project experience, current workload, manpower availability, safety performance, financial capacity, schedule commitments, and demonstrated ability to successfully complete comparable work.

We will actively manage subcontractor commitments throughout the project to ensure that each trade maintains the manpower and resources necessary to support the schedule.

Where specialized or critical scopes are involved, Colombo will confirm subcontractor capacity and procurement requirements early and track their progress through:

- Subcontract execution
- Submittal preparation and approval
- Material procurement
- Fabrication
- Delivery
- Installation
- Testing and inspection
- Punch list and closeout

This process allows Colombo to identify potential resource or procurement issues early and take corrective action before they affect the project.

6. Communication and Coordination

Clear communication is central to Colombo's approach to design-bid-build construction. We establish defined lines of communication between the Owner, Architect/Engineer, Colombo, subcontractors, and suppliers.

Technical Approach

Evaluation Criterion #4 (5 Points)

Regular OAC meetings, subcontractor coordination meetings, schedule reviews, and field coordination will be used to maintain alignment throughout construction.

Colombo's Project Manager will serve as the primary point of contact for project administration, while the Superintendent will provide direct field leadership and coordination. This structure creates clear accountability while ensuring that decisions and information move efficiently between the project team and the field.

We will use Procore and other established project management tools to maintain current project documentation, track action items, manage RFIs and submittals, and provide timely information to the project team.

7. Risk Management and Proactive Problem Solving

Colombo recognizes that rehabilitation and adaptive-reuse projects can present conditions that are not fully apparent in the design documents. Our approach is to identify and address potential risks as early as possible.

During document review and construction, our team will continuously evaluate risks associated with:

- Existing conditions
- Utility conflicts and unforeseen conditions
- Material availability and lead times
- Design coordination
- Subcontractor manpower and capacity
- Permitting and inspections
- Site access and logistics
- Work adjacent to existing or occupied areas
- Potential impacts to the critical path

When an issue is identified, Colombo will promptly communicate the condition to the Owner and design team, document the issue appropriately, and work collaboratively to develop a solution that protects the project's cost, schedule, quality, and operational requirements.

8. Turnover and Closeout

Colombo begins planning for closeout well before substantial completion. As construction progresses, our team will develop and track punch list items, testing, inspections, commissioning requirements, warranties, O&M information, as-builts, and other closeout documentation.

Progressive completion inspections will allow deficiencies to be addressed as work progresses rather than accumulating at the end of the project.

Our objective is to deliver a complete, clean, fully documented facility that is ready for the Owner's use at substantial completion and can transition efficiently into normal operations.

Why Our Approach Is Best for This Project

Successful design-bid-build delivery requires more than simply constructing the drawings. It requires a contractor that can understand the design, identify constructability issues, coordinate multiple trades, manage subcontractor resources, maintain quality, and proactively protect the project schedule.

Technical Approach

Evaluation Criterion #4 (5 Points)

Colombo's approach provides that accountability. Our experienced project management and field supervision team will establish disciplined controls from the beginning, maintain close coordination with the Owner and design team, and leverage qualified subcontractors with the capacity to perform their work safely, efficiently, and in accordance with the project requirements.

Through proactive planning, effective logistics, rigorous quality control, and strong subcontractor management, Colombo will provide the Owner with a well-coordinated construction process and a high-quality finished project delivered with confidence in cost, schedule, and performance.

KEY PROJECT PERSONNEL

Evaluation Criterion #5 (5 Points)

Jonny Frank – Project Executive

Jonny will provide executive oversight for the Ramkabir Permanent Supportive Housing Project, ensuring Colombo's commitments to CAPK are met from preconstruction through completion. He will be responsible for overall project strategy, contractual matters, major decisions, and maintaining a strong working relationship with CAPK leadership and the project team. Jonny will remain actively involved throughout the project, providing senior-level support and helping the team proactively address issues that could affect cost, schedule, quality, or project objectives.

His executive involvement will provide CAPK with a consistent senior point of contact and ensure that decisions requiring executive attention are addressed promptly. Jonny will work closely with the Project Manager and Superintendent to maintain alignment between CAPK's priorities and Colombo's day-to-day project execution.

Jonny is committed to providing executive oversight throughout the duration of the Ramkabir project and will remain available to the project team and CAPK as needed.

Refer to the following page for resume.

Jeff Crafton – Project Manager

Jeff will have day-to-day responsibility for managing the Ramkabir project, including design coordination, subcontractor management, budget and schedule control, submittals, RFIs, change management, procurement, and Owner communication. He will serve as the central point of coordination between CAPK, the design team, subcontractors, consultants, and Colombo's field operations.

Jeff will focus on proactive project management and early identification of issues, with particular attention to maintaining the project schedule, controlling costs, and coordinating the various components of the renovation and adaptive-reuse work. His hands-on management approach will help ensure that decisions are made promptly, information is communicated clearly, and the project remains aligned with CAPK's goals throughout construction.

Jeff is committed to the Ramkabir project through completion and will provide dedicated day-to-day project management throughout construction.

Refer to the following page for resume.

Cory Schuessler – Superintendent

Cory will lead Colombo's field operations and serve as the primary point of contact for day-to-day construction activities. He will coordinate subcontractors, manage field sequencing and site logistics, maintain the project schedule, and enforce safety and quality standards while coordinating construction activities with the Owner and project team.

For a rehabilitation and adaptive-reuse project such as Ramkabir, Cory's field leadership will be critical to effectively managing existing conditions, coordinating multiple trades, and maintaining a safe, organized, and productive construction site. He will work closely with Jeff and the project team to identify unforeseen conditions early, coordinate solutions, and minimize impacts to the overall schedule.

KEY PROJECT PERSONNEL

Evaluation Criterion #5 (5 Points)

Cory is committed to serving as Colombo's Superintendent for the Ramkabir project and will provide on-site field leadership throughout construction.

Refer to the following page for resume.

Nick Tigner – Estimating Manager

Nick will provide estimating and preconstruction oversight throughout the project, with a focus on cost control, scope coordination, subcontractor procurement, and identifying opportunities for value and efficiency. His involvement will provide continuity from Colombo's proposal and initial estimating through construction, allowing the project team to maintain a clear understanding of the original scope, assumptions, and budget.

Nick will assist with scope reviews, subcontractor buyout, cost analysis, change management, and evaluation of potential cost impacts throughout the project. His continued involvement will provide CAPK with an additional resource for evaluating changes and unforeseen conditions and will help the project team make informed decisions while protecting the established budget and schedule.

Nick is committed to supporting the Ramkabir project throughout preconstruction and construction, providing continued estimating and cost-management support as needed.

Refer to the following page for resume.

Committed Availability

Colombo has assembled this team specifically for the Ramkabir Permanent Supportive Housing Project and has confirmed the availability and commitment of each proposed key team member. The team will provide continuity from preconstruction through completion, with each individual maintaining an active role consistent with the responsibilities identified above.



JONNY FRANK
DIRECTOR OF PROJECT DEVELOPMENT

COLOMBO CONSTRUCTION COMPANY, INC.

YEARS IN THE INDUSTRY
24 Years

YEARS WITH COLOMBO
6 Years

EDUATION
Bachelor of Architecture from California Polytechnic State University

PROFESSIONAL CERTIFICATION | LICENSE | REGISTRATION
Registered CA Architect | NCARB | AIA

PROJECT HISTORY

Industrial

Kiewit Infrastructure West Co. | Kiewit Maintenance Building | $24 M | Wasco, CA
Preconstruction and construction services for a new single-story Pre-Engineered Metal Build office and maintenance building.

Kern Mosquito and Vector Control District | New Lab and Main Building Expansion | $4.3 M | Bakersfield, CA
Design-Builder for the new Lab Building and Office Expansion project for Kern Mosquito and Vector Control District in Bakersfield, CA

Community Action Partnership of Kern | Central Kitchen Tenant Improvements | $5.5 M | Bakersfield, CA
Design-Builder for the new CAPK Central Kitchen. In partnership with Skarphol / Frank Associates, Colombo converted a 12,000 sf former maintenance and operations building into a state-of-the-art commercial kitchen with expanded cooking capacity, improved food storage systems, and upgraded workflow efficiencies.

Sierra School Equipment | Corporate Office and Warehouse | $8 M | Bakersfield, CA*
Construction Project Manager on the 66,000 sf concrete tilt-up building including a 46,000 sf warehouse and 20,000 sf, two-story office utilizing the Design-Bid-Build construction delivery method.

Valley Power Systems Fresno | Corporate Office, Warehouse, and Shop | $4.3 M | Fresno, CA*
Construction Project Manager on the 4,800 sf office space with attached 4,060 sf warehouse and 11,200 sf shop utilizing the Design-Build construction delivery method.

Columbine Vineyards | Cold Storage Facility | $35 M | Delano, CA*
Construction Project Engineer on the 161,196 sf concrete tilt-up building with a 43,936 sf receiving canopy, pre-cast double tee and flat slab roof structure utilizing the Design-Bid-Build construction delivery method.

Scaled Composites | Stratolaunch Systems Facility, A Paul G. Allen Project | $39 M | Mojave, CA*
Construction Project Engineer on the 88,000 sf fabrication building, 97,000 sf T Hangar, 20,250 sf two-story office space, wing jig structure utilizing the Design-Build construction delivery method.

Healthcare

Dignity Health | Bakersfield Memorial Hospital - Hybrid Cath Lab/CVOR | $1.8 M | Bakersfield, CA
Project Manager on the 1,268 sf remodel of the existing Cath Lab #3, control room and office area located in the Cath Lab Department on the second floor of Bakersfield Memorial Hospital utilizing the Design-Bid-Build construction delivery method.

Adventist Health Bakersfield | Central Sterile Washer Disinfector Remodel | $280 K | Bakersfield, CA
Project Manager on the remodel of the Central Sterile Department to replace existing washer/disinfector machines with new machines and installation of a new pass-through window unit utilizing the Design-Bid-Build construction delivery method.

*Experience prior to Colombo

JONNY FRANK
DIRECTOR OF PROJECT DEVELOPMENT

Adventist Health Bakersfield | AIS Pharmacy Remodel | $350 K | Bakersfield, CA
Project Manager on the 634 sf upgrade to the AIS Cancer Center Pharmacy, USP-800 compounding upgrade at Adventist Health Bakersfield. Project encompassed a build-out of a temporary pharmacy to move pharmacy during the remodel of the existing pharmacy, remodeled existing pharmacy in order to conform to current pharmaceutical compounding regulations utilizing the Design-Bid-Build construction delivery method.

Bolthouse Properties | New Horizon Surgery Center | $4 M | Bakersfield, CA*
Construction Project Engineer on the 13,203 sf wood-framed outpatient surgery center utilizing the Design-Bid-Build construction delivery method.

Bolthouse Properties | Premier Family Healthcare | $1.1 M | Bakersfield, CA*
Construction Project Engineer on the 5,000 sf wood-framed medical office building utilizing the Design-Bid-Build construction delivery method.

Education

Antelope Valley Community College District | Campus Security Building | $7 M | Lancaster, CA
Project Manager for preconstruction and construction services on the 6,935 sf concrete masonry unit Emergency Operation Center and home of the on-site Campus Police Station utilizing the CM Multi-Prime construction delivery method.

Grow Public Schools | Grow Academy Arvin - Café Kitchen Expansion | $244 K | Arvin, CA
Project Manager on the expansion to the campus cafeteria kitchen including dry storage, walk-in freezer, and exterior storage utilizing the Design-Build construction delivery method.

Commercial + Retail

The Wonderful Company | Wonderful Industrial Park Vocational Training Center | $15.5 M | Bakersfield, CA*
Construction Project Manager on the 40,000 sf, two-story building including offices, classrooms, training rooms, and support space with extravagant for The Wonderful Company utilizing the Design-Bid-Build construction delivery method.

Opulent Salone | Opulent Salone at Grand Island Village | $485 K | Bakersfield, CA*
Construction Project Engineer on the 3,855 sf, full-service salon facility, including a day spa, color bar, hairdresser stations, manicure stations, and pedicure stations utilizing the Design-Bid-Build construction delivery method.

Halferty Development Company | Rite Aid at Panama & Old River | $2.2 M | Bakersfield, CA*
Construction Program Engineer on the 17,619 sf, concrete masonry unit structure, including off-site road work utilizing the Design-Bid-Build construction delivery method.

Halferty Development Company | Rite Aid | $2.8 M | Rosamond, CA*
Construction Project Engineer on the 17,619 sf, concrete masonry unit structure, including off-site road work utilizing the Design-Bid-Build construction delivery method.

Bolthouse Properties | Grand Island Village Retail Building | $1.6 M | Bakersfield, CA*
Construction Project Engineer on the 17,013 sf, wood-framed, retail building utilizing the Design-Bid-Build construction delivery method.

Bolthouse Properties | Bolthouse Business Park Professional Office Building | $3.3 M | Bakersfield, CA*
Construction Project Engineer on the 27,200 sf, two-story, metal-framed class A office building utilizing the Design-Bid-Build construction delivery method.

Seneca Resources | Corporate Office Building | $2.2 | Bakersfield, CA*
Construction Project Engineer on the 15,000 sf, wood-framed, class A office building utilizing the Design-Bid-Build construction delivery method.

*Experience prior to Colombo

JONNY FRANK
DIRECTOR OF PROJECT DEVELOPMENT

COLOMBO CONSTRUCTION COMPANY, INC.

Hospitality + Fitness

YK America | Hyatt Place Delano | $12 M | Delano, CA*
Construction Project Engineer on the 67,951 sf, 4-story wood–framed hotel, including restaurant, ballroom, fitness facility and pool utilizing the Design-Bid-Build construction delivery method.

In-Shape Health Clubs | In-Shape Health Club at Grand Island Village | $4.2 | Bakersfield, CA*
Construction Project Engineer on the 30,011 sf, metal-framed health club with an outdoor swimming pool and spa, sauna, and steam room utilizing the Design-Bid-Build construction delivery method.

*Experience prior to Colombo



JEFFREY CRAFTON

PROJECT MANAGER

YEARS IN THE INDUSTRY
30 Years

YEARS WITH COLOMBO
4.5 Years

EDUCATION
BA in Business and Economics from University of California at Santa Barbara
AA in Business Administration from Bakersfield Junior College

PROJECT HISTORY

Kern Community College District | Porterville College Student Services Building | $3.67 M | Porterville, CA
Project Manager for the preconstruction and construction services of a single-story 4,400 sf community use building for the Kern Community College District at Porterville College. This General Construction project includes a pre-engineered metal building incorporating a community room, workroom, restrooms, meeting rooms, lobby, offices, storage, and a janitor's closet.

Sierra Sands Unified School District | China Lake Jr. High School Classroom Additions | $10.8 M | Ridgecrest, CA
Project Manager for preconstruction and construction services of two new permanent modular classroom buildings totaling 17,845 sf utilizing the General Construction delivery method. Building C features three modern classrooms, a dedicated teacher workroom, custodial closets, and student and staff restrooms. Building E includes six additional classrooms, storage areas, a specialized life-skills room designed to support students with disabilities, and a restroom.

Sierra Sands Unified School District | Richmond Elementary School | $89M | Ridgecrest, CA
Project Manager for preconstruction and construction services on the demo of an existing school campus and the erection of a new 77,000 sf K-6 elementary school located on the Naval Air Base in China Lake, CA utilizing the CM Multiple-Prime construction delivery method.

McFarland Unified School District | McFarland High School Cafeteria/Multi-Use Facility | $32 M | McFarland, CA
Project Manager for preconstruction and construction services on the new 39,000 sf cafeteria/multi-use facility to include new parking lot and stadium entrance utilizing the CM Multiple-Prime construction delivery method.

Richgrove School District | Richgrove Elementary School Multi-Purpose HVAC | $4 M | Richgrove, CA
Project Manager for construction services of a new multi-purpose HVAC and structural retrofit utilizing the CM Multiple-Prime construction delivery method.

El Tejon Unified School District | El Tejon Middle School Upgrades | $2.1 M | Frazier Park, CA
Project Manager for the modernization and upgrades on the El Tejon Middle School campus to include intercom system upgrades, window replacement, science lab gas line, cafeteria AV project, gymnasium AV lighting system, exterior painting, and site plumbing utilizing the CM Multiple-Prime construction delivery method.

El Tejon Unified School District | Frazier Mountain High School | $3.5 M | Frazier Park, CA
Project Manager for the modernization and upgrades at Frazier Mountain High School including new football field facilities, intercom system upgrades, lath plaster drywall and lower patio modernization utilizing the CM Multiple-Prime construction delivery method.

El Tejon Unified School District | Frazier Park Elementary School Modifications | $113,000 | Frazier Park, CA
Project Manager on the fire alarm modifications/upgrades at Frazier Park Elementary utilizing the CM Multiple-Prime construction delivery method.

JEFF CRAFTON

PROJECT MANAGER

GROW Public Schools | TK Addition at Arvin Charter Academy | $1.2 M | Arvin, CA
Project Manager for General Construction services on the new permanent modular TK building addition at the GROW Arvin Charter Academy for The Grimm Family Education Foundation. The scope of work included four classrooms with playground, restrooms, fencing and landscaping.

GROW Public Schools | TK Addition at Shafter Charter Academy | $1.1 M | Shafter, CA
Project Manager for General Construction services on the new permanent modular TK building addition at the GROW Shafter Charter Academy for The Grimm Family Education Foundation. The scope included two classrooms with playground, restrooms, fencing and landscaping.

GROW Public Schools | Shafter Charter Academy Athletic Sports Field | $1.1 M | Shafter, CA
Project Manager for General Construction services on the relocation of a temporary classroom building and creation of a new soccer field and basketball courts. The scope included a parent and student drop off area.

Fairfax School District | Virginia Avenue Elementary School | $352,925 | Bakersfield, CA
Project Manager on the fire damage clean up and repair at Virginia Avenue Elementary utilizing the CM Multiple-Prime construction delivery method.

EXPERIENCE PRIOR TO COLOMBO

Department of Defense (DoD) | Travis Air Force Base | $5.7 M | Travis, CA*
Project Manager (from project conception to project acceptance) on the Arresting Net System at multiple entrance gates at Travis Air Force Base.

NASA | Ames Research Center | $10.8 M | Moffit Field, CA*
Project Manager on the NASA Advance Supercomputing Facility N258 15Kv electrical supply reliability improvement project at the NASA Ames Research Center.



CORY SCHUESSLER
PROJECT SUPERINTENDENT

YEARS IN THE INDUSTRY
16 Years

YEARS WITH COLOMBO
3 Years

PROFESSIONAL CERTIFICATION | LICENSE | REGISTRATION | TRAINING
Southwest Regional Council of Carpenters Apprenticeship Program

PROJECT HISTORY

Education

Kern Community College District | Bakersfield College Ag Sciences Center | $55 M | Bakersfield, CA

Project Superintendent for preconstruction and construction services on the 49,546 sf state-of-the-art Ag Sciences Center; an all-electric facility designed to exceed CA Title 24 energy efficiency standards by more than 24%. The three-story, rigid steel-framed structure features specialized food production and science areas, a fully mechanized agricultural workshop, and dedicated laboratory spaces supporting tissue and growth studies, animal science, veterinary technology, horticulture, soils, plant science, and forestry programs utilizing the CM At Risk construction delivery method.

Healthcare

Dignity Health | Pediatric Surgery Expansion at Bakersfield Memorial Hospital | $16 M | Bakersfield, CA

Assistant Superintendent for preconstruction and construction services of a new 10,340 sf pediatric surgery expansion area consisting of three dedicated pediatric operating rooms, eight dedicated prep/recovery bays and all code required support spaces for the Pediatric Surgery Department under the jurisdiction of HCAI. The layout expands vertically over the existing Emergency Department at Bakersfield Memorial Hospital utilizing the Design-Build construction delivery method.

Experience Prior to Colombo

Dragados Flatiron Joint Venture | Journeyman Carpenter | May 2022 to July 2023 | Bakersfield, CA

Lead Journeyman constructing falsework for the Tule River Viaduct. Performed work adhering to the strict standards of the High Speed Rail Authority. Assisted the foreman in delegating tasks to a growing crew, and step in to a leadership role during foreman's absence. Coordinate with management, inspectors, and engineers on consistently delivering a structurally sound and safe product.

Herman Weissker | Apprentice Carpenter | September 2021 to April 2022 | Bakersfield, CA

Formed and poured many different foundations and pedestals for future equipment and pipe racks. Utilized knowledge of print reading and layout to deliver a quality product as designed. Coordinated with multiple trades, surveyors, and management to ensure work was accurately completed according to plan. Progressed knowledge of safe work practices in a facility with very strict guidelines.

MCM Construction | Apprentice Carpenter | August 2020 to September 2021 | Bakersfield, CA

Selected as Lead Carpenter to construct and erect falsework for the Wasco Viaduct along with four other nearby bridges. Delegated tasks to crew to work efficiently adhering to a tight schedule. Gained valuable knowledge in specialized print reading and layout. Worked closely with the foreman to analyze pick plans, inventory material, and utilize tools and resources needed to work safely and effectively.

Michael Minner Construction | Carpenter | January 2009 to August 2020 | Bakersfield, CA

General Contractor on many ground up projects, allowing the opportunity to perform tasks in all phases of construction. Gained knowledge of blueprints and general carpentry, along with plumbing, painting, welding, drywall, and metal stud framing. Performed foreman duties including contracting clients and inspectors, material takeoffs, and adhering to schedules.



NICK TIGNER
ESTIMATING MANAGER

YEARS IN THE INDUSTRY
8 Years

YEARS WITH COLOMBO
4 Years

EDUCATION
Bachelor of Science in Construction Management from California State University, Chico
AA in Construction Technology from Cuesta Community College, San Luis Obispo, CA

PROJECT HISTORY

Education

Greenfield Union School District | Professional Development Center | $20 Million | Bakersfield, CA
Estimator for preconstruction and bidding on the new 27,342 sf Professional Development and Training Center for the Greenfield Union School District. Performed all site estimating takeoffs to coordinate budgetary pricing with subcontractors utilizing the CM At Risk construction delivery method.

Greenfield Union School District | Ollivier Middle School Gymnasium | $15.3 M | Bakersfield, CA
Estimator for preconstruction and bidding on the new 17,780 sf gymnasium for the Greenfield Union School District. Performed all site estimating takeoffs and building takeoffs to coordinate budgetary pricing with subcontractors utilizing the CM At Risk construction delivery method.

Grow Public Schools | Grow Academy Shafter | $500 K | Shafter, CA
Estimator for preconstruction and bidding on the installation of four relocatable classrooms at the existing Grow Academy Shafter Campus.

Kern Community College District | Bakersfield College Arvin Education Center | $25 M | Arvin, CA
Estimator for preconstruction and bidding on the new 38,000 sf Bakersfield College Campus in Arvin, CA. Performed all site estimating takeoffs and building takeoffs to coordinate budgetary pricing with subcontractors utilizing the CM At Risk construction delivery method. Helped create constructability review with the project superintendent, this is to help coordinate design issues early on in the Preconstruction process.

Kern Community College District | Bakersfield College Ag Sciences Pavilion | $55 M | Bakersfield, CA
Estimator for preconstruction and bidding on the new 82,000 sf 3-story Ag Sciences Pavilion at Bakersfield Junior College. Performed all site estimating takeoffs and coordinated budgetary pricing with subcontractors. The new Pavilion is a LEED Certified project utilizing the CM Multiple-Prime construction delivery method.

Kern County Superintendent of Schools | Richardson Child Development Center | $17 M | Bakersfield, CA
Estimator for preconstruction and bidding on the modernization scope for the existing campus. Performed all site estimating takeoffs. Modernization of a 257,000 sf site as well as a modernization of six buildings totaling 33,067 sf. Performed all the coordination of budgetary pricing with subcontractors while utilizing the CM Multi-Prime construction delivery method.

McFarland Unified School District | McFarland High School Cafeteria/Multi-Use Facility | $31.3 M | McFarland, CA
Estimator for preconstruction and bidding on the new 39,000 sf cafeteria/multi-use facility at McFarland High School using the CM Multiple-Prime Construction delivery method. Performed all site estimating takeoffs and building takeoffs to coordinate budgetary pricing with subcontractors.

Healthcare

Common Spirit Health | Bakersfield Memorial Hospital Pediatric Surgery Expansion | $15.7 M | Bakersfield, CA
BIM Project Engineer for preconstruction and construction services on the new 10,340 sf pediatric surgery expansion project at Bakersfield Memorial Hospital utilizing the Design-Build construction delivery method.

NICK TIGNER

ESTIMATING MANAGER

COLOMBO
CONSTRUCTION COMPANY, INC

Commercial

Lennar General Contractor | Hunter's Point Block 52 | $2.4 M | San Francisco, CA
Senior Project Engineer for a low income housing project while working at Webcor Concrete, project was for Lennar General Contractor. Contract value of $2.4m for the structural concrete scope of work on a 18,000 SF project with basement level below grade parking and podium above.

Turner Construction | 30 Otis | $19.5 M | San Francisco, CA
Project Engineer for a 27 floor high end luxury residential high rise building in down town San Francisco while working at Webcor Concrete, project was for Turner Construction General Contractor. Contract value of $19.5m for the structural concrete scope of work on a 500,000 SF of elevated deck project.

SMALL, WOMAN, LOCAL, & VETERAN OUTREACH

Evaluation Criterion #6 (5 Points)

Colombo Construction recognizes the importance of supporting Community Action Partnership of Kern's (CAPK) commitment to local economic development and participation by small, woman, local, and veteran-owned businesses. In preparation of our proposal for this project, Colombo conducted a comprehensive subcontractor and supplier outreach effort designed to maximize participation by qualified firms throughout Kern County, including certified Disabled Veteran Business Enterprises (DVBE).

Colombo has been constructing public projects in Kern County for more than 75 years and has developed longstanding relationships with local subcontractors, suppliers, vendors, and service providers. We utilized these relationships, along with our knowledge of the local construction market, to identify qualified firms capable of competitively performing the work required for this project.

Our outreach process began by developing a list of prospective bidders for each applicable bid package. The list included qualified local contractors, firms familiar with CAPK's requirements, and small, woman, and veteran-owned businesses identified through our existing network and available certification resources. Colombo distributed bid invitations electronically and supplemented those solicitations with direct personal outreach by telephone. Project information was also made available through applicable public postings, industry resources, and the online plan room through the Kern County Builders Exchange.

Colombo tracked the status of prospective bidders throughout the solicitation process, including firms that expressed interest, declined to bid, or did not initially respond. Our estimating team followed up directly with firms that had not indicated an intent to bid to determine whether questions, scope concerns, scheduling, or other factors were preventing their participation. Where possible, Colombo addressed those concerns and encouraged qualified firms to submit a proposal.

Colombo also structured bid packages to reflect the way work is commonly performed by local contractors. This approach helps avoid unnecessary barriers to participation and allows a broader range of qualified small and local firms to competitively pursue the project. Our familiarity with the Kern County construction market allows us to identify appropriate trade contractors and develop bid packages that are consistent with local industry practices.

For this project, Colombo's outreach efforts included:

- Soliciting qualified small, woman, local, and veteran-owned businesses for applicable scopes of work.
- Specifically identifying and soliciting certified DVBE firms.
- Distributing bid invitations electronically and conducting direct telephone follow-up.
- Utilizing the Kern County Builders Exchange and other applicable industry resources to increase project awareness.
- Tracking bidder responses and intent to participate throughout the solicitation period.
- Following up with firms that declined to bid or did not respond to the initial solicitation.
- Leveraging Colombo's longstanding relationships with Kern County contractors and suppliers to encourage participation.
- Maintaining documentation of our solicitation efforts, bidder communications, and responses.

Colombo understands that meaningful participation extends beyond simply distributing bid invitations. Our team made a concerted effort to personally engage qualified firms and encourage competitive participation

SMALL, WOMAN, LOCAL, & VETERAN OUTREACH

Evaluation Criterion #6 (5 Points)

while maintaining the quality, schedule, and budget requirements of the project. Our longstanding presence in Kern County provides CAPK with the benefit of an established local subcontractor network and a strong understanding of the firms available to perform the work.

The outreach performed for this project demonstrates Colombo's commitment to providing CAPK with a competitive and inclusive procurement process that creates meaningful opportunities for small, woman, local, and veteran businesses. Supporting documentation of our outreach activities, including solicitation records and bidder communications, is available for review upon request.

Section B

Proposal Requirements

- Contractor's License
- DIR Registration
- Bonding Capacity
- Financial Capacity
- No Debarment, Suspension, or Disqualification
- References
- Addenum Acknowledgment
- Bid Guarantee
- Insurances
- Non-Collusion Declaration
- Iran Contracting Act Certification
- Debarment, Suspension, and Ineligibility Certification
- Conflict of Interest Disclosure Form
- Appendix A: Vendor Information Sheet
- Appendix B: W-9
- Appendix C: Additional Terms and Conditions

CONTRACTOR'S LICENSE

Name of license holder on file:	Colombo Construction Co Inc
License classification:	B - General Building Contractor C51 - Steel, Structural C-8 - Concrete
License number:	191788
Date issued:	May 2, 1960
Expiration date:	April 30, 2028
Whether license has been suspended or revoked in the past five (5) years, with explanation:	N/A - License is current & active



California Contractor's License

DEPARTMENT OF INDUSTRIAL RELATIONS (DIR)

PWCR:	1000001707
Contractor Status:	DIR Approved
CSLB:	191788
Business Phone:	(661) 316-0100
Registration Start Date:	2025-07-01
Registration End Date:	2028-06-30
Legal Entity Name:	Colombo Construction Company, Inc.
Doing Business As (DBA):	Colombo Construction Company, Inc.
President:	Ryan Altergott
Email:	raltergott@colomboconstruction.com

ACRISURE
West Division

September 3, 2026

Community Action Partnership of Kern
Ramkabir Permanent Supportive Housing Project

RE: Colombo Construction Company, Inc.

To Whom It May Concern:

Colombo Construction Company, Inc. has been a client of our firm since 1986. During this period, we have enjoyed a mutually beneficial relationship.

Travelers Casualty and Surety Company of America provides their surety credit. Colombo's current bonding capacity is $50,000,000 for single contract and $100,000,000 aggregate program. This information is for historical purposes only and does not represent our maximum commitment. The current capacity of the contractor is sufficient for this project.

Should Colombo Construction Company, Inc. request that Travelers provide performance and payment bonds for your project the surety underwriter will immediately begin the underwriting process which includes but not limited to, confirmation of project financing, favorable review of the contract documents and bond forms. Once the underwriter gives approval. We will immediately execute the bonds.

Travelers Casualty and Surety Company of America is Treasury Listed with an underwriting limitation of $835,540,000 and Licensed in all States. Their A.M. Best Rating is A++ XV.

Faithfully Yours,
Travelers Casualty and Surety Company of America

Dawn R. Vance

Dawn R. Vance
Attorney-in-Fact
dvance@acrisure.com
661.412.9099

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint **DAWN R VANCE** of **BAKERSFIELD** , **California** , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **13th** day of **May, 2026.**

SEAL SEAL SEAL

State of Connecticut

By: _____
Bryce Grissom, Senior Vice President

City of Hartford ss.

On this the **13th** day of **May, 2026**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President, Surety, Bond & Specialty Insurance, of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **31st** day of **March, 2031**

NOTARY PUBLIC

_____
Marie E. Sorensen, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **3rd** day of **September, 2026** ,

SEAL SEAL SEAL

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

County of Kern }

On 09/03/2026 (Date) before me, Natalie J Moren, Notary Public (Insert Name of Notary exactly as it appears on the official seal), Notary Public,

personally appeared Dawn R. Vance (Name(s) of Signer(s)),

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature Natalie J Moren (Signature of Notary Public)

NATALIE J. MOREN
COMM. #2545536
NOTARY PUBLIC · CALIFORNIA
KERN COUNTY
My Comm. Exp. Jan. 13, 2030

Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/3/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Acrisure West Insurance Services, LLC
1950 W Corporate Way #1
Anaheim CA 92801-5373

License#: 6009644

CONTACT NAME: Dawn Vance
PHONE (A/C, No, Ext): 661-412-9099 **FAX (A/C, No):**
E-MAIL ADDRESS: dvance@acrisure.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Ascot Specialty Insurance Company	45055
INSURER B : AmGUARD Insurance Company	42390
INSURER C : Starstone National Insurance Company	25496
INSURER D : Travelers Property Casualty Company of America	25674
INSURER E :	
INSURER F :	

INSURED
Colombo Construction Company, Inc.
3211 Rio Mirada Dr
Bakersfield CA 93308-4945

COLOCON-06

COVERAGES **CERTIFICATE NUMBER:** 21043169 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	ESGL2610004837-02	5/1/2026	5/1/2027	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)	$
	X POLICY X PRO-JECT LOC						PERSONAL & ADV INJURY	$ 1,000,000
	OTHER:						GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
B	AUTOMOBILE LIABILITY	Y	Y	COAU781498	5/1/2026	5/1/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY X SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N		Y	T10251291	10/1/2025	10/1/2026	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? Y (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
D	Builders Risk - Proj			QT-660-1792N637-TIL-25	10/29/2025	10/29/2026	Basic Limit	10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RFP OPS 2026-006 Project Name: CAPK Ramkabir Permanent Supportive Housing (30 Supportive Housing Units) Project Address: 901 Union Avenue, Bakersfield, CA 93307
Community Action Partnership of Kern (CAPK), City of Bakersfield, including its council, officers, agents, employees, and volunteers is listed as additional insured as required by written contract subject to the terms of the policy. Coverage is primary and non-contributory.
Waiver of Subrogation applies in favor of Community Action Partnership of Kern (CAPK), City of Bakersfield, including its council, officers, agents, employees, and volunteers as required by written contract subject to the terms of the policy. Thirty (30) days written notice of cancellation.

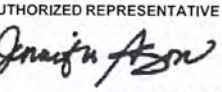
CERTIFICATE HOLDER

Community Action Partnership of Kern (CAPK)
1300 18th Street, Suite 200
Bakersfield CA 93301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



© 1988-2025 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED WHEN REQUIRED BY CONTRACT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This provision does not apply in regard to any ownership, maintenance or use of the additional insured's "autos."

Additional Insured When Required by Contract

(1) Paragraph **A.1. – WHO IS AN INSURED – of Section II – Liability Coverage** is amended to add:

d. When you have agreed, in a written contract or written agreement, that a person or organization be added as an additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who Is An Insured with regard to the ownership, maintenance or use of a covered "auto."

The insurance afforded to any such additional insured applies only if the "bodily injury" or "property damage" occurs:

(1) During the policy period, and

(2) Subsequent to the execution of such written contract, and

(3) Prior to the expiration of the period of time that the written contract requires such insurance be provided to the additional insured.

(2) How Limits Apply

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the most we will pay on behalf of such additional insured is the lesser of:

(a) The limits of insurance specified in the written contract or written agreement; or

(b) The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and described in this Section.

(3) Additional Insureds Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that the insurance is primary and non-contributory with the additional insured's own insurance.

(4) Duties in The Event Of Accident, Claim, Suit or Loss

If another person or organization is added as an additional insured on your policy, the additional insured shall be required to comply with the provisions in **A. Loss Conditions 2. – Duties In The Event Of Accident, Claim, Suit Or Loss – of SECTION IV – BUSINESS AUTO CONDITIONS**, in the same manner as the Named Insured.

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

BLANKET WAIVER OF SUBROGATION

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SECTION IV - BUSINESS AUTO CONDITIONS, A. Loss Conditions, 5. Transfer Of Rights Of Recovery Against Others To Us is amended by adding the following:

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damages under this Coverage Form.

 Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

© Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
As required by written contract signed by both parties prior to loss	All locations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or

2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured isrequired by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

2.That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

© Insurance Services Office, Inc., 2012

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT—CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from US.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be __*__% of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization	Job Description
WHERE YOU ARE REQUIRED BY WRITTEN CONTRACT TO OBTAIN THIS AGREEMENT FROM US, PROVIDED THE CONTRACT IS SIGNED AND DATED PRIOR TO THE DATE OF LOSS TO WHICH THIS WAIVER APPLIES. IN NO INSTANCE SHALL THE PROVISIONS AFFORDED BY THIS ENDORSEMENT BENEFIT ANY COMPANY OPERATING AIRCRAFT FOR HIRE.	

*The premium charge for this endorsement shall be 2% of the premium developed in the State of California, but not less than $500 policy minimum premium.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective	10/01/25	Policy No. T10251291	Endorsement No. 10
Insured	Colombo Construction Company Inc.		Policy Effective Date 10/01/25
Insurance Company	StarStone Naional Insurance Company		

Countersigned By Joseph E (Jeff) Colombo

WC 04 03 06
(Ed. 04-84)

©1998 by the Workers' Compensation Insurance Rating Bureau of California. All rights reserved.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization: As required by written contract signed by both parties prior to loss
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

© Insurance Services Office, Inc., 2008

FINANCIAL CAPACITY

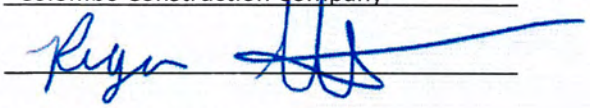
Refer to the separately attached documents for Financial Statements.

DEBARMENT, SUSPENSION, DISQUALIFICATION

Colombo Construction Company hereby certifies that it has not been debarred, suspended, or otherwise disqualified from public contracting by any federal, state, or local governmental agency. Furthermore, Colombo Construction has no history or pattern of liquidated-damages assessments or terminations for default on comparable projects. Accordingly, Colombo Construction meets the eligibility requirements under Section V. Minimum Requirements, Item G. of the Request for Proposals for Ramkabir Permanent Supportive Housing Project (OPS 2026-006) dated 08/10/2026.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Company: Colombo Construction Company

Signature: 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

C-2. References Form

Provide at least three (3) verifiable references for comparable, completed, on-time projects within the last seven (7) years, preferably occupied or adaptive-reuse residential rehabilitation or permanent supportive / affordable housing, including at least one completed on a fixed, deadline-driven schedule. Attach additional sheets for more than three references.

Ref. No.	Project Name / Address	Owner / Client Contact (Name, Phone, Email)	Contract Value	NTP Date	Substantial Completion Date	LDs Assessed? (Y/N)
1	CAPK Central Kitchen 1825 Feliz Drive, Bakersfield, CA 93307	Emilio Wagner (661) 472-1491 ewagner@capk.org	$5.5 M	09/2024	05/2025	No
2	Richardson Child Development Center 1515 Feliz Drive, Bakersfield, CA 93307	Mitchell Canfield (661) 636-4675 micanfield@kern.org	$17.7 M	03/2023	08/2025	No
3	BMH Pediatric Surgery Expansion 420 34th Street, Bakersfield, CA 93301	Joshua Sharp (661) 243-6847 joshua.sharp@commonspirit.org	$18.8 M	08/2023	12/2025	No

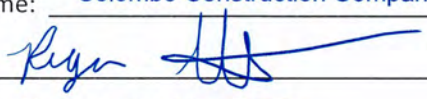
Briefly describe the comparable scope of work for each reference listed above (attach additional sheets as needed):

Reference 1: Refer to "Relevant Project Experience" section.

Reference 2: Refer to "Relevant Project Experience" section.

Reference 3: Refer to "Relevant Project Experience" section.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

revised to read "TOTAL BASE PROPOSAL (Base Lump Sum + Builder's Risk + Site Security Lump Sum)". A replacement Attachment C is issued with this Addendum and must be used.

- All references in the RFP to "Attachment I" are deleted. No Attachment I exists.

ITEM 5 — Evaluation Criterion 6, Title Conformed (CORRECTION)

The point values and weighting of all evaluation criteria in Section IX.B are UNCHANGED. The title of Criterion 6 is conformed to Section VI.G of the RFP as follows:

#	Evaluation Criterion — as revised	Max Points
6	Small, Local, and Veteran Business Participation / Subcontracting Outreach Plan	5 (unchanged)

ITEM 6 — Substantial Completion by Temporary Certificate of Occupancy (CLARIFICATION)

For the avoidance of doubt, and as already provided in Section X.A.i, Substantial Completion is achieved upon issuance of either a Certificate of Occupancy or a Temporary Certificate of Occupancy by the City of Bakersfield Building Department for all units, subject only to a punch list of minor items that do not prevent occupancy. A full Certificate of Occupancy is not required to achieve Substantial Completion or to stop the accrual of liquidated damages.

ATTACHMENTS TO THIS ADDENDUM

- Attachment C (replacement) — Proposal Forms, cost proposal form revised per Item 4.
- Attachment G (reissued) — Liquidated Damages Worksheet supporting the revised rate per Item 3.

ACKNOWLEDGMENT OF ADDENDUM NO. 1

The undersigned acknowledges receipt of Addendum No. 1 to RFP-OPS-2026-006 and confirms that its proposal is based upon the RFP as modified by this Addendum. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

The RFP states two different estimated Notice to Proceed dates: the summary table in Section II states September 22, 2026, and Section 2.a of Attachment B, Form of Construction Contract, states September 11, 2026. The estimated Notice to Proceed date is CONFORMED throughout the RFP and its attachments to read September 22, 2026.

The Contract Substantial Completion Date of August 13, 2027 and the Final Completion Date of September 11, 2027 are UNCHANGED. Both remain fixed and non-extendable for ordinary delays as provided in the Contract. The forty-five (45) calendar-day temporary-generator base period under Item 9 runs from the actual Notice to Proceed, not from the estimated date.

ITEM 11 — ALL OTHER TERMS UNCHANGED

Except as expressly modified by this Addendum and by Addendum No. 1, all terms, conditions, drawings, and specifications of RFP OPS 2026-006 remain unchanged and in full force and effect. No attachments are issued with this Addendum.

ACKNOWLEDGMENT OF ADDENDUM NO. 2

The undersigned acknowledges receipt of Addendum No. 2 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1 and this Addendum No. 2. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

ITEM 7 — ALL OTHER TERMS UNCHANGED

Except as expressly modified by this Addendum, all terms, conditions, requirements, attachments, and Contract Documents of RFP OPS 2026-006, as previously modified by Addendum No. 1 and Addendum No. 2, remain unchanged and in full force and effect. Where language in this Addendum is shown as replacing prior language, the replacement language governs.

ATTACHMENTS TO THIS ADDENDUM

Attachment G (reissued) — Liquidated Damages Daily Rate Worksheet supporting the revised rate established by Item 4. Supersedes the Attachment G reissued with Addendum No. 1.

ACKNOWLEDGMENT OF ADDENDUM NO. 3

The undersigned acknowledges receipt of Addendum No. 3 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1, Addendum No. 2, and this Addendum. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

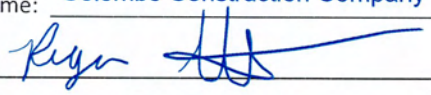
Date: 10/7/2026

ACKNOWLEDGMENT OF ADDENDUM NO. 4

The undersigned acknowledges receipt of Addendum No. 4 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1, Addendum No. 2, Addendum No. 3 and this Addendum No. 4.

This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

END OF ADDENDUM NO. 4

97.1 Permit count. There are five (5) separate permits: four (4) building permits, one for each of Buildings 100, 200, 300 and 400, and one (1) site permit. Proposers shall account for all five permits, and for the inspections associated with each, in inspection sequencing and in the resource-loaded and cost-loaded CPM schedule required by Item 54 of Addendum No. 4. This Item confirms that the Project comprises four (4) buildings.

97.2 Permit fees are paid by CAPK. Notwithstanding Attachment B, Section 1.c, CAPK shall pay the permit fees, plan-check fees, and required inspection fees charged by the City of Bakersfield and by any other agency having jurisdiction for the five (5) permits identified in Section 97.1. Proposers shall EXCLUDE those fees from the Base Lump Sum and from every other line of Cost Proposal Form C-1.

ITEM 7 — ALL OTHER TERMS UNCHANGED

Except as expressly modified by this Addendum, all terms, conditions, requirements, attachments, and Contract Documents of RFP OPS 2026-006, as previously modified by Addendum No. 1, Addendum No. 2, Addendum No. 3 and Addendum No. 4, remain unchanged and in full force and effect. Where language in this Addendum is shown as replacing prior language, the replacement language governs.

ACKNOWLEDGMENT OF ADDENDUM NO. 5

The undersigned acknowledges receipt of Addendum No. 5 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1, Addendum No. 2, Addendum No. 3, Addendum No. 4, and this Addendum. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

2 of this Addendum, that figure is CONFORMED to read ninety-three (93) calendar days. All other provisions of Item 4 of Addendum No. 3 remain in full force.

ITEM 5 — ALL OTHER TERMS UNCHANGED

The Proposal Due Date remains 2:00 p.m., Wednesday, October 7, 2026, and the proposal validity period and bid-guarantee requirement at Item 3 of Addendum No. 5 are unchanged. The vendor question period closed September 10, 2026 and is not reopened. Except as expressly modified by this Addendum, all terms, drawings, specifications and attachments of RFP OPS 2026-006, as previously modified by Addendum Nos. 1 through 5, remain in full force.

ATTACHMENTS TO THIS ADDENDUM

1. Revised Mechanical Drawings, Building 100 — Sheets M210, M211, M212.
2. Revised Mechanical Drawings, Building 200 — Sheets M210 through M215.
3. Revised Mechanical Drawings, Building 300 — Sheets M210, M211, M212.
4. Amana PTH R32 J Series Product Specifications.
5. PTAC Nomenclature and Power Connection Data.

ACKNOWLEDGMENT OF ADDENDUM NO. 6

The undersigned acknowledges receipt of Addendum No. 6 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum Nos. 1 through 6. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: Colombo Construction Company

By (Signature): 

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

END OF ADDENDUM NO. 6

GAIA Document A310'"-2010

Bid Bond

CONTRACTOR:
Colombo Construction Company, Inc.
3211 Rio Mirada Dr.
Bakersfield, CA 93308

SURETY:
Travelers Casualty and Surety Company of America
11070 White Rock Road, Ste. 130
Rancho Cordova, CA 95670-9085

OWNER:
Community Action Partnership of Kern
1300 18th St., Ste. 200
Bakersfield, CA 93301

BOND AMOUNT: $6,500,000
PROJECT: B26-058
CAPK Ramkabir Permanent Supportive Housing
901 Union Ave.,
Bakersfield, CA 93307

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Init.

AIA Document A310TM- 2010. Copyright© 1963, 1970 and 2010 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA' Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This document was produced by AIA software at 17:49:57 on 02/01/2018 under Order No. 1526130616 which expires on 03/15/2018 and is not for resale.
User Notes: (3B9ADA15)

Signed and sealed this 27th day of August 2026

Principal – Ryan Altergott (Seal)

President

Surety – Dawn R. Vance (Seal)

Attorney-in-Fact

(Witness)

(Witness)

COLOMBO CONSTRUCTION CO., INC
INCORPORATED
MARCH 25, 1960
CALIFORNIA

Init.

AIA Document A31D™- 2010. Copyright© 1963, 1970 and 2010 by The American Institute of Architects. All rights rasaiVad. WARNING: This AIA™ Document is protected by U.S. Copyright Law and International Treatio&. Unauthorized reproduction or distribution of this AIA™ Document, or any portion of It, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This document was produced by AIA software al17:49:57 on 02/01/2018 under Order No. 1526130616 which expires on 03/15/2018, and is not for resale.
User Notes:
(3B9ADA15)

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint **DAWN R VANCE** of **BAKERSFIELD** , **California** , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **13th** day of **May, 2026.**

SEAL SEAL SEAL

State of Connecticut

By: _____
Bryce Grissom, Senior Vice President

City of Hartford ss.

On this the **13th** day of **May, 2026**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President, Surety, Bond & Specialty Insurance, of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **31st** day of **March, 2031**

NOTARY PUBLIC

_____
Marie E. Sorensen, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **27th** day of **August, 2026** .

SEAL SEAL SEAL

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

County of Kern }

On 8/31/2026 (Date) before me, Natalie J Moren, Notary Public (Insert Name of Notary exactly as it appears on the official seal), Notary Public,

personally appeared Dawn R. Vance (Name(s) of Signer(s)),

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature _____ (Signature of Notary Public)

NATALIE J. MOREN
COMM. #2545536
NOTARY PUBLIC • CALIFORNIA
KERN COUNTY
My Comm. Exp. Jan. 13, 2030

Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Kern)

On October 5, 2026 before me, Maegan Venus Martinez Perez, Notary Public
(insert name and title of the officer)

personally appeared Ryan Altergott,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MAEGAN VENUS MARTINEZ PEREZ
Notary Public - California
Kern County
Commission # 2513528
My Comm. Expires Mar 3, 2029

Signature Maegan Venus Martinez Perez (Seal)

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint **DAWN R VANCE** of **BAKERSFIELD**, **California**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **13th** day of **May, 2026.**

SEAL SEAL SEAL

State of Connecticut

By: _____
Bryce Grissom, Senior Vice President

City of Hartford ss.

On this the **13th** day of **May, 2026**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President, Surety, Bond & Specialty Insurance, of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **31st** day of **March, 2031**

NOTARY PUBLIC

_____
Marie E. Sorensen, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **3rd** day of **September, 2026**.

SEAL SEAL SEAL

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

County of Kern }

On 09/03/2026 (Date) before me, Natalie J Moren, Notary Public (Insert Name of Notary exactly as it appears on the official seal), Notary Public,

personally appeared Dawn R. Vance (Name(s) of Signer(s))

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature _____ (Signature of Notary Public)

NATALIE J. MOREN
COMM. #2545536
NOTARY PUBLIC - CALIFORNIA
KERN COUNTY
My Comm. Exp. Jan. 13, 2030

Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/3/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
$ F U L V H U V H Q V X U D Q F H
: & R U S R U D W H
$ Q D K H L P

License#: 6009644

CONTACT NAME: Dawn Vance
PHONE (A/C, No, Ext): 661-412-9099 FAX (A/C, No):
E-MAIL ADDRESS: dvance@acrisure.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : $ V F H Q V L R Q D O L Q V X U D Q F H & R P S D Q \	45055
INSURER B : AmGUARD Insurance Company	42390
INSURER C : 6 W D U V W H U H R Q H H U R Q V X U D Q F H & R P S D Q \	25496
INSURER D : 7 U D Y H O H U V & D V X D O W \ & R P S D Q \ R I $ P H U L F	25674
INSURER E :	
INSURER F :	

INSURED
& R O R P H U R V H W V U & H F H L Y D E O H
5 L V N L U D' G D
% D N H U V & L H O G

COLOCON-06

COVERAGES **CERTIFICATE NUMBER:** 21043169 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	ESGL2610004837-02	5/1/2026	5/1/2027	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY	Y	Y	COAU781498	5/1/2026	5/1/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY X SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N		Y	T10251291	10/1/2025	10/1/2026	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
D	Builders Risk - Proj			QT-660-1792N637-TIL-25	10/29/2025	10/29/2026	Basic Limit	10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
5) 3 2 3 6 3 U R M H D F W V & $ 3 . 5 D P N D G H L U P D G H X S S R U W R L Y H Q X S S R U W R L Y H Q D L U V R M S H G F W U H V V Q L R Q H X H
% D N H U V & L H O G
& R P P X Q L F D W L R Q W Q H U H Q W H G D V 3 . & L W H % D N H U V L Q F O X G H G R X Q W H L U D W H G G L W L R
L Q V X U D Q F H & R P S D Q \ H U U R U V R P L V V L R Q W R H [W H Q G W K H U H S R U W L Q J S H U L R G R Q F R Q W U L E X W R U \
: D L Y H U R X E U R J D W L R Q V S O H D V H Y L H Z W K H R P P X Q L F D W L R Q W Q H U H Q W H G D V 3 . & L W H % D N H U V L Q F O X G H G R X Q W H L U D W H G G L W L R
D Q Y R O X Q W D U Y H H W R X E U R J D W L R Q V S O H D V H Y L H Z W K H R P P X Q L F D W L R Q

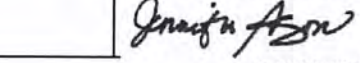
CERTIFICATE HOLDER

& R P P X Q L F D W L R Q W Q H U H Q W H G D V 3 .
W R K W U H H W L W H
% D N H U V & L H O G

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ACORD 25 (2025/12)

© 1988-2025 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED WHEN REQUIRED BY CONTRACT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This provision does not apply in regard to any ownership, maintenance or use of the additional insured's "autos."

Additional Insured When Required by Contract

(1) Paragraph **A.1. – WHO IS AN INSURED – of Section II – Liability Coverage** is amended to add:

d. When you have agreed, in a written contract or written agreement, that a person or organization be added as an additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who Is An Insured with regard to the ownership, maintenance or use of a covered "auto."

The insurance afforded to any such additional insured applies only if the "bodily injury" or "property damage" occurs:

(1) During the policy period, and

(2) Subsequent to the execution of such written contract, and

(3) Prior to the expiration of the period of time that the written contract requires such insurance be provided to the additional insured.

(2) How Limits Apply

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the most we will pay on behalf of such additional insured is the lesser of:

(a) The limits of insurance specified in the written contract or written agreement; or

(b) The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and described in this Section.

(3) Additional Insureds Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that the insurance is primary and non-contributory with the additional insured's own insurance.

(4) Duties in The Event Of Accident, Claim, Suit or Loss

If another person or organization is added as an additional insured on your policy, the additional insured shall be required to comply with the provisions in **A. Loss Conditions 2. – Duties In The Event Of Accident, Claim, Suit Or Loss – of SECTION IV – BUSINESS AUTO CONDITIONS**, in the same manner as the Named Insured.

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

BLANKET WAIVER OF SUBROGATION

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SECTION IV - BUSINESS AUTO CONDITIONS, A. Loss Conditions, 5. Transfer Of Rights Of Recovery Against Others To Us is amended by adding the following:

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damages under this Coverage Form.

 Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

© Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
As required by written contract signed by both parties prior to loss	All locations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or

2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured isrequired by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

© Insurance Services Office, Inc., 2012

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT—CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from US.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be __*__% of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization	Job Description
WHERE YOU ARE REQUIRED BY WRITTEN CONTRACT TO OBTAIN THIS AGREEMENT FROM US, PROVIDED THE CONTRACT IS SIGNED AND DATED PRIOR TO THE DATE OF LOSS TO WHICH THIS WAIVER APPLIES. IN NO INSTANCE SHALL THE PROVISIONS AFFORDED BY THIS ENDORSEMENT BENEFIT ANY COMPANY OPERATING AIRCRAFT FOR HIRE.	

*The premium charge for this endorsement shall be 2% of the premium developed in the State of California, but not less than $500 policy minimum premium.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective	10/01/25	Policy No. T10251291	Endorsement No. 10
Insured	Colombo Construction Company Inc.		Policy Effective Date 10/01/25
Insurance Company	StarStone Naional Insurance Company		

Countersigned By Joseph E (Jeff) Colombo

WC 04 03 06
(Ed. 04-84)

©1998 by the Workers' Compensation Insurance Rating Bureau of California. All rights reserved.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization: As required by written contract signed by both parties prior to loss
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

© Insurance Services Office, Inc., 2008

Attachment F
REQUIRED CERTIFICATIONS

Proposer shall complete, sign, and submit each of the four certifications below with its proposal, per RFP Section 7.1(f).

F-1. Non-Collusion Declaration

(Public Contract Code § 7106 form)

The undersigned, being first duly sworn, deposes and says that he/she is the [title] of [Proposer Name], the party making the foregoing proposal; that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham proposal, or to refrain from proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the Proposer or any other proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposer, or to secure any advantage against CAPK or anyone interested in the proposed contract; that all statements contained in the proposal are true; and further, that the Proposer has not, directly or indirectly, submitted its proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, to effectuate a collusive or sham proposal.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

By (Signature): _____ Ryan Altergott, President/CEO

F-2. Iran Contracting Act Certification

(Public Contract Code §§ 2202–2208 — applicable to contracts for goods or services of $1,000,000 or more)

By signing below, the undersigned certifies, on behalf of the Proposer identified below, that the Proposer is not identified on the current list of persons and entities engaged in investment activities in Iran maintained by the California Department of General Services pursuant to Public Contract Code § 2203(b), and is not a person described in Public Contract Code § 2202(d), unless the Proposer has obtained a waiver pursuant to Public Contract Code § 2203(c).

☒ The undersigned certifies as stated above.

☐ The undersigned cannot certify as stated above — explanation attached on a separate sheet, including any applicable waiver documentation.

By (Signature): _____ Ryan Altergott, President/CEO

F-3. Debarment, Suspension, and Ineligibility Certification

(2 CFR Part 180; California Public Contract Code § 10285.1; and Labor Code §§ 1777.1 and 1777.7 (public works debarment))

The undersigned certifies, to the best of its knowledge, that the Proposer and its principals:

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal, state, or local government department or agency;

(b) have not, within the preceding three (3) years, been convicted of, or had a civil judgment rendered against them for, commission of fraud, a criminal offense, violation of antitrust statutes, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, in connection with obtaining, attempting to obtain, or performing a public transaction or contract;

(c) are not presently indicted for, or otherwise criminally or civilly charged by a government entity with commission of, any of the offenses enumerated in paragraph (b); and

(d) have not, within the preceding three (3) years, had one or more public transactions (federal, state, or local) terminated for cause or default.

Where the Proposer is unable to certify to any of the statements in this certification, the Proposer shall attach an explanation to this proposal.

☒ The undersigned certifies without exception to (a) through (d) above.

☐ The undersigned cannot certify without exception — explanation attached on a separate sheet.

By (Signature): _____ Ryan Altergott, President/CEO

F-4. Conflict-of-Interest Disclosure Form

(Per RFP Section 4.5 and CAPK's Accounting & Financial Policies and Procedures Manual, Code of Conduct in Purchasing)

The undersigned discloses the following actual or apparent conflicts of interest, if any, involving the Proposer or its officers, employees, or affiliates, and any CAPK officer, employee, Board member, or agent involved in this procurement (write "None" if not applicable):

None

The undersigned further certifies that neither the Proposer nor its affiliates participated in developing the specifications or requirements for this Project, including as the Project architect or engineer of record, and that no gratuities, favors, or items of value have been or will be offered to any CAPK officer, employee, Board member, or agent involved in this procurement.

Proposer / Firm Name: Colombo Construction Company

By (Signature): _____

Name / Title: Ryan Altergott, President/CEO

Date: 10/7/2026

APPENDIX A

Community Action Partnership of Kern
• Business Services Department •
1300 18th St, Ste 200 Bakersfield, CA 93301 • 661.336.5236 • procurement@capk.org

VENDOR INFORMATION SHEET

Date: 10/5/2026 Prepared By: Matt Hopp

Official Business Name: Colombo Construction Company, Inc.

DBA: Same

Location Address: 3211 Rio Mirada Dr., Bakersfield, CA 93308
Street City State Zip

Remit Address: Same
Street City State Zip

Contact Person: Jonny Frank Title: Director of Project Development

Phone #: 661-316-0100 Accts. Receivable Phone #: 661-316-0100

Fax #: 661-316-0101 Customer Service Phone #: 661-316-0100

CAPK Vendor #: E-mail Address: jfrank@colomboconstruction.com

Federal ID # or SS#: 95-2091187 Type of Business: General Contractor

Contractor Lic. #: 191788 Business Lic. #: 2700000151 City Issued: Bakersfield

General Liability Insurance Carrier & Policy #: Ascot Specialty - ESGL2610004837-02

Auto Liability Insurance Carrier & Policy #: AmGuard - COAU781498

Workers Compensation Insurance Carrier & Policy #: ICW - WPL509159800

FEDERAL TAX CLASSIFICATION:

☐ Individual/Sole Proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/Estate

☐ Limited Liability Co. C = C Corp S = S Corp P = Partnership ☐ Other: _____

BUSINESS ENTITY/CLASSIFICATION:

☐ Board Member ☐ Employee ☐ Faith Based ☐ Fed Gov't ☒ For Profit ☐ Housing Collaborative ☐ Local Gov't

☐ Non-Profit ☐ Parent ☐ Post Secondary Ed ☐ Provider ☐ School District

SBA CLASSIFICATION:

It is the policy of Community Action Partnership of Kern, consistent with Federal, State and local laws, to promote and encourage the development, participation, and continued expansion of Small Business Enterprises, Minority Business Enterprises, Women's Business Enterprises and Veteran Business Enterprises.

☐ Minority-Owned ☐ Small Business ☐ Veteran-Owned ☐ Woman-Owned

Years in Business: 78 Accept Purchase Orders: ☒ Yes ☐ No

If your business has a Social Security number as Tax ID, we require the signature of the owner.

Authorized Signature: Ryan Altergott Print Name: Ryan Altergott

Title: President/CEO Date: 10/7/2026

REVISED 7/1/2017

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Colombo Construction Company, Inc.

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

3211 Rio Mirada Drive

Requester's name and address (optional)

6 City, state, and ZIP code

Bakersfield, CA 93308

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				

or

Employer identification number

9	5	-	2	0	9	1	1	8	7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person  Date 10/5/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

APPENDIX C

Community Action Partnership of Kern
Additional Terms and Conditions

1. **TAXES.** The Vendor is solely responsible to pay all taxes and comply with all Federal, State, and local laws, ordinances, rules, regulations and lawful orders bearing on the performance of work.
2. **ASSIGNMENT OF SUBCONTRACTING.** The Vendor may not assign or transfer the Contract, or any interest therein or claim thereunder, or subcontract any portion of the work thereunder, without the prior written approval of CAPK. If CAPK consents to such assignment or transfer, the terms and conditions of the Contract shall be binding upon any assignee or transferee. Any transfer shall be considered an addendum to the Contract and must be included as such.
3. **TERMINATION FOR CONVENIENCE OF CAPK**. CAPK may terminate the Contract at any time by giving written notice to the Vendor of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials as described herein, at the option of CAPK, shall become its property. If the Contract is terminated by CAPK as provided herein, the Vendor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. The Vendor hereby expressly waives any and all claims for damages or compensation arising under the Contract except as set forth in this section in the event of such termination.
4. **CHANGES**. CAPK may from time to time, require changes in the scope of the services of the Vendor to be performed hereunder. Such changes, including any increase or decrease in the amount of the Vendor's compensation which are mutually agreed upon by and between CAPK and the Vendor, shall be effective when incorporated in written amendments to the Contract. Amendments shall be valid only after approval by Vendor and CAPK's Executive Director.
5. **CLAIMS**. All claims for money due or to become due to the Vendor from CAPK under the Contract may not be assigned to a bank, trust company, or other financial institution without CAPK approval. Notice or requests of any such assignment or transfer shall be furnished promptly in writing to CAPK.
6. **NOTICE**. Any notice or notices required or permitted to be given pursuant to the Contract may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested.
7. **AFFIRMATIVE ACTION.** The Vendor agrees to abide by all State and Federal Affirmative Action policies and laws.
8. **DISPUTE RESOLUTION.** Any dispute arising regarding the interpretation or implementation of the Contract, including any claims for breach of the Contract, shall be resolved by submitting the claim for arbitration to the American Arbitration Association in accordance with its rules and procedures applicable to commercial disputes. The location of any arbitration hearing shall be Bakersfield, California, and any enforcement of the arbitrator's decision shall be brought in the Superior Court of the County of Kern, Bakersfield, California.
9. **EQUAL EMPLOYMENT OPPORTUNITY.** All hiring and other employment practices by the Vendor shall be non-discriminatory, based on merit and qualifications without regard to race, color, religion, national origin, ancestry, disability, medical condition, marital status, age or sex.
10. **SBE/MBE/WBE POLICY STATEMENT.** It is the policy of Community Action Partnership of Kern, consistent with Federal, State and local laws, to promote and encourage the development, participation, and continued expansion of Small Business Enterprises, Minority Business Enterprises and Women's Business Enterprises.

11. **AMERICAN MADE.** To the extent practicable, all equipment and products provided by Vendor will be American made.

12. **CONFIDENTIALITY.** The Vendor shall use his or her best efforts to keep confidential any information obtained during the performance of the Contract.

13. **RESPONSIBILITY.** If Vendor is part of a corporation, the individual or individuals who sign the Contract on behalf of the corporation are jointly responsible for performance of the Contract.

14. **PROTEST BY VENDOR:** If the Vendor wishes to file a protest against CAPK for any action, the Vendor must do so in writing with CAPK within 72 hours after the action to be protested has occurred. All protests will be taken under advisement. Any protests received after that will not be recognized.

15. **CONFLICT OF INTEREST:** In accordance with California Public Contract Code 10410, no officer or employee of CAPK shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest in the Contract, which may be in whole, or in part, sponsored or funded by a Local, State, or Federal agency. Also, no relative of an employee of CAPK may enter into or bid on an Contract while said employee is still employed by CAPK. No relative of an employee of CAPK may bid on an Contract until 12 months after the date said employee of CAPK has left employment of CAPK, either voluntarily or involuntarily. It is contrary to CAPK policy for any CAPK employee to personally solicit, demand or receive any gratuity of any kind from a Vendor in connection with any decision affecting a CAPK purchase or Contract for Goods or Services. Thus, if such a case were to occur, the Vendor may file a protest with CAPK as specified in the section titled "Protest by Vendor."

16. **DEBARMENT AND SUSPENSION CERTIFICATION**: Vendor, under penalty of perjury, certified that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, manager:

    a. Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
    b. Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three (3) years;
    c. Does not have a proposed debarment pending; and
    d. Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

    If there are any exceptions to the Certifications above, insert the exceptions in the following space:

    Exceptions will not necessarily result in denial of award, but will be considered in determining Vendor responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

    Note: Providing false information may result in criminal prosecution or administrative sanctions.

17. **WORKER'S COMPENSATION**: Labor Code Section 3700 provides:

"Every employer except the State and all political subdivisions or institutions thereof, shall secure the payment of compensation in one or more of the following ways:

"(a) By being insured against liability to pay compensation in one or to more than one of the insurers duly authorized to write compensation insurance in this State.

"(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which

may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees."

Vendor is 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 to undertake self-insurance in accordance with the provisions of that Code, and Vendor will comply with those provisions before commencing the performance of the work of the Contract.

(In accordance with Article 5 [commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, this certificate must be signed and filed with the awarding body prior to performing any work under the Contract.)

18. **INSURANCE REQUIREMENTS:** Vendor shall procure, furnish and maintain for the duration of the Contract the following types and limits of insurance herein:

    a. Automobile Liability Insurance, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:

    b. Provide coverage for owned, non-owned and hired autos.

    c. Contain an additional insured endorsement in favor of Community Action Partnership of Kern, its board, officers, agents, employees and volunteers.

    d. Broad Form Commercial General Liability Insurance, ISO form CG00 01 11 85 or 88 providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:

    e. Provide Contractual Liability coverage for the terms of the Contract.

f. Contain an additional insured endorsement in favor in favor of Community Action Partnership of Kern, its board, officers, agents, employees and volunteers.

g. Workers' compensation insurance with statutory limits and employer's liability insurance with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall contain a waiver of subrogation endorsement in favor of Community Action Partnership of Kern, its board, officers, agents, employees and volunteers.

All policies required of the Vendor shall be primary insurance as to Community Action Partnership of Kern, its board, officers, agent's employees and volunteers and any insurance or self-insurance maintained by Community Action Partnership of Kern, its board, officers, agents employees and designated volunteers shall be in excess of the Vendor's insurance and shall not contribute with it. Additional insured endorsement shall use ISO form CG20 10 11 85 (in no event with an edition date later than 1990).

Insurance is to be placed with insurers with a Best's rating of no less than A:VII. Any deductibles, self-insured retentions or insurance in lesser amounts, or lack of certain types of insurance otherwise required by the Contract, or insurance rated below Best's A:VII, must be declared prior to execution of the Contract and approved by CAPK in writing.

All policies shall contain an endorsement providing Community Action Partnership of Kern with thirty (30) days written notice of cancellation or material change in policy language or terms. All policies shall provide that there shall be continuing liability thereon, notwithstanding any recovery on any policy.

The insurance required hereunder shall be maintained until all work required to be performed by the Contract is satisfactorily completed.

Vendor shall furnish CAPK with a certificate of insurance and required endorsements evidencing the insurance required. CAPK may withdraw its offer of an Contract or cancel the Contract if certificates of insurance and endorsements required have not been provided prior to the execution of the Contract.

10/7/2026

Signature **Date**

Ryan Altergott, President/CEO

Print Name

Colombo Construction Company

Company Name

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

End of Proposal

REQUEST FOR PROPOSALS (RFP)
FOR
RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT

Request for Proposal Number: OPS 2026-006
08/10/2026

Community Action Partnership *of* Kern
1300 18th St, Ste 200
Bakersfield, California 93301
661.336.5236

Proposals Due by 2:00 p.m. September 8th, 2026

Community Action Partnership of Kern
1300 18th St, Ste 200 · Bakersfield, CA 93301
(661) 336-5236

REQUEST FOR PROPOSALS (RFP):
RAMKABIR PERMANENT SUPPORTIVE HOUSING PROJECT
GENERAL CONDITIONS

I. PURPOSE

Community Action Partnership of Kern ("CAPK"), is soliciting proposals from qualified, licensed general contractors to furnish all labor, materials, equipment, and services necessary to complete the rehabilitation and adaptive-reuse construction of the Ramkabir Permanent Supportive Housing Project (the "Project") located at 901 Union Avenue, Bakersfield, California 93307.

The Project is funded through the California Department of Housing and Community Development ("HCD") Homekey+ Program, a state program administered in partnership with the City of Bakersfield (the "City") as lead applicant and CAPK as co-applicant and Developer. Because the Homekey+ program carries fixed, state-imposed completion deadlines that cannot be extended for ordinary delays, the schedule is the governing constraint of this procurement. Prospective proposers are advised that this is a fixed deadline, time-is-of-the-essence project subject to liquidated damages, as set forth in Section XI.

Developer	Community Action Partnership of Kern (CAPK)
Project	Ramkabir Permanent Supportive Housing (30 Supportive Housing units)
Site	901 Union Avenue, Bakersfield, CA 93307 — former 38-room motel (three single-story wood-frame buildings, constructed 1937), to be converted to 30 Supportive Housing units under MX-1 zoning
Delivery Method	Best-value Request for Proposals (Proposal Method) qualifications and price (see Section IV)
Funding	State of California Homekey+ Program with local match (public works; prevailing wage)
Wage Determination	State prevailing wage; DIR-registered contractors
Architect of Record	Skarphol Frank Associates (SFA) Gregory Frank, Architect (C-31980, CASp-595)
Estimated Notice to Proceed	September 22, 2026,
Contract Completion	Substantial Completion August 13, 2027 (CofO/TCO); Final Completion September 11, 2027,

A. Proposal Submission Information

1. **Closing Date:** Proposals must be submitted no later than **2:00 p.m. September 8, 2026**
2. **Inquiries:** Inquiries concerning this RFP should be directed to the Business Services Department, at procurement@capk.org.
3. **Costs of Proposal Preparation:** All costs incurred in the preparation of a proposal responding to this RFP will be the sole responsibility of the Vendor and will not be reimbursed by CAPK.

Unless otherwise stated, all materials submitted by Vendor in response to this RFP shall become the property of CAPK.

B. Proposal Submission Instruction to Vendors: Your proposal should be addressed as follows:

Community Action Partnership of Kern (CAPK)
RFP OPS 2026-006
ATTN: Liz G Vargas - Procurement
1300 18th Street, Ste 200
Bakersfield, CA 93301
Or via email to: procurement@capk.org

It is the responsibility of the Vendor to ensure that CAPK receives the proposals by the date and time specified above. **Late proposals will not be considered**. **Confirmation of receipt is the sole responsibility of Vendor.** Each Vendor must submit its proposal using the enclosed format in Section III below. If any proposal submitted deviates from the requested proposal format, it may be cause for disqualification. This does not, however, preclude the Vendor from offering value-added alternatives and additional, relevant information in addition to the information requested in the RFP. The alternatives, however, must be fully explained in written form, and must be separately stated as alternatives in both the proposal content and fee proposal.

Expected Timelines:

	Date(s)	Event
1	August 10, 2026	RFP Released to public
2	August 18, 2026, 8:00 AM	Job Walk – get maintenance out at 6:00
3	August 25, 2026 by 5:00 PM	Due date for Vendor Questions - Please email to Procurement@capk.org
4	August 28th, 2026	Responses to Vendor questions emailed to Vendors
5	**September 8, 2026, by 2:00pm**	**DUE DATE FOR PROPOSALS FROM VENDORS**
6	September 14 – 22, 2026	Proposal scoring and Board approval
6	Approx. September 22, 2026	Notification of Award

C. Right to Reject: CAPK reserves the right to reject all proposals received in response to this RFP. The Contract for the accepted proposal will be based upon the factors described in this RFP. CAPK reserves the right to waive all informalities or irregularities in any proposal.

D. Confidentiality: The Vendor agrees to keep the information related to negotiations in strict confidence. Other than the reports submitted to CAPK, the Vendor agrees not to publish, reproduce or otherwise divulge such information in whole or in part, in any manner or form or authorize or permit others to do so, taking such reasonable measures as are necessary to restrict access to the information, while in the Vendor's possession, to those employees on the Vendor's staff who must have the information on a "need-to-know" basis. The Vendor agrees to immediately notify, in writing, CAPK's authorized representative in the event the Vendor determines or has reason to suspect a breach of this requirement.

E. Notification of Award: CAPK anticipates but does not guarantee that the Contract will be awarded by approximately **September 22, 2026.**

Award will be made to the most responsible Vendor whose service, experience and approach to the project are most compatible with the CAPK's needs. The scored proposals will be presented to CAPK's Board of Directors for final award. CAPK will be the sole judge in making this determination.

F. **Small, Local & Veteran Business Participation / Subcontracting Outreach Plan:** Efforts will be made by CAPK to utilize small Local & Veteran Businesses, with the consideration that the primary responsibility is the most favorable return to CAPK.

A Vendor qualifies as a small business firm if it meets the definition of "small business" as established by the Small Business Administration (13 CFR 121.201).

G. **Price:** All prices and quotations must be typed or written in ink utilizing attached bid form. No erasures or correction fluid is permitted. Errors may be crossed out and corrections printed in ink by the person signing the proposal.

II. SCOPE OF WORK: The Work consists of the complete conversion, rehabilitation, and adaptive reuse of an existing 1937 motel (38 rooms) into a 30-unit Permanent Supportive Housing community, ready for occupancy, in conformance with the Construction Documents prepared by Skarphol Frank Associates and all applicable codes and Program requirements. The scope reflects the architect's preliminary Scope of Work and includes, without limitation, the following. Where this summary and the Construction Documents differ, the Construction Documents govern.

A. Demolition, Fire Restoration, and Environmental Remediation

1. Environmental testing for lead-based paint and asbestos, followed by full abatement and remediation in accordance with EPA and Cal/OSHA regulations.
2. Restoration of all areas impacted by fire damage to ensure structural safety and code compliance.
3. Selective demolition is necessary for unit reconfiguration and infrastructure upgrades.

B. Unit Reconfiguration and Interior Improvements

1. Reduction of the total unit count from 38 to 30 to meet MX-1 zoning minimum density, and reconfiguration of floor plans to accommodate the required accessible units.
2. Installation of kitchenettes in all units, including cabinets, sinks, cooktops/microwaves, and refrigeration.
3. Upgrade of all interior plumbing, electrical, and mechanical systems to residential standards.

C. Accessibility and Life-Safety Compliance

1. Construction of eight (8) total accessible units, consistent with the HCD project report basis of award: five (5) units exceeding mobility standards plus three (3) units with hearing/vision features, in compliance with the ADA and the California Building Code, including accessible routes, restrooms, entrances, and common areas for universal access.
2. Upgrade or installation of fire/life-safety systems, including alarms, sprinklers (if required), and emergency lighting.

D. Structural and Seismic Rehabilitation

1. Structural assessment and seismic retrofitting where required by current building code.
2. Reinforcement of load-bearing elements to accommodate the change to a residential occupancy classification.

E. Energy Efficiency and Sustainability (Title 24)

3. Building-envelope retrofit with new insulation and high-efficiency windows and doors.

4. Replacement or upgrade of HVAC systems and lighting to meet Title 24 energy standards, and installation of low-flow plumbing fixtures and energy-efficient appliances.

F. Community Facilities and Supportive-Services Spaces

1. On-site spaces for property management, case management, and resident services; shared laundry facilities; and a common room, with secure and functional access to supportive services.

G. Site and Exterior Improvements

2. Upgrades to site drainage, lighting, and security systems.
3. Reconfiguration of parking to include accessible stalls and EV-capable spaces as required.
4. Improvements to landscaping, fencing, and pedestrian pathways to support neighborhood integration.
5. *All Work shall conform to Homekey+ funding requirements, MX-1 zoning, the California Building Code, Title 24, ADA guidelines, and all applicable state and federal housing regulations.*

H. Construction-Phase Site Security - The Contractor shall provide and maintain construction-phase site security and shall hold the security contract. From the Notice to Proceed through Substantial Completion, the Contractor has care, custody, and control of the site and is responsible for protecting the Work, materials, and equipment against theft and vandalism. The site is in an area with elevated theft risk; the following minimum-security standard applies, and the Contractor remains responsible for protecting the Work whether or not the minimum standard proves sufficient:

1. Secure perimeter fencing, locked gates, controlled site access, and adequate site lighting.
2. Monitored video surveillance and intrusion alarms covering entrances, material staging, and stored equipment, with recorded footage retained and made available to CAPK on request.
3. Licensed, uniformed security guard coverage during high-risk hours — at a minimum, overnight on weekdays and full coverage on weekends and holidays [specify, e.g., 6:00 p.m.–6:00 a.m. weekdays and 24 hours on weekends/holidays]. The level of coverage (on-site guard versus surveillance-only) is subject to adjustment by CAPK.
4. Just-in-time delivery of high-theft materials (for example, mini-split condensers, appliances, water heaters, copper, and wire) and lockable on-site storage with inventory control, so that materials are not left exposed before installation.
5. A designated 24-hour emergency contact and an incident-reporting protocol requiring prompt notice to CAPK of any theft, vandalism, or breach, with CAPK access to surveillance feeds and incident logs.
6. The security vendor shall carry commercial general liability of not less than $1,000,000 per occurrence and $2,000,000 aggregate (benchmarked to the site's location and crime exposure) and workers' compensation insurance for its guard personnel; shall name CAPK, the City, and the Contractor as additional insureds on the vendor's own policy on a primary and non-contributory basis; and shall provide a waiver of subrogation in favor of CAPK and the City.
7. Builder’s-risk protective safeguards: the site-security program shall satisfy any protective-safeguards, watchman, or vacancy requirements imposed by the builder’s-risk carrier. The Contractor shall obtain the carrier’s written confirmation that the proposed security schedule meets those requirements so that no off-hours theft, vandalism, or fire loss is subject to denial. This confirmation is a condition precedent to mobilization.

8. Owner review before finalizing: before the security vendor and its coverage are finalized, and before mobilization, the Contractor shall submit to CAPK for review and approval the security vendor's insurance certificates and endorsements and the builder's-risk policy specifications and declarations — not merely certificates of insurance.
9. Coverage hours and handoff: the cost proposal shall state the exact security hours, and the Contractor shall maintain a written overlap/handoff protocol between construction-hours supervision and the non-construction-hours security vendor so that responsibility for the site is continuous with no gap at the boundary.
10. The Contractor's indemnity obligations under the Contract extend to the acts and omissions of the security subcontractor, so that CAPK and the City are protected if the security vendor is underinsured.
11. *Site security shall be priced as a separately stated line item in the cost proposal, together with a per-guard-hour unit rate for adjustments..*

I. Project Schedule — Time Is of the Essence - Time is of the essence. The Work is subject to fixed, non-extendable completion deadlines imposed by the Project's State funding program. HCD has confirmed, with no exceptions, that the Project has sixty (60) days from the date of the Homekey+ Conditional Commitment Letter originally received July 13, 2026, before the twelve (12)-month construction-completion period begins; the program does not extend this deadline for ordinary delays, including labor shortages and supply-chain conditions. The Contract Substantial Completion Date is set in advance of the program construction-complete deadline to preserve Owner float for punch-list, closeout, and occupancy.

CONTRACT Substantial Completion	August 13, 2027 — evidenced by issuance of a Certificate of Occupancy or Temporary Certificate of Occupancy by the City of Bakersfield Building Department for all units, set in advance of the program deadline to preserve Owner float
CONTRACT Final Completion	September 11, 2027 — coincides with the Program Construction-Complete Deadline; all punch-list items closed, final lien releases, as-builts, and other closeout documents submitted
Program Construction-Complete Deadline	September 11, 2027 — twelve (12) months after the closing of the 60-day period following the July 13, 2026, Conditional Commitment Letter; HCD has confirmed no exceptions to this deadline
Program Expenditure & Occupancy Deadline	Same as the Program Construction-Complete Deadline above

The Contract Substantial Completion Date is intentionally set in advance of the program construction-complete deadline to preserve Owner float for punch-list, closeout, and the occupancy period. The successful proposer must demonstrate the capacity and staffing to achieve Substantial Completion by the Contract date without qualification. With its proposal, each proposer shall submit a detailed, resource-loaded critical-path-method (CPM) baseline schedule demonstrating how the Contract Completion Date will be met, including long-lead procurement, abatement, permitting/inspection sequencing, and crew loading.

III. PROCUREMENT METHOD AND CONDITIONS OF AWARD

Delivery and Selection Method: This procurement is conducted under CAPK's Accounting & Financial Policies and Procedures Manual, using the competitive Proposal Method of

procurement. Award will be made to the responsible proposer whose proposal is most advantageous to the Project considering price and the other evaluation factors in Section IX; this is a Request for Proposals and not an invitation for sealed bids, and award will not be made solely on the basis of lowest price.

Conditions Precedent to Award and Contract: This solicitation is issued in advance of, and expressly conditioned upon, satisfaction of each of the following.

- CAPK reserves the right to postpone, modify, or cancel this RFP, or to decline to award, at any time and without liability, if any condition is not satisfied:
    - CAPK's execution of a binding property instrument (ground lease, disposition and development agreement, or transfer of title) with the City granting CAPK the right to develop, control, encumber, and operate the Project site;
    - Execution of the HCD Homekey+ Standard Agreement and satisfaction of its conditions, including establishment of the milestone schedule;
    - Confirmation of available funding and CAPK Board of Directors authorization to enter into the construction contract; and
    - Any approvals required from HCD or the City.
    - No proposer acquires any right to award, and CAPK incurs no obligation, until a written contract is fully executed. Costs of preparing and submitting a proposal are borne solely by the proposer.

Sealed Proposals and Minimum Competition: Proposals may be submitted preferably via email or may be delivered in person or mail by the deadline. This procurement seeks a minimum of three (3) proposals. If fewer than three responsive proposals are received after proper advertising, CAPK may re-solicit or proceed under the Non-Competitive Method (Insufficient Proposers) provision, documenting the inadequacy of competition in the procurement file. Approvals: For construction and major renovations over $250,000, award of the resulting contract is subject to approval by CAPK's Chief Executive Officer and Board of Directors. No award is final, and no Notice to Proceed will issue, until those approvals and the conditions above are satisfied.

Conflicts of Interest and Ethical Conduct: Consistent with the CAPK's Code of Conduct in Purchasing, firms and their affiliates that participated in developing the specifications or requirements for this Project, including the Project architect, are not eligible to submit a proposal. Proposers shall not offer gratuities, favors, or anything of value to any CAPK officer, employee, Board member, or agent involved in this procurement, and shall disclose any actual or apparent conflict of interest. Each member of the evaluation panel will execute a conflict-of-interest and confidentiality certification before reviewing proposals.

IV. FUNDING SOURCE AND COMPLIANCE REQUIREMENTS

This is a state-funded public works project. The successful proposer and all subcontractors shall comply with all Program and legal requirements, including without limitation:

- California prevailing wage law (Labor Code § 1720 et seq.): payment of not less than the applicable prevailing wage rates, submission of certified payroll records, and compliance with apprenticeship requirements.
- Registration with the California Department of Industrial Relations (DIR) under Labor Code § 1725.5, and compliance with DIR electronic certified-payroll and compliance-monitoring requirements.
- Contractor and subcontractor licensing in good standing with the California Contractors State License Board (CSLB) in the appropriate classification(s).
- Nondiscrimination and equal-opportunity requirements, and accessibility requirements

under the California Building Code, the federal Fair Housing Act, Section 504, and the ADA.

- All conditions of the Project's ministerial building permit.

V. MINIMUM QUALIFICATIONS

A. To be eligible for award, a proposer must document each of the following as of the proposal due date. Failure to meet any minimum qualification may render a proposal non-responsive:

B. Active, appropriate California contractor's license (Class B and/or the classification(s) required by the Work) in good standing.

C. Active DIR public-works contractor registration.

D. Bonding capacity sufficient to provide 100% payment and 100% performance bonds for the full Contract amount, evidenced by a surety letter.

E. Successful completion, within the last seven (7) years, of at least three (3) projects of comparable type and scale — preferably but not required, occupied or adaptive-reuse residential rehabilitation or permanent supportive/affordable housing — including at least one (1) completed on a fixed, deadline-driven schedule.

F. Demonstrated financial capacity to staff and finance the Work at the pace required to meet the Contract Completion Date.

G. No debarment, suspension, or disqualification from public contracting, and no pattern of liquidated-damages assessments or terminations for default on comparable projects.

VI. PROPOSAL CONTENT REQUIREMENTS

Proposals must include the following:

A. Transmittal letter and completed proposal forms;

B. Evidence of minimum qualifications (Section V)

C. Technical proposal addressing the evaluation criteria below, including a CPM baseline schedule, key-personnel commitments and resumes, subcontractor and self-perform plan, and a narrative describing precisely how the proposer will achieve the Contract Completion Date;

D. At least three (3) verifiable references for comparable, on-time projects;

E. The cost proposal (lump sum, with the unit prices and allowances required by the forms, including a separately-stated site-security line item and a per-guard-hour unit rate per Section II above);

F. Required certifications (non-collusion; Iran Contracting Act; debarment/suspension; and conflict-of-interest disclosure) (Attachment F). The complete proposal, including the cost proposal, shall be submitted sealed in accordance with the Proposal Submission Information above.

G. A Small, Local, and Veteran Business Participation Plan describing the proposer's good-faith outreach and subcontracting approach.

H. **Vendor Information Sheet:** Appendix A.

I. **W-9:** Appendix B.

J. **Additional Terms and Conditions:** Appendix C.

VII. VENDOR REQUIREMENTS

A. All responsive proposals shall be reviewed and evaluated by CAPK to determine which proposal best meets CAPK's needs for this project by demonstrating the competency and professional qualifications necessary for the satisfactory performance of the required services.

VIII. PROPOSAL SUBMITTAL PROCESS

A. The submission of a proposal shall be an indication that the Vendor has investigated and satisfied itself as to the conditions to be encountered, the character, quality and scope of work to be performed, and the requirements of CAPK.

B. All proposals received by CAPK will be considered a "Public Record" as defined in Section 6252 of the California Government code and shall be open to public inspection, except to the extent the Vendor designates trade secrets or other proprietary material to be confidential. Any documentation which the Vendor believes to be a trade secret must be provided to CAPK in a separate envelope and must be clearly marked as a trade secret. CAPK will endeavor to restrict distribution of material and analysis of the proposals. Vendors are cautioned that materials designated as trade secrets may nevertheless be subject to disclosure and CAPK shall in no way be liable or responsible for any such disclosure. Vendors are advised that CAPK does not wish to receive material designated as trade secrets and requests that Vendors not supply trade secrets unless necessary. The Vendor's qualification package, and any other supporting materials submitted to CAPK in response to the request, will not be returned and will become the property of CAPK.

IX. SELECTION PROCESS AND CRITERIA

This is a NEGOTIATED procurement and as such, award will not necessarily be made to the Vendor submitting the lowest priced proposal. Award will be made to the Vendor submitting the best responsive proposal satisfying CAPK's requirements, as determined by CAPK, including consideration of price and other indicated factors.

Nonresponsive Proposals

Proposals may be judged nonresponsive and removed from further consideration if any of the following occur:

- The proposal is not received timely in accordance with the terms of this RFP.
- The proposal does not follow the specified format.
- The proposal is missing any of the proposal content requirements found in Section VI.
- The proposal does not include Appendix C, signed on behalf of the Vendor.

Proposal Evaluation

Proposals will be evaluated by an evaluation committee using the weighted criteria below. Consistent with the fixed-deadline nature of this Project, schedule certainty and relevant on-time performance are scored criteria. Price is a significant but not controlling factor.

A. All proposals received by the specified deadline will be reviewed by CAPK for content, fees, related experience and professional qualifications of Vendor.

B. The evaluation and selection of the successful Vendor shall be based upon the factors listed below with corresponding point evaluation. Total points available are **100**.

Evaluation of each proposal will be scored on the following factors:

#	Evaluation Criterion	Max Points
1	Schedule certainty: realism and completeness of the CPM baseline,	15

#	Evaluation Criterion	Max Points
	demonstrated ability to meet the Contract Completion Date, crew loading, and long-lead/abatement/permitting sequencing	
2	Relevant experience and past performance, including verified on-time completion of comparable rehabilitation / PSH / adaptive-reuse projects	10
3	Price (lump sum, with allowances and unit prices)	60
4	Technical approach, logistics, quality control, and self-perform / subcontractor capacity	5
5	Key personnel qualifications and committed availability	5
6	Small, Woman, Local & Veteran Business Participation / Subcontracting Outreach Plan	5
	TOTAL	**100**

C. CAPK may, at its discretion, request presentations by or meetings with any or all Vendors to clarify the Vendors' proposals. However, CAPK reserves the right to make an award without further discussion of the proposals submitted. Therefore, proposals should be submitted initially on the most favorable terms, from both technical and price standpoints, which the Vendor can propose. CAPK contemplates award of the Contract to the responsible Vendor with the highest total points awarded by CAPK's proposal evaluation team.

D. Upon final selection, the Contract will be processed by CAPK for award of the Contract.

X. KEY CONTRACT TERMS

A. The successful proposer will execute CAPK's construction contract, which will include, at minimum, the following terms. Proposers must be prepared to accept these terms; material exceptions must be identified in the proposal and may affect evaluation.

i. Substantial Completion and Final Completion, defined: "Substantial Completion" means the stage in the progress of the Work when the Work is sufficiently complete in accordance with the Contract Documents so that CAPK can occupy the units for their intended use, as evidenced by issuance of a Certificate of Occupancy or Temporary Certificate of Occupancy by the City of Bakersfield Building Department, subject only to a punch list of minor items that do not prevent occupancy. "Final Completion" means full completion of all Work, including all punch-list items, together with submission of final lien releases, as-built drawings, warranties, and other closeout documents required by the Contract.

ii. Contract form: stipulated lump sum covering all Work shown in the Contract Documents. Changed or extra work, and any differing site conditions, are adjusted by change order to documented actual cost with fixed overhead and profit. CAPK does not use cost-plus-a-percentage-of-cost or percentage-of-construction-cost contracting.

iii. Bonds: a 5% bid guarantee (bid bond or certified check) with the proposal, and 100% payment and 100% performance bonds required prior to Notice to Proceed.

iv. Insurance: commercial general liability, automobile, workers' compensation, and builder's risk in amounts stated in the contract, naming CAPK and the City as additional insureds.

v. Retention: five percent (5%) of each progress payment, released in accordance with law upon satisfactory completion.

vi. Progress payments: submitted monthly on AIA Document G702 (Application and Certificate for Payment) with AIA Document G703 (Continuation Sheet) as the schedule of values, certified by the Architect as a condition of payment, and paid less the five percent (5%) retention stated above.

vii. Prevailing wage, DIR registration, and certified-payroll compliance as conditions of payment.

viii. Change orders and time extensions governed by Section XI; no extension for ordinary weather, labor, or supply-chain conditions.

ix. Care, custody, and control; protection of the Work: from Notice to Proceed to Substantial Completion the Contractor has care, custody, and control of the site and bears the risk of loss from theft and vandalism to the Work, subject to builder's risk insurance. Provision of the specified minimum site security (Section II above) is a minimum requirement and does not limit or excuse the Contractor's obligation to protect the Work. CAPK is responsible for securing the vacant premises before the Contractor's mobilization and after Substantial Completion; the contract defines the points at which care, custody, and control transfer to and from the Contractor.

x. Site security pricing: site security is a separately-stated line item in the Contract Sum, with a stated per-guard-hour unit rate; CAPK may increase or decrease guard coverage by change order at that unit rate.

xi. Right-to-audit clause and record availability: CAPK and its designees may access and audit all records relating to the Contract for a period of not less than three years.

xii. Required certifications and verification: non-collusion declaration; Iran Contracting Act certification (contracts of $1,000,000 or more); debarment and suspension certification; and, prior to contracting, completion of a Form W-9 and CAPK's new-contractor verification.

xiii. Owner's right to suspend or terminate for cause or for convenience.

XI. TIME, DELAY, AND LIQUIDATED DAMAGES

Time Is of the Essence: Time is of the essence of the Contract. The Contractor shall achieve Substantial Completion of the Work not later than the Contract Completion Date established in Section II, as it may be adjusted only by a written change order granting an excusable time extension below.

Acknowledgment of Damages: The parties acknowledge and agree that if the Contractor fails to achieve Substantial Completion by the Contract Completion Date, CAPK will sustain substantial damages that are, and will be, extremely difficult and impractical to ascertain with precision. Such damages include, without limitation:

- The cost of providing clients interim housing (motel or other temporary living space) each day until the units can be occupied;
- extended project financing, carrying, insurance, and administrative and construction-management costs;

- extended construction-utilities carrying costs;
- extended City costs;
- lost or delayed operating subsidies and rental revenue for thirty (30) supportive-housing units;
- the delayed delivery of housing to a vulnerable population;
- and material jeopardy to time-limited Homekey+ grant funding, which is subject to fixed state deadlines and potential deobligation or recapture by HCD.

Accordingly, the parties agree that the liquidated-damages amount set forth below represents a reasonable estimate, made as of the date of contract formation, of the damages CAPK would suffer from delayed completion, and does not constitute a penalty.

Liquidated Damages Amount: For each calendar day that Substantial Completion extends beyond the Contract Completion Date, the Contractor shall pay CAPK, or CAPK may withhold, liquidated damages in the amount of $5,000 per calendar day (derived from the Liquidated Damages Worksheet, Attachment G, which builds the rate from client interim-housing/relocation cost — priced at $130 per night per unit, reflecting CAPK's actual experience that only a limited pool of motels will accept its clients — extended project-management/CM cost, insurance carry cost, and construction-utilities carry cost).

A separate Final Completion date has been established (Section II); liquidated damages of $1,100 per calendar day (Attachment G Final Completion calculation — extended project-management/CM, insurance, and construction-utilities carry cost only, excluding client-housing cost since occupancy has already occurred at Substantial Completion) shall apply to any delay in Final Completion beyond that date. Liquidated damages are the Owner's exclusive monetary remedy for Contractor-caused delay to completion, and are in addition to (and not in lieu of) the Owner's remedies for other breaches, defective work, or failure to prosecute the Work.

Excusable Delay and Time Extensions: The Contractor's sole remedy for excusable delay is a time extension, granted only for delays that are beyond the Contractor's control, not concurrent with a Contractor-caused delay, unforeseeable, and not the result of the Contractor's acts or omissions. Consistent with the Homekey+ NOFA, ordinary weather, construction labor shortages, and supply-chain conditions do not constitute excusable delay. Requests for extension must be submitted in writing within seven (7) days of the event, with supporting schedule analysis; failure to timely request waives the claim.

XII. CONDITIONS TO AWARD

A. CAPK reserves the right to delay the selection process, withdraw and reissue the RFP, or cancel this procurement.

B. This solicitation does not commit CAPK to pay any costs in the preparation or presentation of a submittal.

XIII. TIMELINE

Start time to begin fulfilling the requirements of the proposal shall be after the Contract is signed.

XIV. PROHIBITED ACTIVITY

Vendors or their agents shall not make any personal contacts with any member of CAPK's Board

of Directors or program personnel prior to selection and award of a Contract for this work.

XV. PROTEST AND GRIEVANCE PROCEDURE

After selection, CAPK will notify proposers in writing of the results. A proposer may file a written grievance concerning this procurement, limited to alleged violations of applicable law or CAPK's failure to follow its own procurement policies, consistent with the CAPK's Procurement Grievance Procedures. The written notice of results will identify the contact for grievances and the deadline for filing. This procedure is the exclusive remedy for procurement disputes.

XVI. ATTACHMENTS

The following documents are incorporated into this RFP by reference. Attachments A, B, C, D, F and G, have been prepared as standalone documents; Appendices A through C, following this RFP, are CAPK's standard-form Vendor Information Sheet, W-9, and Additional Terms and Conditions, and are separate from the Project-specific Attachments listed below (see Section VI above).

- Attachment A — Construction Documents
- Attachment B — Form of Construction Contract
- Attachment C — Proposal Forms (cost proposal, references).
- Attachment D — Applicable Prevailing Wage Determinations.
- Attachment E — Hazardous-Materials Surveys: (1) Asbestos & Lead-Based Paint Inspection Report (Pillar EHS Solutions, Inc., 9/6/2024) and (2) Phase I Environmental Site Assessment (Krazan & Associates, 3/27/2025).
- Attachment F — Required Certifications (non-collusion, Iran Contracting Act, debarment/suspension, and conflict-of-interest disclosure).
- Attachment G — Liquidated Damages Worksheet

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

APPENDIX A

Community Action Partnership of Kern
• Business Services Department •
1300 18th St, Ste 200 Bakersfield, CA 93301 • 661.336.5236 • procurement@capk.org

VENDOR INFORMATION SHEET

Date: _____ Prepared By: _____

Official Business Name: _____

DBA: _____

Location Address: _____
Street City State Zip

Remit Address: _____
Street City State Zip

Contact Person: _____ Title: _____

Phone #: _____ Accts. Receivable Phone #: _____

Fax #: _____ Customer Service Phone #: _____

CAPK Vendor #: _____ E-mail Address: _____

Federal ID # or SS#: _____ Type of Business: _____

Contractor Lic. #: _____ Business Lic. #: _____ City Issued: _____

General Liability Insurance Carrier & Policy #: _____

Auto Liability Insurance Carrier & Policy #: _____

Workers Compensation Insurance Carrier & Policy #: _____

FEDERAL TAX CLASSIFICATION:

☐ Individual/Sole Proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/Estate

☐ Limited Liability Co. C = C Corp S = S Corp P = Partnership ☐ Other: _____

BUSINESS ENTITY/CLASSIFICATION:

☐ Board Member ☐ Employee ☐ Faith Based ☐ Fed Gov't ☐ For Profit ☐ Housing Collaborative ☐ Local Gov't

☐ Non-Profit ☐ Parent ☐ Post Secondary Ed ☐ Provider ☐ School District

SBA CLASSIFICATION:

It is the policy of Community Action Partnership of Kern, consistent with Federal, State and local laws, to promote and encourage the development, participation, and continued expansion of Small Business Enterprises, Minority Business Enterprises, Women's Business Enterprises and Veteran Business Enterprises.

☐ Minority-Owned ☐ Small Business ☐ Veteran-Owned ☐ Woman-Owned

Years in Business: _____ Accept Purchase Orders: ☐ Yes ☐ No

If your business has a Social Security number as Tax ID, we require the signature of the owner.

Authorized Signature: _____ Print Name: _____

Title: _____ Date: _____

REVISED 7/1/2017

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–		–				

or

Employer identification number

		–							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	**Signature of U.S. person**	**Date**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

APPENDIX C

Community Action Partnership of Kern

Additional Terms and Conditions

1. **TAXES.** The Vendor is solely responsible to pay all taxes and comply with all Federal, State, and local laws, ordinances, rules, regulations and lawful orders bearing on the performance of work.
2. **ASSIGNMENT OF SUBCONTRACTING.** The Vendor may not assign or transfer the Contract, or any interest therein or claim thereunder, or subcontract any portion of the work thereunder, without the prior written approval of CAPK. If CAPK consents to such assignment or transfer, the terms and conditions of the Contract shall be binding upon any assignee or transferee. Any transfer shall be considered an addendum to the Contract and must be included as such.
3. **TERMINATION FOR CONVENIENCE OF CAPK**. CAPK may terminate the Contract at any time by giving written notice to the Vendor of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials as described herein, at the option of CAPK, shall become its property. If the Contract is terminated by CAPK as provided herein, the Vendor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. The Vendor hereby expressly waives any and all claims for damages or compensation arising under the Contract except as set forth in this section in the event of such termination.
4. **CHANGES**. CAPK may from time to time, require changes in the scope of the services of the Vendor to be performed hereunder. Such changes, including any increase or decrease in the amount of the Vendor's compensation which are mutually agreed upon by and between CAPK and the Vendor, shall be effective when incorporated in written amendments to the Contract. Amendments shall be valid only after approval by Vendor and CAPK's Executive Director.
5. **CLAIMS**. All claims for money due or to become due to the Vendor from CAPK under the Contract may not be assigned to a bank, trust company, or other financial institution without CAPK approval. Notice or requests of any such assignment or transfer shall be furnished promptly in writing to CAPK.
6. **NOTICE**. Any notice or notices required or permitted to be given pursuant to the Contract may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested.
7. **AFFIRMATIVE ACTION.** The Vendor agrees to abide by all State and Federal Affirmative Action policies and laws.
8. **DISPUTE RESOLUTION.** Any dispute arising regarding the interpretation or implementation of the Contract, including any claims for breach of the Contract, shall be resolved by submitting the claim for arbitration to the American Arbitration Association in accordance with its rules and procedures applicable to commercial disputes. The location of any arbitration hearing shall be Bakersfield, California, and any enforcement of the arbitrator's decision shall be brought in the Superior Court of the County of Kern, Bakersfield, California.
9. **EQUAL EMPLOYMENT OPPORTUNITY.** All hiring and other employment practices by the Vendor shall be non-discriminatory, based on merit and qualifications without regard to race, color, religion, national origin, ancestry, disability, medical condition, marital status, age or sex.
10. **SBE/MBE/WBE POLICY STATEMENT.** It is the policy of Community Action Partnership of Kern, consistent with Federal, State and local laws, to promote and encourage the development, participation, and continued expansion of Small Business Enterprises, Minority Business Enterprises and Women's Business Enterprises.

11. **AMERICAN MADE.** To the extent practicable, all equipment and products provided by Vendor will be American made.

12. **CONFIDENTIALITY.** The Vendor shall use his or her best efforts to keep confidential any information obtained during the performance of the Contract.

13. **RESPONSIBILITY.** If Vendor is part of a corporation, the individual or individuals who sign the Contract on behalf of the corporation are jointly responsible for performance of the Contract.

14. **PROTEST BY VENDOR:** If the Vendor wishes to file a protest against CAPK for any action, the Vendor must do so in writing with CAPK within 72 hours after the action to be protested has occurred. All protests will be taken under advisement. Any protests received after that will not be recognized.

15. **CONFLICT OF INTEREST:** In accordance with California Public Contract Code 10410, no officer or employee of CAPK shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest in the Contract, which may be in whole, or in part, sponsored or funded by a Local, State, or Federal agency. Also, no relative of an employee of CAPK may enter into or bid on an Contract while said employee is still employed by CAPK. No relative of an employee of CAPK may bid on an Contract until 12 months after the date said employee of CAPK has left employment of CAPK, either voluntarily or involuntarily. It is contrary to CAPK policy for any CAPK employee to personally solicit, demand or receive any gratuity of any kind from a Vendor in connection with any decision affecting a CAPK purchase or Contract for Goods or Services. Thus, if such a case were to occur, the Vendor may file a protest with CAPK as specified in the section titled “Protest by Vendor.”

16. **DEBARMENT AND SUSPENSION CERTIFICATION**: Vendor, under penalty of perjury, certified that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, manager:

    a. Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
    b. Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three (3) years;
    c. Does not have a proposed debarment pending; and
    d. Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

    If there are any exceptions to the Certifications above, insert the exceptions in the following space:

    Exceptions will not necessarily result in denial of award, but will be considered in determining Vendor responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

    Note: Providing false information may result in criminal prosecution or administrative sanctions.

17. **WORKER'S COMPENSATION**: Labor Code Section 3700 provides:

    “Every employer except the State and all political subdivisions or institutions thereof, shall secure the payment of compensation in one or more of the following ways:

    "(a) By being insured against liability to pay compensation in one or to more than one of the insurers duly authorized to write compensation insurance in this State.

    "(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which

may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees."

Vendor is 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 to undertake self-insurance in accordance with the provisions of that Code, and Vendor will comply with those provisions before commencing the performance of the work of the Contract.

(In accordance with Article 5 [commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, this certificate must be signed and filed with the awarding body prior to performing any work under the Contract.)

18. **INSURANCE REQUIREMENTS:** Vendor shall procure, furnish and maintain for the duration of the Contract the following types and limits of insurance herein:

    a. Automobile Liability Insurance, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:

    b. Provide coverage for owned, non-owned and hired autos.

    c. Contain an additional insured endorsement in favor of Community Action Partnership of Kern, its board, officers, agents, employees and volunteers.

    d. Broad Form Commercial General Liability Insurance, ISO form CG00 01 11 85 or 88 providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:

    e. Provide Contractual Liability coverage for the terms of the Contract.

f. Contain an additional insured endorsement in favor in favor of Community Action Partnership of Kern, its board, officers, agents, employees and volunteers.

g. Workers' compensation insurance with statutory limits and employer's liability insurance with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall contain a waiver of subrogation endorsement in favor of Community Action Partnership of Kern, its board, officers, agents, employees and volunteers.

All policies required of the Vendor shall be primary insurance as to Community Action Partnership of Kern, its board, officers, agent's employees and volunteers and any insurance or self-insurance maintained by Community Action Partnership of Kern, its board, officers, agents employees and designated volunteers shall be in excess of the Vendor's insurance and shall not contribute with it. Additional insured endorsement shall use ISO form CG20 10 11 85 (in no event with an edition date later than 1990).

Insurance is to be placed with insurers with a Best's rating of no less than A:VII. Any deductibles, self-insured retentions or insurance in lesser amounts, or lack of certain types of insurance otherwise required by the Contract, or insurance rated below Best's A:VII, must be declared prior to execution of the Contract and approved by CAPK in writing.

All policies shall contain an endorsement providing Community Action Partnership of Kern with thirty (30) days written notice of cancellation or material change in policy language or terms. All policies shall provide that there shall be continuing liability thereon, notwithstanding any recovery on any policy.

The insurance required hereunder shall be maintained until all work required to be performed by the Contract is satisfactorily completed.

Vendor shall furnish CAPK with a certificate of insurance and required endorsements evidencing the insurance required. CAPK may withdraw its offer of an Contract or cancel the Contract if certificates of insurance and endorsements required have not been provided prior to the execution of the Contract.

_____

Signature **Date**

_____

Print Name

_____

Company Name

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

Attachment A
See Electronic file for Plans and Specification Book

Community Action Partnership of Kern
1300 18TH Street, Ste 200 • Bakersfield, CA 93301
P: (661) 336-5236

CONTRACT FOR CONSTRUCTION AGREEMENT

This Contract for Construction (the "Agreement") is made and entered into as of this *** day of ***, 2026 by and between *** ("Contractor," also referred to herein as "Vendor") and Community Action Partnership of Kern ("CAPK"). In consideration of mutual promises and agreements of the parties as herein set forth, the parties agree as follows:

This Agreement is entered into for the construction of the Ramkabir Permanent Supportive Housing Project (the "Project"), the rehabilitation and adaptive reuse of an existing motel located at 901 Union Avenue, Bakersfield, California 93307 into thirty (30) permanent supportive housing units. The Project is funded through the State of California Department of Housing and Community Development ("HCD") Homekey+ Program, administered in partnership with the City of Bakersfield (the "City") as lead applicant and CAPK as co-applicant and Developer. This Agreement results from CAPK Request for Proposals No. OPS 2026-006 (the "RFP") and Contractor's proposal in response thereto, both of which are incorporated into the Contract Documents. This is a public works project subject to California prevailing wage law; time is of the essence.

1. THE WORK.

a. **SCOPE**. Vendor shall perform for CAPK the construction work identified in **Attachment A** (the "Services") which is incorporated herein by reference as if set forth fully herein. The specific details including the scope, sequence, and schedule of the Work shall be as set forth in **Attachment A**. The Work shall be performed in strict conformance with the Contract Documents. References in this Agreement to the "Services" mean the "Work."

b. **CONTRACT DOCUMENTS; ORDER OF PRECEDENCE.** The "contract documents" consist of this agreement and its attachments and addenda; the plans and specifications prepared by skarphol frank associates (attachment a); the RFP and all addenda; and contractor's accepted proposal. The contract documents are complementary, and what is required by one is as binding as if required by all. In the event of conflict, precedence shall be: (1) this agreement; (2) addenda, in reverse chronological order; (3) the specifications; (4) the plans; and (5) contractor's proposal.

c. **VENDOR QUALIFICATIONS AND COMPLIANCE WITH LAWS**. Vendor and all persons engaged by Vendor to perform the Services shall possess all necessary licensing, training, permits and experience to perform the Services, safely, in a workmanlike and professional manner according to best practices. Vendor shall comply with all laws and regulations bearing on the Services. If any portions of the Services will involve work requiring governmental permission or approval, including but not limited to a permit, Vendor shall secure such permission or approval as required to perform the Services, before commencing such Services. Without limiting the foregoing, Contractor and each subcontractor shall at all times hold an active, appropriate California Contractors State License Board license in the classification(s) required for the Work, and shall be registered with the California Department of Industrial Relations (DIR) pursuant to Labor Code section 1725.5.

d. **VENDOR PROJECT MANAGEMENT**. Vendor shall perform the Services in a timely manner and shall keep CAPK informed of progress and any developments that may affect the timeline for the completion of the Services, or cause any variance to the Services as described on **Attachment A**. CAPK shall provide on a timely basis all information and documents requested by Vendor necessary for Vendor's effective representation of CAPK's interests in performing the Services.

Contractor shall provide competent full-time supervision of the Work, shall maintain and regularly update the resource-loaded critical-path-method (CPM) schedule submitted with its proposal, and shall diligently prosecute the Work so as to achieve Substantial Completion and Final Completion by the dates set forth in Article 2.

e. **CHANGES IN WORK**. During the course of providing the Service, CAPK may require changes in their scope. Such changes, including any increase or decrease in the amount of the Vendor's fees for such changes shall be agreed to by the parties in writing, through an addendum to this Agreement, at which time the scope of work shall be changed in accordance therewith. Vendor shall not deviate from the Services identified in **Attachment A** without such written amendment. Vendor shall not be entitled to any change in compensation for performing work that deviates from the Services identified in Exhibit A, that is not approved by CAPK in writing, prior to the performance of such Services. Changes shall be authorized only by written change order signed by CAPK prior to performance of the changed work. Adjustments to the Contract Sum for changed or extra work shall be limited to documented actual cost plus the fixed overhead-and-profit markup stated in the Contract Documents; CAPK does not use cost-plus-a-percentage-of-cost or percentage-of-construction-cost pricing.

f. While performing the Services, Vendor shall abide by all instructions provided by CAPK and shall ensure that Vendor and all persons engaged by Vendor to perform the Services conduct themselves in a professional manner.

2. CONTRACT TIME

a. **CONTRACT TIME.** Contractor shall commence the work upon the notice to proceed issued by capk (estimated september 11, 2026, and contingent on the conditions precedent stated in the RFP) and shall achieve substantial completion of the entire work not later than august 13, 2027, and final completion not later than september 11, 2027 (the "contract time"). These dates are established by the homekey+ funding program and are not extendable for ordinary delays.

b. **TIME IS OF THE ESSENCE.** Time is of the essence of this agreement. Contractor acknowledges that the project is subject to fixed, non-extendable state funding deadlines and that capk will suffer substantial damages if the work is not completed within the contract time.

c. **LIQUIDATED DAMAGES.** The parties agree that capk's actual damages from delayed completion are, and will be, extremely difficult and impractical to ascertain, and that the following amounts are a reasonable estimate of those damages and do not constitute a penalty. For each calendar day that substantial completion extends beyond the date in section 2.1, contractor shall pay capk, or capk may withhold, liquidated damages of five thousand dollars ($5,000) per calendar day. For each calendar day that final completion extends beyond the date in section 2.1 (substantial completion having been achieved), contractor shall pay capk, or capk may withhold, liquidated damages of one thousand dollars ($1,000) per calendar day. Liquidated damages are capk's exclusive monetary remedy for contractor-caused delay to completion and are in addition to capk's remedies for other breaches, defective work, or failure to prosecute the work.

d. **EXCUSABLE DELAY.** Contractor's sole remedy for excusable delay is a time extension by written change order, granted only for delays beyond contractor's control, not concurrent with a contractor-caused delay, unforeseeable, and not caused by contractor's acts or omissions. Consistent with the homekey+ notice of funding availability, ordinary weather, construction labor shortages, and supply-chain conditions are not excusable delay. A written request with supporting schedule analysis must be submitted within seven (7) days of the event or the claim is waived.

3. TERMINATION.

a. **TERMINATION BY CAPK FOR CONVENIENCE**. CAPK may discharge Vendor at any time, for any reason, by written notice provide according to this agreement, which shall be effective

immediately if hand-delivered to Vendor, or upon forty-eight (48) hours of mailing such written notice. Unless specifically agreed to between Vendor and CAPK, Vendor will provide no further services and incur no further costs on CAPK's behalf upon receipt of the notice. Vendor shall be entitled to compensation for satisfactory work completed by Vendor, and all unfinished work in any form shall, at the option of CAPK, become CAPK's property.

b. **TERMINATION FOR DEFAULT.** In addition to termination for convenience, capk may terminate this agreement for cause if contractor: fails to prosecute the work so as to endanger timely completion within the contract time; fails to supply enough properly skilled workers, materials, or equipment; fails to pay subcontractors, suppliers, or prevailing wages; disregards applicable laws or the contract documents; fails to maintain required bonds or insurance; or otherwise materially breaches this agreement. Except where the default is not curable, capk shall give written notice and seven (7) days to cure; if the default is not cured, capk may take possession of the site and materials, complete the work by whatever method it deems expedient, and hold contractor and its surety liable for all costs of completion in excess of the unpaid contract sum, together with liquidated damages accruing during the period of default. If it is later determined that contractor was not in default, the termination shall be treated as a termination for convenience.

c. **TERMINATION BY VENDOR.** Vendor may terminate this Agreement for a material breach by CAPK that is not cured within sixty (60) days' notice of such breach to CAPK.

d. **TERMINATION BY MUTUAL AGREEMENT**. The parties may mutually terminate this Agreement at any time by mutual agreement in writing.

4. CONTRACT SUM AND PAYMENT.

a. **CONTRACT SUM.** As full compensation for complete performance of the work, capk shall pay contractor the stipulated lump sum of _____ dollars ($_____) (the "contract sum"), as set forth in contractor's accepted cost proposal (attachment a). The contract sum is not subject to adjustment except by written change order as provided in section 1.4. This is a lump-sum contract; capk does not use not-to-exceed, time-and-materials, or cost-plus-a-percentage pricing.

b. **PROGRESS PAYMENTS.** Contractor shall submit a schedule of values for CAPK approval before the first payment application. Contractor shall submit monthly applications for payment for work completed and materials suitably stored, on AIA document G702 (application and certificate for payment) with AIA document G703 (continuation sheet) as the schedule of values, certified by the architect as a condition of payment, supported by conditional lien and bond waivers for the current period and unconditional waivers for amounts previously paid. CAPK shall pay the undisputed amount of each approved application, less retention, in accordance with the California prompt-payment statutes applicable to public works. Payment does not constitute acceptance of nonconforming work.

Vendor shall mail or email all invoices, with required detail, to:
apayable@capk.org
Community Action Partnership of Kern,
Attn: Accounts Payable,
1300 18th Street, Suite 200
Bakersfield, CA 93301.

c. **PAYMENT OF INVOICES/DISPUTES**. CAPK shall make payment of undisputed portion of a Vendor invoice within forty-five (45) days from the date the original invoice is received at CAPK's Finance Department. CAPK shall identify any dispute as to invoicing within thirty (30) of receipt of the invoice containing a disputed charge. Notwithstanding any provision in this Agreement, non-

payment of a portion of any portion of a disputed invoice of Vendor shall not be grounds for Vendor to terminate this Agreement.

d. **RETENTION.** CAPK shall retain five percent (5%) of each progress payment. Retention shall be released in accordance with applicable law following final completion and CAPK's acceptance, subject to contractor's submission of all required closeout documents, lien releases, and warranties. CAPK may withhold from payment or retention amounts necessary to protect CAPK from loss due to defective work, third-party claims, liquidated damages, or contractor's failure to perform.

5. RELATIONSHIP OF PARTIES.

a. **INDEPENDENT CONTRACTOR**. The relationship established with Vendor through this Agreement is that of independent contractor. This agreement shall not be construed to create a relationship of employment, or principal and agent between Vendor and CAPK, nor shall this Agreement be deemed to create any business relationship, such a partnership or joint-venture. Vendor operates an independent business through which Vendor provides services similar to the Services to third parties.

b. **TAXES**. Vendor and solely Vendor shall be responsible for paying all taxes related to the fees that Vendor receives from CAPK pursuant to this Agreement and withholding any monies from such fee that Vendor may be required to withhold, whether on behalf of Vendor, or any employee, independent contractor or agent engaged by Vendor.

c. **WAIVER OF EMPLOYMENT RIGHTS**. Vendor hereby waives any right to any and all compensation or benefits of any kind that Vendor would be entitled to as an employee of CAPK.

d. **VENDOR'S CONTROL**. Vendor shall have full control over the performance of the Services, including the tools, personnel and materials used and the manner in which the Services are performed.

e. **NO EXCLUSIVITY**. No provision of this Agreement shall be construed to require Vendor to provide the Services exclusively to CAPK during the term of this Agreement.

6. REPRESENTATIONS OF THE PARTIES

a. **VENDOR REPRESENTATIONS. VENDOR REPRESENTS AND WARRANTS:**

i. The party executing this Agreement on behalf of the Vendor is duly authorized by Vendor to contract with CAPK.

ii. Vendor operates an independent business through which Vendor customarily provides services similar to the Services, and Vendor is experienced and qualified to provide the Services.

iii. Vendor possesses all licensing, permitting or other requirements by federal, state and local law required to provide the Services.

iv. Neither Vendor, nor any person associated with Vendor as an owner, partner, director, officer, member, principal or manager of Vendor:

1. Is under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency, nor or any of the foregoing actions pending against such person;

2. Has been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three (3) years;

3. Has been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

v. Neither Vendor nor any owner, partner, director, officer, member, principal, manager, employee or independent contractor engaged by Vendor is an officer or employee of CAPK,

or a relative of any officer or employee of CAPK, and no individual who was an officer or employee of CAPK within the 12 months prior to the bid, is an employee, owner, partner, director, officer, member, principal, manager or independent contractor of Vendor.

vi. Vendor has no agreement, whether written or oral, with any officer or employee of CAPK, or a relative of any officer or employee of CAPK that would give such person a financial interest in this Agreement.

vii. Vendor has not offered or provided any gratuity to any CAPK employee or officer to influence CAPK's decision to engage Vendor to provide the Services.

viii. Vendor is a [Small Business Enterprise/Minority Business Enterprise/Women's Business Enterprise].

b. **CAPK REPRESENTATIONS. CAPK REPRESENTS AND WARRANTS:**

i. The Services consist of work that is outside the usual course of CAPK's business.

ii. CAPK does not possess the skills or expertise to provide the Services.

iii. To the best of CAPK's knowledge, no employee or officer of CAPK has solicited any gratuity or any financial benefit whatsoever from Vendor, to influence CAPK's decision to retain Vendor to provide the Services.

7. INSURANCE. Vendor shall procure, furnish and maintain at all times for the duration of this Agreement the types and limits of insurance specified hereinbelow, and comply with the requirements hereunder.

a. **COMMERCIAL GENERAL LIABILITY.** Commercial General Liability insurance coverage (ISO form CG 00 01 11 85 or 88) with limits of no less than One Million Dollars ($1,000,000) per occurrence. Such insurance shall:

i. State that Vendor is an independent contractor in relation to CAPK and will include a statement that the Vendor is insured for the Services required under this Agreement and which provides contractual liability coverage for the terms of this Agreement.

ii. Contain an additional insured endorsement in favor in favor of CAPK, its board, officers, agents, employees and volunteers.

b. **AUTOMOBILE LIABILITY INSURANCE**. Automobile Liability Insurance, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:

i. Provide coverage for owned, non-owned and hired autos.

ii. Contain an additional insured endorsement in favor of CAPK, its board, officers, agents, employees and volunteers.

c. **WORKERS' COMPENSATION INSURANCE**. Vendor shall at all times during the performance of the Services, maintain Workers' compensation insurance in accordance with applicable law, and employer's liability insurance with limits of not less than One Million Dollars ($1,000,000) per occurrence.

d. **BUILDER'S RISK / COURSE OF CONSTRUCTION.** Contractor shall procure and maintain "all-risk" builder's risk / course-of-construction insurance on a replacement-cost basis covering the full completed value of the work, including materials stored on and off site and in transit, until final completion and acceptance. CAPK and the city shall be named insureds and loss payees as their interests appear. Builder's-risk limits shall include soft costs (extended period of indemnity / delay in completion) given the Program funding timelines. The policy shall be primary and non-contributory, contain a waiver of subrogation in favor of CAPK and the City, and require the carrier to give CAPK direct written notice of cancellation or material change. Contractor shall furnish the policy declarations (not merely a certificate of insurance) for CAPK's review before permits and

mobilization, and shall be responsible for the builder's-risk deductible on any loss within its care, custody, and control.

e. **ADDITIONAL INSUREDS; THE CITY.** In addition to CAPK and the parties named elsewhere in this article, all liability policies required of contractor shall name the City of Bakersfield and its council, officers, agents, employees, and volunteers as additional insureds. Contractor shall furnish certificates and endorsements evidencing all required coverages, naming both CAPK and the city, prior to commencing the work.

f. **SITE-SECURITY SUBCONTRACTOR AND PROTECTIVE SAFEGUARDS.** If Contractor subcontracts construction-phase site security, the security vendor shall carry commercial general liability of not less than $1,000,000 per occurrence and $2,000,000 aggregate and workers' compensation, name CAPK, the City, and Contractor as additional insureds on the vendor's own policy on a primary and non-contributory basis, and provide a waiver of subrogation in favor of CAPK and the City. Contractor shall ensure the site-security program satisfies any protective-safeguards, watchman, or vacancy requirements of the builder's-risk carrier and shall obtain the carrier's written confirmation to that effect before mobilization. Contractor shall submit the security vendor's certificates and endorsements and the builder's-risk policy declarations for CAPK's review and approval before the vendor and coverage are finalized. Contractor's indemnity obligations extend to the acts and omissions of the security subcontractor.

g. **REQUIREMENTS APPLICABLE TO ALL INSURANCE POLICIES.** All policies required of Vendor in this Agreement:

   i. Shall contain a waiver of subrogation endorsement in favor of CAPK, its board, officers, agents, employees and volunteers.

   ii. Shall be primary insurance as to CAPK, its board, officers, agents employees and volunteers and any insurance or self-insurance maintained by CAPK, its board, officers, agents employees and designated volunteers shall be in addition to the Vendor's insurance and shall not contribute with it. Additional insured endorsement shall use ISO form CG20 10 11 85 (in no event with an edition date later than 1990).

   iii. Insurance is to be placed with insurers with a Best's rating of no less than A:VII. Any deductibles, self-insured retentions or insurance in lesser amounts, or lack of certain types of insurance otherwise required by this Agreement, or insurance rated below Best's A:VII, must be declared prior to execution of this Agreement and approved by CAPK in writing.

   iv. All policies shall contain an endorsement providing CAPK with thirty (30) days written notice of cancellation or material change in policy language or terms. All policies shall provide that there shall be continuing liability thereon, notwithstanding any recovery on any policy.

   v. Vendor shall furnish CAPK with a certificate of insurance and required endorsements evidencing the insurance required. CAPK may withdraw its offer of Agreement or cancel this Agreement if certificates of insurance and endorsements required have not been provided prior to the execution of this Agreement.

8. RESTRICTIVE COVENANTS.

a. **CONFIDENTIAL INFORMATION**. Vendor acknowledges and agrees that this Agreement creates a relationship of confidence and trust on the part of Vendor, and that during the term of this Agreement, Vendor may acquire or have access to, certain Confidential Information (as hereinafter defined) of CAPK. During the term of this Agreement and at all times thereafter, Vendor shall preserve as confidential all Confidential Information that it may acquire or have access to during the term of this Agreement. Without the CAPK's prior written consent, which may be given or withheld in CAPK's sole and absolute discretion, Vendor shall not (i) disclose any Confidential Information to any third party nor give any third party access thereto, (ii) use any Confidential Information except to perform the Services hereunder, nor (iii) disclose the terms

and conditions of this Agreement; provided, however, that the foregoing will not apply to the extent Vendor, in the opinion of counsel, is required to disclose any Confidential Information by applicable law or legal process as long as Vendor promptly notifies CAPK of such pending disclosure and consults with CAPK prior to such disclosure as to the advisability of seeking a protective order or other means of preserving the confidentiality of the Confidential Information. In the event that Vendor is required by applicable law or legal process to disclose any Confidential Information, Vendor agrees to use reasonable efforts to obtain assurances that the information so disclosed will continue to be accorded confidential treatment.

b. **VENDOR'S INTELLECTUAL PROPERTY**. If, during the course of providing Services, Vendor:

   i. utilizes or discloses existing, writings, products, inventions, discoveries, developments, improvements, ideas, technical notes, programs, specifications, computer or other apparatus programs and related documentation, and other works of authorship, tangible and intangible property, whether or not patentable, copyrightable or subject to other forms of protection, made, created, developed, discovered, written or conceived by Vendor, (the "Vendor's Intellectual Property") in whole or in part, to CAPK; or

   ii. develops any of the foregoing which constitute Vendor's Intellectual Property,

   Then Vendor shall identify such intellectual property in writing, and Vendor shall provide CAPK a limited license to use Vendor's Intellectual Property for so long as it is needed by CAPK, in CAPK's sole discretion, without further cost, expense, royalty or other fee.

c. **REMEDIES**. Any breach by Vendor of the restrictive covenants contained herein at Section 8 shall be a material breach of this Agreement by Vendor. If Vendor breaches any covenants restricting Vendor's use or disclosure of Confidential Information set forth herein, CAPK shall have the rights and may resort to all of the remedies available to it under existing law or in equity, by statute or otherwise. Vendor hereby acknowledges and agrees that the restrictive covenants described in herein are of a special and unique character that gives them a peculiar value, the loss of which cannot be reasonably or adequately compensated in damages or in an action at law. Vendor therefore expressly agrees that CAPK shall be entitled to seek and obtain injunctive or other equitable relief, without the necessity of proving actual damages or posting a bond, to prevent or remedy a breach by Vendor of any of said covenants.

d. **DEFINITIONS**:

   i. "Confidential Information" shall mean (i) information owned by CAPK, that gives or could give CAPK some competitive advantage or the disclosure of which could be detrimental to such owner's interests, (ii) information or material which is owned by CAPK, or in which CAPK has an interest, (iii) all information (in writing or otherwise) concerning CAPK (including, without limitation, information concerning such party's business, assets, liabilities, operations, affairs, financial condition, projections, contracts, customers, products, future plans or prospects) which is not generally known by the public, (iv) all analyses, compilations, studies, reports, records or other documents or materials which contain, or are prepared on the basis of any information or material which either CAPK furnishes to Vendor, or which are prepared by CAPK for Vendor, for the purpose of providing the Services, and (v) information regarding CAPK's future engagements and operations that may require the future services of Vendor. Vendor acknowledges that each of the foregoing items of Confidential Information constitute valuable trade secrets that are not owned by Vendor and that the use of such Confidential Information in contravention of this Agreement would constitute the misappropriation of trade secrets under California law. Notwithstanding the above, "Confidential Information" does not include any information or material that (a) is or becomes public knowledge otherwise than by act or omission of Vendor; or (b) is or becomes available to Vendor without obligation of confidence from a source having the legal right to disclose such information; or (c) is already in the Vendor's

knowledge and/or possession and was not received by the non-owner as a result of a prior relationship with the other party to this Agreement.

ii. "CAPK" shall also include any and all employees, independent contractors (other than Vendor) and affiliates of CAPK.

iii. "Vendor" shall include any and all shareholders, employees, assistants, agents, advisors, independent contractors and affiliates of Vendor.

9. **RELEASE OF PAPERS AND PROPERTY.** Upon termination of this Agreement, Vendor will return to CAPK all records, notes, documentation and other items that were used, created or controlled by Vendor on behalf of CAPK during the term of this Agreement, regardless of whether such information constitutes Confidential Information. In the event that CAPK requests that Vendor relinquish CAPK's original documents in its file, CAPK agrees to give Vendor at least ten (10) working days written notice of CAPK's request in order to provide Vendor sufficient time to make a copy for Vendor's records.

10. **NOTICES.** Any notice or notices required or permitted to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by Certified Mail, to the address set forth below.

Vendor:	CAPK:
***	Community Action Partnership of Kern
ATTN: ***	ATTN: ***
***	5005 Business Park North
***	Bakersfield, CA 93309
Phone: *** Fax: ***	Phone: (661) 336-5236 Fax: (661)
***	

11. **INDEMNIFICATION.** Vendor agrees to protect, defend, indemnify and hold CAPK and each of its officers, employees, independent Vendors, volunteers and agents, free and harmless from and against any and all losses, claims, liens, demands, and causes of action of every kind and character including the amount of judgment, penalties, interest, court costs, and legal fees incurred by CAPK in defense of same, arising in favor of any party, including governmental agencies or bodies on account of taxes, liens, claims, debts, personal injuries, death (including, but not limited to, CAPK, its employees, independent contractors or volunteers, and third parties), or damages to property (including, but not limited to, property of CAPK, its employees, independent contractors, volunteers or agents, and third parties), and without limitation by enumeration all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of, (i) the Services to be performed by Vendor hereunder; (ii) a breach by Vendor of any representation (meaning such representation shall not be true during the term of this Agreement), covenant, or agreement contained in this Agreement which is otherwise required to be performed or observed by Vendor; (iii) the intentional, reckless or negligent act or omission by Vendor, its employees or independent contractors while performing Services; (iv) any taxes owed by Vendor generally, or due to a determination that Vendor is something other than an independent contractor of CAPK; or (v) any violation(s) of applicable law bearing on Vendor's performance of Services. Vendor further agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand or suit at its expense (with counsel selected and directed by CAPK and reasonably acceptable to both parties) and agrees to bear all other costs and expenses related thereto, even if said claim, demand or suit is groundless, false or fraudulent.

12. **BONDS.**

a. **BID GUARANTEE.** Contractor's proposal was accompanied by a bid guarantee equal to five percent (5%) of the proposed price, as required by the RFP.

b. **PAYMENT AND PERFORMANCE BONDS.** Prior to the notice to proceed, contractor shall furnish a payment bond and a performance bond, each in the full amount of the contract sum, issued by

an admitted surety insurer authorized in California with an a.m. best rating of not less than a:vii. The bonds shall remain in effect through final completion and the warranty period.

c. **SURETY AND REPLACEMENT.** If any surety becomes unacceptable to CAPK or is unable to meet its obligations, contractor shall, within ten (10) days of demand, furnish a substitute bond and surety satisfactory to CAPK at no additional cost to CAPK. No progress payment shall be due while any required bond is not in full force.

13. PREVAILING WAGE AND LABOR COMPLIANCE.

a. **PREVAILING WAGES.** This is a public works project. Contractor and all subcontractors shall pay not less than the applicable general prevailing wage rates determined by the director of industrial relations under labor code section 1720 et seq., and shall post and comply with those determinations.

b. **DIR REGISTRATION AND MONITORING.** Contractor and all subcontractors shall be currently registered with the DIR under labor code section 1725.5 and shall comply with the DIR's electronic certified-payroll and compliance-monitoring requirements. This project is subject to compliance monitoring and enforcement by the DIR.

c. Certified payroll and apprenticeship. Contractor shall submit certified payroll records and comply with all apprenticeship requirements under labor code section 1777.5. Contractor shall be responsible for its subcontractors' compliance and shall indemnify CAPK against any penalties, back-wage assessments, or debarment arising from noncompliance.

d. **COMPLIANCE AS CONDITION OF PAYMENT.** Timely submission of complete, accurate certified payroll and other labor-compliance records is a condition precedent to each progress payment and to release of retention.

14. SUBSTANTIAL AND FINAL COMPLETION; WARRANTY; CARE OF THE WORK.

a. **SUBSTANTIAL COMPLETION.** "Substantial completion" means the stage when the work is sufficiently complete in accordance with the contract documents so that CAPK can occupy all units for their intended use, as evidenced by issuance of a certificate of occupancy or temporary certificate of occupancy by the City of Bakersfield building department, subject only to a punch list of minor items that do not prevent occupancy.

b. **FINAL COMPLETION.** "Final completion" means full completion of all work, including all punch-list items, together with submission of final lien releases, as-built drawings, warranties, operation and maintenance materials, and all other closeout documents required by the contract documents.

c. **WARRANTY.** Contractor warrants that all materials and equipment will be new unless otherwise specified and that the work will be free from defects and in conformance with the contract documents. Contractor shall, at its expense, correct any work found defective within one (1) year after substantial completion (or such longer period as any specific warranty requires), and shall repair any resulting damage to other work.

d. **CARE, CUSTODY, AND CONTROL; RISK OF LOSS.** From the notice to proceed through substantial completion, contractor shall have care, custody, and control of the site and shall bear the risk of loss from theft, vandalism, and casualty to the work, subject to the builder's risk insurance required above. Contractor shall provide and maintain the construction-phase site security described in the RFP and contract documents as a minimum requirement that does not limit contractor's obligation to protect the work. CAPK is responsible for securing the vacant premises before contractor's mobilization and after substantial completion.

e. **CLOSEOUT SUBMITTALS.** As a condition of final completion and release of retention, contractor

shall deliver all closeout submittals required by the contract documents, including as-built drawings, warranties, operation and maintenance manuals, final unconditional lien and bond waivers, and evidence of all required governmental sign-offs.

15. **INCORPORATION OF ADDENDUMS BY REFERENCE.** Signature below indicates acceptance of all CAPK addendums that are attached hereto and incorporated by reference as if set forth fully herein:
    - **a.** Addendum A: Debarment and Suspension Certification;
    - **b.** Addendum B: Noncollusion Affidavit;
    - **c.** Addendum C: Certification of Workmen's Compensation;
    - **d.** Addendum D: Insurance Requirements;
    - **e.** Addendum E: Prevailing Wage Compliance Certification;
    - **f.** Addendum F: Material and Workmanship Warranty;
    - **g.** Addendum G: Additional Terms and Conditions.

16. **MISCELLANEOUS PROVISIONS.**
    a. **CONFLICT OF INTEREST**. The parties hereto shall at all times comply with California Public Contract Code 10410 prohibiting conflicts of interest as defined therein and CAPK's policy against any employee of CAPK personally soliciting, demanding or receiving any gratuity of any kind from a Vendor in connection with any decision affecting this Agreement.

    b. **AFFIRMATIVE ACTION**. The Vendor agrees to abide by all State and Federal Affirmative Action policies and laws.

    c. **EQUAL EMPLOYMENT OPPORTUNITY**. All hiring and other employment practices by the Vendor shall be non-discriminatory, based on merit and qualifications without regard to race, color, religion, national origin, ancestry, disability, medical condition, marital status, age or sex.

    d. **ENTIRE AGREEMENT; MODIFICATION**. This Agreement sets forth the final and entire agreement of the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings and representations, whether oral or written, with respect thereto. This Agreement may only be modified by a written instrument duly executed by the parties.

    e. **WAIVER**. The failure of either party hereto at any time to enforce performance by the other party of any provision of this Agreement shall in no way affect such party's rights thereafter to enforce the same, nor shall the waiver by either party of any breach of any provision hereof be deemed to be a waiver by such party of any other breach of the same or any other provision hereof.

    f. **ASSIGNMENT**. Vendor may not assign or transfer this Agreement, or any interest therein or claim thereunder, or subcontract any portion of the work thereunder, without the prior written approval of CAPK. If CAPK consents to such assignment or transfer, the terms and conditions of this Agreement shall be binding upon any assignee or transferee. Any transfer shall be considered an addendum to this Agreement and must be included as such.

    g. **FURTHER ASSURANCES**. The parties agree to execute and deliver such additional documents or instruments as may be necessary or appropriate to carry out the terms of this Agreement.

    h. **SEVERABILITY**. All sections, clauses and covenants contained in this Agreement are severable, and in the event any of them shall be held to be invalid by any court, this Agreement shall be interpreted as if such invalid sections, clauses or covenants were not contained herein.

    i. **ATTORNEY'S FEES**. In the event of any dispute concerning the enforcement or interpretation of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and expenses (including expert witness fees), in addition to any other relief to which that party may be entitled. This provision shall be construed as applicable to the entire Agreement.

    j. **CONSTRUCTION**. The provisions of this Agreement shall be construed as to their fair meaning, and not for or against any party based upon any attribution to such party as the source of the language in question. Headings used in this Agreement are for convenience of reference only and

shall not be used in construing this Agreement. The parties further agree that they both have been represented by independent counsel, and have freely negotiated the terms of this Agreement, such that it shall be construed neutrally and not in favor of or against any party who drafted the Agreement.

k. **AUTHORITY**. The parties hereto represent and warrant that they are authorized to enter into this agreement and have heretofore taken all acts necessary to authorize them to so act and establish the rights and obligations between the parties hereto.

l. **COUNTERPARTS**. This Agreement may be executed and delivered, including by facsimile, in one or more counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

m. **APPLICABLE LAW**. The laws of the State of California shall govern this Agreement. The sole and exclusive venue for any action filed to interpret or enforce this Agreement shall be the Superior Court of Kern County, California or the U.S. District Court for the Eastern District of California, Fresno Division, and each party hereby consents to any motion filed by the other to move to one of those venues any action filed in any other venue or jurisdiction.

n. **DISPUTE RESOLUTION.** Any dispute arising regarding the interpretation or implementation of this Agreement, including any claims for breach of this Agreement, shall be resolved by submitting the claim for arbitration to the American Arbitration Association in accordance with its rules and procedures applicable to commercial disputes. The location of any arbitration hearing shall be Bakersfield, California, and any enforcement of the arbitrator's decision shall be brought in the Superior Court of the County of Kern, Bakersfield, California.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date hereinabove first written.

VENDOR:

Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

CAPK: COMMUNITY ACTION PARTNERSHIP OF KERN

Signed by: _____ Date: _____

Printed Name: _____ **Title:** _____

ADDENDUM "A"
2 CFR PART 180 (GOVERNMENTWIDE DEBARMENT AND SUSPENSION) AND CALIFORNIA PUBLIC CONTRACT CODE SECTION 10285.1
DEBARMENT AND SUSPENSION CERTIFICATION

VENDOR, under penalty of perjury, certified that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three (3) years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

If there are any exceptions to the Certifications, insert the exceptions in the following space:

Exceptions will not necessarily result in denial of award, but will be considered in determining Vendor responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Note: Providing false information may result in criminal prosecution or administrative sanctions.

_____ _____

Signature of Vendor Date

ADDENDUM "B"

NONCOLLUSION AFFIDAVIT

(Public Contract Code Section 7106)

In accordance with Public Contract Code section 7106, _____
Name of Vendor

deposes and says that he or she is _____ of _____
Title Company Name

party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that 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, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that 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, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Under penalty of perjury, the Vendor declares that neither the Vendor nor any subcontractor to be engaged by the Vendor for this project has been convicted of any offense referred to in the California Public Contract Code.

_____

Signature of Vendor Date

_____

Address

ADDENDUM "C"
VENDOR'S CERTIFICATE
REGARDING WORKER'S COMPENSATION

Labor Code Section 3700 provides:

"Every employer except the State and all political subdivisions or institutions thereof, shall secure the payment of compensation in one or more of the following ways:

"(a) By being insured against liability to pay compensation in one or to more than one of the insurers duly authorized to write compensation insurance in this State.

"(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees."

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with those provisions before commencing the performance of the work of this Agreement.

(In accordance with Article 5 [commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, this certificate must be signed and filed with the awarding body prior to performing any work under this Agreement.)

ADDENDUM "D"
INSURANCE REQUIREMENTS

Insurance: Vendor shall procure, furnish and maintain for the duration of this Agreement the following types and limits of insurance ("basic insurance requirements") herein:

1. Automobile Liability Insurance, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:
    a. Provide coverage for owned, non-owned and hired autos.
    b. Contain an additional insured endorsement in favor of Community Action Partnership of Kern, its board, officers, agents employees and volunteers.
2. Broad Form Commercial General Liability Insurance, ISO form CG00 01 11 85 or 88 providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall:
    a. Provide Contractual Liability coverage for the terms of this Agreement.
    b. Contain an additional insured endorsement in favor in favor of Community Action Partnership of Kern, its board, officers, agents employees and volunteers.
3. Workers' compensation insurance with statutory limits and employer's liability insurance with limits of not less than One Million Dollars ($1,000,000) per occurrence; and the policy shall contain a waiver of subrogation endorsement in favor of Community Action Partnership of Kern, its board, officers, agents employees and volunteers.
4. Builder's Risk / Course of Construction insurance on an "all-risk" replacement-cost basis covering the full completed value of the Work, including materials stored on or off site and in transit, maintained until final completion and acceptance, with CAPK and the City of Bakersfield named as insureds and loss payees as their interests appear.
5. The City of Bakersfield and its council, officers, agents, employees, and volunteers shall also be named as additional insureds on all liability policies required under this Addendum, in addition to CAPK.

All policies required of the Vendor shall be primary insurance as to Community Action Partnership of Kern, its board, officers, agents employees and volunteers and any insurance or self-insurance maintained by Community Action Partnership of Kern, its board, officers, agents employees and designated volunteers shall be in excess of the Vendor's insurance and shall not contribute with it. Additional insured endorsement shall use ISO form CG20 10 11 85 (in no event with an edition date later than 1990).

Insurance is to be placed with insurers with a Best's rating of no less than A:VII. Any deductibles, self-insured retentions or insurance in lesser amounts, or lack of certain types of insurance otherwise required by this Agreement, or insurance rated below Best's A:VII, must be declared prior to execution of this Agreement and approved by CAPK in writing.

All policies shall contain an endorsement providing Community Action Partnership of Kern with thirty (30) days written notice of cancellation or material change in policy language or terms. All policies shall provide that there shall be continuing liability thereon, notwithstanding any recovery on any policy.

The insurance required hereunder shall be maintained until all work required to be performed by this Agreement is satisfactorily completed.

Vendor shall furnish CAPK with a certificate of insurance and required endorsements evidencing the insurance required. CAPK may withdraw its offer of Agreement or cancel this Agreement if certificates of insurance and endorsements required have not been provided prior to the execution of this Agreement.

ADDENDUM "E"
PREVAILING WAGE REQUIREMENTS AND COMPLIANCE CERTIFICATION

The Department of Industrial Relations (DIR) determines the General Prevailing Wage Rates (GPWR), including fringe benefits, for each craft, classification, or type of worker considered to be necessary to complete the Agreement work.

Concerning Classification of Labor and Wage Rate Determinations:

1. Vendor must use the classification that most accurately describes the work to be performed.
2. Vendor must reclassify workers to conform to changes in duties, if any.
3. Vendor must maintain an accurate payroll record of the time spent in each classification.

Occasionally, a wage rate may not be provided in the Department of Industrial Relations' wage determination for a particular labor classification. When this occurs, the workers should be reclassified, if possible, to a comparable classification.

I hereby certify that if awarded a Agreement with the Community Action Partnership of Kern (the "CAPK'), I will conform to the requirements as stipulated above and as set forth in the California Labor Code, Sections 1770, 1773.1 – 1773.9, and all other California Labor Code Sections regarding General Prevailing Wage Rates and workers benefits.

I also hereby certify that if awarded a Agreement with CAPK I will comply with the State of California Public Works Contract Requirements and will allow CAPK to perform on-site audits, with 48-hour notice, of all payroll records and apprentice and trainee employment requirements records for the duration of the Agreement. I further certify that I and all subcontractors are registered with the Department of Industrial Relations under Labor Code section 1725.5, will submit certified payroll records, and will comply with all apprenticeship requirements under Labor Code section 1777.5.

Vendor's Name (type or print)	Name of Vendor's Company
Vendor's Signature	Dated

ADDENDUM "F"
MATERIAL AND WORKMANSHIP WARRANTY

Vendor hereby unconditionally guarantees that the Work performed will be done in accordance with the requirements of the Agreement therefore and further guarantees the Work of the Agreement to be and remain free of defects in workmanship and materials for a period of two (2) years from and after the completion of all Agreement obligations by the Vendor. The Vendor specifically waives any right to claim or rely on the statutory definition of completion set forth in Civil Code section 8180 et seq.. The Vendor specifically acknowledges and agrees that completion shall mean the Vendor's complete performance of all Work required by the Agreement, amendments, change orders, construction change directives and punch lists, and CAPK's formal acceptance of the Project, without regard to prior occupancy, substantial completion doctrine, beneficial occupancy, or otherwise. The Vendor hereby agrees to repair or replace any and all Work, together with any adjacent Work which may have been damaged or displaced in so doing, that may prove to be not in accordance with the requirements of the Agreement or that may be defective in its workmanship or materials within the guarantee period specified, without any expense whatsoever to CAPK, ordinary wear and tear and unusual abuse and neglect only excepted. [Note: this Addendum states a two-year guarantee period; the construction contract states one year — confirm and reconcile the intended warranty period before issuance.]

The Vendor further agrees that within ten (10) calendar days after being notified in writing by CAPK of any Work not in accordance with the requirements of the Agreement or any defects in the Work, it will commence and prosecute with due diligence all Work necessary to fulfill the terms of this guarantee, and to complete the Work within a period of time stipulated in writing. In the event it fails to so comply, Vendor does hereby authorize CAPK to proceed to have such Work done at the Vendor's expense and it will pay the cost thereof upon demand. CAPK shall be entitled to all costs, including reasonable attorneys' fees, necessarily incurred upon the Vendor's refusal to pay the above costs.
The guarantee period for corrected defective work shall continue for a duration equivalent to the original guarantee period.

Notwithstanding the foregoing paragraph, in the event of an emergency constituting an immediate hazard to the health or safety of CAPK's clients, or its property, CAPK may undertake at the Vendor's expense without prior notice, all Work necessary to correct such hazardous condition when it was caused by the Work of the Vendor not being in accordance with the requirements of this Agreement, or being defective, and to charge the same to the Vendor as specified in the preceding paragraph. The guarantee set forth herein is not intended by the parties, nor shall it be construed, as in any way limiting or reducing CAPK's rights to enforce all terms of the Agreement referenced hereinabove or the time for enforcement thereof. This guarantee is provided in addition to, and not in lieu of, CAPK's rights on such Agreement.

ADDENDUM "G"
ADDITIONAL TERMS AND CONDITIONS

1. **TAXES.** The Vendor is solely responsible to pay all taxes and comply with all Federal, State, and local laws, ordinances, rules, regulations and lawful orders bearing on the performance of work.
2. **INSURANCE.** Vendor shall procure, furnish and maintain for the duration of this Agreement all insurances listed in Addendum I (Insurance Requirements).
3. **ASSIGNMENT OF SUBCONTRACTING.** The Vendor may not assign or transfer this Agreement, or any interest therein or claim thereunder, or subcontract any portion of the work thereunder, without the prior written approval of CAPK. If CAPK consents to such assignment or transfer, the terms and conditions of this Agreement shall be binding upon any assignee or transferee. Any transfer shall be considered an addendum to this Agreement and must be included as so.
4. **TERMINATION FOR CONVENIENCE OF CAPK**. CAPK may terminate this Agreement at any time by giving written notice to the Vendor of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials as described herein, at the option of CAPK, shall become its property. If the Agreement is terminated by CAPK as provided herein, the Vendor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. The Vendor hereby expressly waives any and all claims for damages or compensation arising under this Agreement except as set forth in this section in the event of such termination.
5. **CHANGES**. CAPK may from time to time, require changes in the scope of the services of the Vendor be performed hereunder. Such changes, including any increase or decrease in the amount of the Vendor's compensation which are mutually agreed upon by and between CAPK and the Vendor, shall be effective when incorporated in written amendments to the Agreement. Amendments shall be valid only after approval by Vendor and CAPK's Executive Director.
6. **CLAIMS**. All claims for money due or to become due to the Vendor from CAPK under this Agreement may not be assigned to a bank, trust company, or other financial institution without such approval. Notice, or requests, of any such assignment or transfer shall be furnished promptly in writing to CAPK.
7. **NOTICE**. Any notice or notices required or permitted to be given pursuant to this agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested.
8. **AFFIRMATIVE ACTION.** The Vendor agrees to abide by all State and Federal Affirmative Action policies and laws.
9. **DISPUTE RESOLUTION.** Any dispute arising regarding the interpretation or implementation of this Agreement, including any claims for breach of this Agreement, shall be resolved by submitting the claim for arbitration to the American Arbitration Association in accordance with its rules and procedures applicable to commercial disputes. The location of any arbitration hearing shall be Bakersfield, California, and any enforcement of the arbitrator's decision shall be brought in the Superior Court of the County of Kern, Bakersfield, California.
10. **EQUAL EMPLOYMENT OPPORTUNITY.** All hiring and other employment practices by the Vendor shall be non-discriminatory, based on merit and qualifications without regard to race, color, religion, national origin, ancestry, disability, medical condition, marital status, age or sex.
11. **SBE/MBE/WBE POLICY STATEMENT.** It is the policy of Community Action Partnership of Kern, consistent with Federal, State and local laws, to promote and encourage the development, participation, and continued expansion of Small Business Enterprises, Minority Business Enterprises and Women's Business Enterprises.
12. **CONFIDENTIALITY.** The Vendor shall use his or her best efforts to keep confidential any information obtained during the performance of this agreement.
13. **RESPONSIBILITY.** If Vendor is part of a corporation, the individual or individuals who sign this Agreement on behalf of the corporation are jointly responsible for performance of this Agreement.
14. **PROTEST BY VENDOR:** If the Vendor wishes to file a protest against CAPK for any action, the Vendor must do so in writing with CAPK within 72 hours after the action to be protested has occurred. All protests will be taken under advisement. Any protests received after that will not be recognized

15. **CONFLICT OF INTEREST:** In accordance with California Public Contract Code 10410, no officer or employee of CAPK shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest in this agreement, which may be in whole, or in part, sponsored or funded by a Local, State, or Federal Agency.

    Also, no relative of an employee of CAPK may enter into or bid on a Agreement while said employee is still employed by CAPK. No relative of an employee of CAPK may bid on a Agreement until 12 months after the date said employee of CAPK has left employment of CAPK, either voluntarily or involuntarily.

    It is contrary to Policy for any CAPK employee to personally solicit, demand or receive any gratuity of any kind from a Vendor in connection with any decision affecting a CAPK purchase or Agreement for services. Thus, if such a case were to occur, the Vendor may file a protest with CAPK as specified in the section titled "Protest by Vendor."

Attachment C

Each proposal shall include, in the order required by RFP Section 7.1, the following completed forms. Use additional sheets as needed; all forms must be signed by an individual authorized to bind the Proposer.

C-1. Cost Proposal Form

Proposer shall submit the cost proposal below, in accordance with RFP Section 10. Owner Allowances are carried in the Contract Sum and reconciled by change order to documented actual cost with fixed overhead and profit, per RFP Section 8; they are not a basis for competitive price differentiation and should be carried at the amounts stated in Attachment I.

Base Lump Sum Proposal (Sections 2.1–2.8 scope, exclusive of Owner Allowances and Site Security below)	$
Site Security — Lump Sum, base coverage per Section 2.8 minimum standard, for the Contract Time	$
Builders Risk Insurance	$
Site Security — Per-Guard-Hour Unit Rate (for CAPK-directed adjustment by change order)	$ /hour
TOTAL BASE PROPOSAL (Lump Sum + Allowances + Site Security Lump Sum)	**$**

Alternates (if any are requested by Addendum):

_____

_____

_____

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

C-2. References Form

Provide at least three (3) verifiable references for comparable, completed, on-time projects within the last seven (7) years (RFP Section 6(4)), preferably occupied or adaptive-reuse residential rehabilitation or permanent supportive/affordable housing, including at least one completed on a fixed, deadline-driven schedule. Attach additional sheets for more than three references.

Ref. No.	Project Name / Address	Owner / Client Contact (Name, Phone, Email)	Contract Value	NTP Date	Substantial Completion Date	LDs Assessed? (Y/N)
1						
2						
3						

Briefly describe the comparable scope of work for each reference listed above (attach additional sheets as needed):

Reference 1:

_____

Reference 2:

_____

Reference 3:

_____

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

1. Wage-Rate Classification for This Project

This is a public works project subject to California prevailing wage law (Labor Code § 1720 et seq.). Because the Project consists of the rehabilitation and adaptive reuse of three single-story, wood-frame buildings into thirty (30) dwelling units — apartments not exceeding four stories — the residential housing buildings fall within the "residential" definition of California Code of Regulations § 16001(d). The California Department of Industrial Relations (DIR) Residential Prevailing Wage Determinations for Kern County therefore apply to work on the residential buildings.

Two limits apply, per DIR's determinations: (a) the residential rate applies only to the residential portion meeting the § 16001(d) definition — any separate, non-residential or ancillary structure on the site is paid at the general (commercial) rate; and (b) where DIR publishes no residential determination for a given craft, that craft is paid at the general (commercial) determination for Kern County. As a result, this Project will use a mix of residential and general determinations, as set out below.

2. Which Determinations Govern; How to Obtain Them

The prevailing wage determinations in effect on the bid advertisement date govern for the entire life of the resulting contract, subject to any predetermined increases stated in the determinations (Labor Code § 1773.2; CCR § 16204). The rates reproduced in Section 3 are the current snapshot from the determinations issued December 1, 2025 (effective for bids advertised on or after December 11, 2025). DIR reissues determinations on a semi-annual cycle, so CAPK must confirm and attach the determinations actually in effect on this Project's advertisement date before the RFP is issued.

- Residential determinations (index): https://www.dir.ca.gov/oprl/residential/reslist.html
- Kern County residential determination (PDF): https://www.dir.ca.gov/oprl/residential/kern.pdf
- General (commercial) determinations (index): https://www.dir.ca.gov/OPRL/DPreWageDetermination.htm
- Apprentice wage determinations: https://www.dir.ca.gov/OPRL/PWAppWage/PWAppWageStart.asp

3. Kern County Residential Determinations Applicable to This Project

Rates below are the Basic Straight-Time Hourly Rate. The total prevailing wage obligation for each craft is the base rate PLUS the employer payments (health & welfare, pension, vacation/dues, training, and "other") stated in the full determination; contractors must pay the total and must apply any predetermined increases. Determinations issued December 1, 2025 (Kern County).

Craft / Classification	Base $/hr	Determination No.	Expires
Residential Carpenter — Framer & Finisher	41.39	R-23-31-2-2025-1	6/30/2026 *
Insulation Installer	25.35	R-23-31-2-2025-1	6/30/2026 *
Shingler	40.54	R-23-31-2-2025-1	6/30/2026 *

Cabinet Installer	41.10	R-23-31-2-2025-1	6/30/2026 *
Wood Floor Installer	36.55	R-23-31-2-2025-1	6/30/2026 *
Grade Slabber / Subterranean Garage Concrete	40.02	R-23-31-2-2025-1	6/30/2026 *
Residential Carpenter: Fence Builder	41.66	R-23-31-20-2025-1	6/30/2026 *
Residential Drywall Installer / Lather	36.57	R-31-X-41-2025-1A	6/30/2026 *
Residential Laborer	46.00	R-23-102-2-2025-1	6/30/2026 *
Cleanup / Landscaping / Fencing	45.00	R-23-102-2-2025-1	6/30/2026 *
Residential Plaster Tender	46.72	R-102-X-16-2025-1	8/4/2026 *
Plaster Clean-Up Laborer	44.17	R-102-X-16-2025-1	8/4/2026 *
Residential Plasterer	43.18	R-203-X-2-2025-1	7/31/2026 *
Residential Plumber	48.83	R-204-X-6-2025-1	6/30/2026 *
Residential Plumber: Fire Sprinkler Fitter (Bakersfield — W. of Hwy 14)	39.29	R-204-669-1-2025-1A	12/31/2025 **
Residential Sheet Metal Worker	41.18	R-166-108-998-2025-1	6/30/2026 **

** = no predetermined increase; effective until superseded (obtain the new rate from DIR after the expiration date). ** = predetermined increases have been issued and MUST be paid on their effective dates (Sheet Metal: +$2.40 on 7/1/2026, 7/1/2027, 7/1/2028; Fire Sprinkler Fitter: scheduled base/fringe increases beginning 1/1/2026 and 4/1/2026).*

Geographic note: For the Fire Sprinkler Fitter craft, Kern County is split at Highway 14. 901 Union Avenue (Bakersfield) lies WEST of Highway 14, so Determination R-204-669-1-2025-1A applies.

4. Crafts Paid Under the General (Commercial) Determination

DIR has not issued residential determinations for the following crafts, which this Project's scope of work is expected to require. These are paid at the applicable General Prevailing Wage Determination for Kern County (Southern California region). This list is illustrative, not exhaustive; the Contractor is responsible for classifying each scope of work correctly:

- **Electrician** (Inside Wireman) and Sound/Communication & Low-Voltage — electrical upgrades, fire-alarm, security, data, EV-capable stalls, lighting
- **Painter / Drywall Finisher-Taper** — interior and exterior painting and taping
- **Glazier** — high-efficiency windows and doors (Title 24 envelope)
- **Ironworker** (Structural & Reinforcing) — seismic/structural retrofit steel and rebar
- **Operating Engineer** — demolition, grading, site work, and equipment operation
- **Cement Mason** — concrete flatwork and finishing
- **Roofer / Waterproofer** — mechanical-room and office-building roofing (non-shingle) and waterproofing

- **Asbestos / Lead Abatement Worker** — hazardous-materials abatement (a significant scope item; see Attachment F surveys)
- **Teamster / Truck Driver** — hauling and disposal of demolition and abatement debris
- **Tile Setter & Finisher; Floor Coverer** — bathroom/kitchen tile and resilient/carpet flooring

5. Compliance Notes

- Because the Project is 100% State-funded (Proposition 1 / HHAP through HCD Homekey+), only California DIR prevailing wages apply; there is no federal Davis-Bacon overlay.
- Contractor and all subcontractors must be registered with DIR under Labor Code § 1725.5, submit electronic certified payroll, and comply with apprenticeship requirements under Labor Code § 1777.5.
- The total prevailing wage for each craft equals the base hourly rate plus the employer payments (fringe benefits) and any predetermined increases stated in the governing determination, together with travel and subsistence where applicable (Labor Code §§ 1773.1, 1773.9).

Attachment E

Hazardous-Materials Surveys

PILLAR
EHS SOLUTIONS

Asbestos & Lead-Based Paint Inspection Report



901 Union Ave.
Bakersfield, CA 93307

Report prepared by:
Ryan Hester, MS, CIH, CSP
Principal Consultant
Pillar EHS Solutions, Inc.

Report Date: September 6, 2024

CONTENTS

1. Summary 3
2. Scope of Work 3
3. Laboratory Information 4
3.1 Laboratory Analytical Methodology 4
4. Site Description 4
5. Sampling 6
5.1 Asbestos Sample Collection Procedure 6
5.2 Asbestos Sample Results 6
5.3 Lead-Based Paint Sample Collection Procedure 12
5.4 Lead Paint Sample Results 12
6. Sample Location Maps 15
7. Conclusions 18
8. Recommendations 18
8.1 Asbestos Recommendations 18
8.2 Lead-Based Paint Recommendations 19
9. Limitations 20
10. Signatures 21
11. Appendices 22
11.1 Asbestos Laboratory Results 22
11.2 XRF Paint Analyzer Results 55
11.3 8552 Form 78

1. SUMMARY

Pillar EHS Solutions, Inc. (Pillar) conducted a survey for asbestos containing materials (ACM) and lead-based paint at 901 Union Ave., Bakersfield, CA 93307. The survey was conducted in preparation for upcoming renovation activity at the subject property. The survey was performed on August 26, 27, and 28, 2024, by Ryan Hester, CIH, CSP, Certified Asbestos Consultant (CAC) No. 11-4835, and Certified Lead Inspector/Risk Assessor No. LRC-00001949.

A total of eighty-seven (87) samples were collected for asbestos analysis. Almost all the samples contained multiple layers of materials, and each layer was analyzed separately by the laboratory. Three (3) samples were not analyzed due to a “positive stop”, because a previous sample in the set had already determined the material to contain asbestos. Several materials at the site were found to contain asbestos including, air cell pipe insulation on piping in the building attics, black mastic over mudded pipe elbows on the exterior of the guest room buildings, pipe elbow mudded insulation inside the mechanical building, roof penetration mastics, gasket material on the boiler, 9” x 9” floor tile and associated mastic in the front office building, and window putty on the front office building windows. One (1) Transite vent pipe has been assumed to contain asbestos.

A total of 862 lead-based paint samples were collected, including instrument calibration readings. Lead-based paint was not uniformly identified throughout the structures, but was identified on some components including some doors, door jambs, baseboards, cabinets, eaves, angle supports, and walls. Furthermore, multiple ceramic tiles were determined to contain lead-based glaze.

2. SCOPE OF WORK

The scope of this project was to survey the four (4) buildings at 901 Union Ave., Bakersfield, CA 93307 for asbestos containing materials and lead-based paint. The survey included three (3) guest room buildings, with a total of thirty-six (36) guest rooms, a storage room, the mechanical rooms, and the front office building. At the time of the assessment, guest rooms 20 and 21 were inaccessible, and room 19 was so severely damaged there was no paint remaining to test for lead content.

3. LABORATORY INFORMATION

The asbestos samples were submitted to Eurofins EPK Built Environment Testing, LLC in Glendale, CA.

- Address: 1010 N. Central Avenue, #390, Glendale, CA 91202
- Phone Number: 866-888-6653
- California Environmental Laboratory Accreditation Program (CA-ELAP) Certificate No. 3065.
- National Voluntary Laboratory Accreditation Program (NVLAP) Code 200945-0.

3.1 LABORATORY ANALYTICAL METHODOLOGY

The asbestos samples were analyzed according to EPA method 600/R-93/116 using Polarized Light Microscopy (PLM) with dispersion staining for identification of bulk material for asbestos down to 1%.

4. SITE DESCRIPTION

According to county records, the subject site is a motel constructed in 1937. There appeared to be four (4) distinct buildings at the site, however county records indicate that there are five (5) buildings. All the buildings are single-story buildings with stucco exterior walls, primarily plaster interior walls, and tile roofing, except for the mechanical rooms and front office patio which have asphalt composition shingle roofs.

Building 1 – For the purposes of this survey Building 1 is the northernmost building which includes guest rooms 1 through 11 and the mechanical rooms. The building is approximately 3,250 ft^2. The guest rooms are all on a raised foundation and the mechanical rooms are on a concrete slab foundation. The guest rooms all have ceramic tile flooring, except for Room 8, which has peel and stick vinyl floor tiles in the bedroom. The tile flooring and ceramic wall tiles in the guest rooms are not uniform. Several types of tiles were identified, including 6” x 6” orange or brown floor tile, updated wood-look 4” x 24” tile, updated 12” x 24” tile, and 12” x 12” tile. Some of the bathroom shower stalls had been updated with newer tiles and some appeared to still have original 4” ceramic tiles. All the windows appear to have been updated, and drywall and joint compound were observed around the windows. Drywall was also observed on the soffit in the guest room kitchens. There are insulated water lines on the exterior north side of the building that are

insulated with fiberglass and felt wrap on the runs and mudded at the elbows and intersections. There are also insulated water lines in the building attic space that are insulated with air-cell wrap. The attic insulation that was accessible in this building is fiberglass.

Building 2 – For the purposes of the survey Building 2 is the west guest building, shaped like an L, and containing guest rooms 12 through 31 and the storage room. The building is approximately 6,000 ft^2. Guest rooms 12-17 are all on a raised foundation and the storage room and guest rooms 18-31 are on a concrete slab foundation. The guest rooms all have ceramic tile flooring. The tile flooring and ceramic wall tiles in the guest rooms are not uniform. Several types of tiles were identified, including 6” x 6” orange or brown floor tile, updated wood-look 4” x 24” tile, updated 12” x 24” tile, and 12” x 12” tile. Some of the bathroom shower stalls had been updated with newer tiles and some appeared to still have original 4” ceramic tiles. All the windows appear to have been updated, and drywall and joint compound were observed around the windows. Drywall was also observed on the soffit in the guest room kitchens. There are insulated water lines on the exterior west and south sides of the building that are insulated with fiberglass and felt wrap on the runs and mudded at the elbows and intersections. There are also insulated water lines in the building attic space that are insulated with air-cell wrap. The attic insulation that was accessible in this building is fiberglass.

Building 3 – For the purposes of the survey Building 3 is the south guest building and contains guest rooms 32 through 37. The building is approximately 1,600 ft^2. This building is on a concrete slab foundation. The guest rooms all have ceramic tile flooring. The tile flooring and ceramic wall tiles in the guest rooms are not uniform. Several types of tiles were identified, including 6” x 6” orange or brown floor tile, updated wood-look 4” x 24” tile, updated 12” x 24” tile, and 12” x 12” tile. Some of the bathroom shower stalls had been updated with newer tiles and some appeared to still have original 4” ceramic tiles. All the windows appear to have been updated, and drywall and joint compound were observed around the windows. There are insulated water lines on the exterior south side of the building that are insulated with fiberglass and felt wrap on the runs and mudded at the elbows and intersections. There are also insulated water lines in the building attic space that are insulated with air-cell wrap. The attic insulation that was accessible in this building is fiberglass.

Front Office Building – The front office building is approximately 2,500 ft^2. The building includes an entry, lobby area, three restrooms, an office, two bedrooms, a kitchen, a living room, and a patio storage area. The exterior of the building has both stucco and wood siding on the walls. Some of the windows are updated aluminum frame windows, but some of the south windows are original metal windows with window putty. The roof is tile with felt underneath. The interior of the building has plaster walls and ceilings, with some drywall in the patio room and the north bathroom (Bathroom 3). The lobby, entry, and office areas have 9” x 9” floor tile with black mastic. There is 12” x 12” ceiling tile with mastic pucks in the lobby area. Flooring in the hallway, bathrooms, and kitchen is ceramic tile. There is carpet in bedroom 2, no flooring in bedroom 1, and no flooring in the living room. There are water pipes in the attic insulated with air cell wrap. The attic is insulated with fiberglass.

5. SAMPLING

All asbestos samples were collected by a DOSH Certified Asbestos Consultant (CAC) following the methods prescribed in 40 CFR § 763.86. All sampling was performed using clean sampling tools, which were decontaminated between samples to ensure no cross contamination. Wet methods, using amended water, and a HEPA vacuum were used to control and clean up and asbestos dust generated by the sampling process.

The lead-based paint inspection was performed according to requirements found in 17 CCR §35039. All samples were collected by a CDPH Certified Lead Inspector.

5.1 ASBESTOS SAMPLE COLLECTION PROCEDURE

The inspector first assessed the subject site for suspect ACMs. Once the suspect ACMs were identified the inspector collected the appropriate number of samples for each homogeneous material according to 40 CFR § 763.86. Each sample was placed into a sealable plastic baggie and given a unique sample number. At the completion of sampling, all the samples were logged onto a chain-of-custody (COC), and the samples and COC were properly packaged and shipped overnight to the laboratory via FedEx.

5.2 ASBESTOS SAMPLE RESULTS

The following table presents all samples collected as part of this assessment and includes the sample location, material, asbestos type and concentration, and the materials condition and friability. The friable or non-friable classification of an ACM presented within this table represents

the material as it existed at the time of the survey. If demolition, renovation, or abatement work practices may damage, crush, crumble, or reduce the material to powder, it is the client's responsibility to ensure that any NESHAP notification submitted for this site accurately categorizes the ACM based on the contractor's work practices.

Table 1 Asbestos Sample Results

Sample No.	Sample Location	Sample Material	Asbestos Type & Percent	Friable	Estimated Quantity
901-01	Guest Room 1 – North wall of bedroom.	Texture	None Detected	N/A	35,000 ft^2
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-02	Guest Room 1 – Kitchen floor.	6x6 Ceramic Tile	None Detected	N/A	425 ft^2
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-03	Guest Room 4 – Kitchen soffit.	Drywall	None Detected	N/A	1,000 ft^2
		Joint Compound	None Detected	N/A	
901-04	Guest Room 4 – Bedroom south wall, at window.	Drywall	None Detected	N/A	w/03
		Joint Compound	None Detected	N/A	
901-05	Guest Room 5 – Bathroom floor.	12x12 Ceramic Tile	None Detected	N/A	400 ft^2
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-06	Guest Room 2 – Bedroom floor.	12x24 Ceramic Tile	None Detected	N/A	2,000 ft^2
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-07	Guest Room 6 – Bedroom, north wall.	Texture	None Detected	N/A	w/01
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-08	Guest Room 6 – Kitchen floor.	6x6 Ceramic Tile	None Detected	N/A	w/02
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-09	Guest Room 6 – Kitchen soffit.	Drywall	None Detected	N/A	w/03
		Joint Compound	None Detected	N/A	
901-10	Guest Room 6 – South wall, window.	Joint Compound	None Detected	N/A	w/03
901-11	Guest Room 7 – Bedroom floor.	Vinyl Floor Tile	None Detected	N/A	110 ft^2
		Mastic	None Detected	N/A	
901-12	Guest Room 7 – Closet floor.	Vinyl Floor Tile	None Detected	N/A	w/11
		Mastic	None Detected	N/A	
901-13	Guest Room 7 – Kitchen floor.	12x12 Ceramic Tile	None Detected	N/A	w/05
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-14	Guest Room 10 – Kitchen, west wall.	Texture	None Detected	N/A	w/01
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-15	Guest Room 11 – Kitchen soffit.	Texture	None Detected	N/A	w/03
		Tape	None Detected	N/A	
		Joint Compound	None Detected	N/A	
		Drywall	None Detected	N/A	

Sample No.	Sample Location	Sample Material	Asbestos Type & Percent	Friable	Estimated Quantity
901-16	Guest Room 11 – Bedroom floor	6x24 Ceramic Tile	None Detected	N/A	2,125 ft^2
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-17	Guest Room 11 – Bathroom shower.	4x4 Ceramic Tile	None Detected	N/A	2,500 ft^2
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-18	Gust Room 8 – Bathroom shower.	4x4 Ceramic Tile	None Detected	N/A	w/17
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-19	Guest Room 15 – Bedroom floor.	6x24 Ceramic Tile	None Detected	N/A	w/16
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-20	Guest Room 12 – Closet wall.	Drywall	None Detected	N/A	w/03
		Joint Compound	None Detected	N/A	
901-21	Guest Room 16 – Bedroom, east wall.	Texture	None Detected	N/A	w/01
		Plaster	None Detected	N/A	
901-22	Guest Room 17 – Bedroom floor.	12x24 Ceramic Tile	None Detected	N/A	w/06
		Grout	None Detected	N/A	
901-23	Exterior – South side of Building 1 at Room 1.	Stucco Finish – White	None Detected	N/A	12,000 ft^2
		Stucco Scratch 1	None Detected	N/A	
		Stucco Finish – Beige	None Detected	N/A	
		Stucco Scratch 2	None Detected	N/A	
901-24	Exterior – South side of Building 1 at Room 3.	Stucco Finish – White	None Detected	N/A	w/24
		Stucco Scratch 1	None Detected	N/A	
		Stucco Finish – Beige	None Detected	N/A	
		Stucco Scratch 2	None Detected	N/A	
901-25	Exterior – South side of Building 1 at Room 11.	Stucco Finish – White	None Detected	N/A	w/24
		Stucco Scratch	None Detected	N/A	
901-26	Exterior – East side of Building 2 between Rooms 18 and 19.	Stucco Finish – White	None Detected	N/A	w/24
		Stucco Scratch 1	None Detected	N/A	
		Stucco Scratch 2	None Detected	N/A	
901-27	Exterior – East side of Building 2 outside Room 23.	Stucco Finish – White	None Detected	N/A	w/24
		Stucco Scratch 1	None Detected	N/A	
		Stucco Finish – Beige	None Detected	N/A	
		Stucco Scratch 2	None Detected	N/A	
901-28	Exterior – East side of Building 2 outside Room 31.	Stucco Finish – White	None Detected	N/A	w/24
		Stucco Scratch 1	None Detected	N/A	
		Stucco Finish – Brown	None Detected	N/A	
		Stucco Scratch 2	None Detected	N/A	

Sample No.	Sample Location	Sample Material	Asbestos Type & Percent	Friable	Estimated Quantity
		Stucco Finish – Beige	None Detected	N/A	
		Stucco Scratch 3	None Detected	N/A	
		Paper	None Detected	N/A	
901-29	Exterior – North side of Building 3 outside Room 37.	Stucco Finish – Brown	None Detected	N/A	w/24
		Stucco Finish – White	None Detected	N/A	
		Stucco Scratch 1	None Detected	N/A	
		Stucco Finish – Beige	None Detected	N/A	
		Stucco Scratch 2	None Detected	N/A	
		Paper	None Detected	N/A	
901-30	Guest Room 18 – Bedroom ceiling.	Texture	None Detected	N/A	w/01
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-31	Guest Room 28 – North wall.	Texture	None Detected	N/A	w/01
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-32	Guest Room 32 – West wall.	Texture	None Detected	N/A	w/01
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-33	Guest Room 28 – Shower Stall.	4x4 Ceramic Tile	None Detected	N/A	w/17
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-34	Guest Room 24 – Shower stall.	4x4 Ceramic Tile	None Detected	N/A	w/33
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-35	Guest Room 22 – East wall.	Drywall	None Detected	N/A	w/03
		Joint Compound	None Detected	N/A	
901-36	Guest Room 28 – North wall.	Drywall	None Detected	N/A	w/03
		Joint Compound	None Detected	N/A	
901-37	Guest Room 36 – North wall.	Drywall	None Detected	N/A	w/03
		Joint Compound	None Detected	N/A	
901-38	Guest Room 24 – Bedroom floor.	4x24 Ceramic Tile	None Detected	N/A	2,125 ft^2
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-39	Guest Room 30 – Bedroom floor.	4x24 Ceramic Tile	None Detected	N/A	w/38
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-40	**Guest Room 19 – Attic, water line.**	**Air Cell Pipe Insulation**	**55% Chrysotile**	**Yes**	**1000 linear feet**
901-41	**Guest Room 19 – Attic, water line.**	**Air Cell Pipe Insulation**	**Positive Stop**	**Yes**	**w/40**
901-42	**Guest Room 31 – Attic, water line.**	**Air Cell Pipe Insulation**	**Positive Stop**	**Yes**	**w/40**
901-43	Exterior – South side of Building 2, at Room 31, water lines.	Felt Wrap	None Detected	N/A	1000 linear feet
		Silver Paint	None Detected	N/A	

Sample No.	Sample Location	Sample Material	Asbestos Type & Percent	Friable	Estimated Quantity
901-44	Exterior – South side of Building 2, at Room 31, water lines.	Mudded Elbow	None Detected	N/A	60 elbows
901-45	Exterior – South side of Building 2, at Room 27, water lines.	Felt Wrap	None Detected	N/A	w/43
		Silver Paint	None Detected	N/A	
901-46	**Exterior – South side of Building 2, at Room 27.**	**Black Mastic**	**2% Chrysotile**	**No**	**60 elbows**
		Mudded Elbow	None Detected	N/A	
901-47	**Exterior – South side of Building 3, at Room 37.**	**Black Mastic**	**Positive Stop**	**No**	**w/46**
		Mudded Elbow	None Detected	N/A	
901-48	Roof – Above Room 27	Red Roof Tile	None Detected	N/A	10,850 ft^2
		Felt	None Detected	N/A	
901-49	Roof – Above the storage room.	Red Roof Tile	None Detected	N/A	w/48
		Felt	None Detected	N/A	
901-50	Roof – Above Room 7	Red Roof Tile	None Detected	N/A	w/48
		Felt	None Detected	N/A	
901-51	**Mechanical Room 2 – 2" pipe elbow south of the boiler.**	Black Wrap	None Detected	N/A	150 linear feet
		Mudded Elbow – Off white	**15% Chrysotile**	**Yes**	**23 elbows**
		Mudded Elbow - Gray	None Detected	N/A	
901-52	**Mechanical Room 3 – 2" pipe elbow above the green pump.**	Black Wrap	None Detected	N/A	150 linear feet
		Mudded Elbow – Off white	**15% Chrysotile**	**Yes**	**w/51**
		Mudded Elbow - Gray	None Detected	N/A	
901-53	**Mechanical Room 1 – 2" pipe elbow.**	**Mudded Elbow – Off white**	**15% Chrysotile**	**Yes**	**w/51**
		Mudded Elbow - Gray	None Detected	N/A	
901-54	**Mechanical Building Roof – North edge near center.**	Shingle	None Detected	N/A	720 ft^2
		Felt	None Detected	N/A	
		Mastic	**4% Chrysotile**	**No**	**2 ft^2**
901-55	**Mechanical Building Roof – Northwest corner.**	Shingle	None Detected	N/A	w/54
		Felt	None Detected	N/A	
		Mastic	**4% Chrysotile**	**No**	**w/54**
901-56	Building 1 – Roof Spine	Tile Mortar - Red	None Detected	N/A	450 ft^2
		Tile Mortar - Gray	None Detected	N/A	
901-57	Building 1 – Roof Spine	Tile Mortar - Red	None Detected	N/A	w/56
		Tile Mortar - Gray	None Detected	N/A	
901-58	**Mechanical Room 2 – 3" flange gasket on top of boiler.**	**Gray Gasket**	**15% Chrysotile**	**No**	**0.25 ft^2**
901-59	Mechanical Room 2 – Boiler, internal refractory, west side.	Refractory Insulation	None Detected	N/A	30 ft^2
901-60	Mechanical Room 2 – Boiler, internal refractory, door.	Refractory Insulation	None Detected	N/A	w/59

Sample No.	Sample Location	Sample Material	Asbestos Type & Percent	Friable	Estimated Quantity
901-61	Mechanical Room 2 – Boiler, internal refractory, east side.	Refractory Insulation	None Detected	N/A	w/59
901-62	**Front Office Building – Lobby floor.**	**9x9 Floor Tile**	**3% Chrysotile**	**No**	**550 ft²**
		Black Mastic	**2% Chrysotile**	**No**	
901-63	**Front Office Building – Office floor.**	**9x9 Floor Tile**	**3% Chrysotile**	**No**	**w/62**
		Black Mastic	**2% Chrysotile**	**No**	
901-64	Front Office Building – Office, east wall.	Brown Cove Base	None Detected	N/A	14 ft²
901-65	Front Office Building – Office, west wall.	Brown Cove Base	None Detected	N/A	w/64
901-66	Front Office Building – Hallway floor.	Ceramic Tile	None Detected	N/A	300 ft²
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-67	Front Office Building – Hallway floor.	Ceramic Tile	None Detected	N/A	w/66
		Grout	None Detected	N/A	
		Thinset	None Detected	N/A	
901-68	Front Office Building – Hallway, north wall.	Texture	None Detected	N/A	4,100 ft²
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-69	Front Office Building – Living Room, east wall.	Texture	None Detected	N/A	w/68
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-70	Front Office Building – Bedroom 2, east wall.	Texture	None Detected	N/A	w/68
		Plaster	None Detected	N/A	
		Button Board	None Detected	N/A	
901-71	Front Office Building – Office, west wall.	Texture	None Detected	N/A	w/68
		Plaster	None Detected	N/A	
901-72	Front Office Building – Bedroom 1, west wall.	Texture	None Detected	N/A	w/68
		Plaster	None Detected	N/A	
901-73	Front Office Building – Bathroom 3, south wall.	Drywall	None Detected	N/A	
		Joint Compound	None Detected	N/A	
901-74	Front Office Building – Patio, south wall.	Drywall	None Detected	N/A	w/73
		Joint Compound	None Detected	N/A	
901-75	Front Office Building – Patio, ceiling.	Joint Compound	None Detected	N/A	w/73
901-76	Front Office Building – Lobby ceiling.	12x12 Ceiling Tile	None Detected	N/A	350 ft²
		Mastic	None Detected	N/A	
901-77	Front Office Building – Lobby ceiling.	12x12 Ceiling Tile	None Detected	N/A	w/76
		Mastic	None Detected	N/A	
901-78	**Front Office Building – Attic**	**Air Cell Insulation**	**65% Chrysotile**	**Yes**	**w/40**
		Cloth wrap	None Detected	N/A	
901-79	Front Office Building – Bedroom 1 window.	Window Putty	None Detected	No	7.5 ft²
901-80	**Front Office Building – Office window.**	**Window Putty**	**<1% Chrysotile**	**No**	**w/79**
901-81	Front Office Building – Exterior, south wall.	Beige Stucco Finish Coat	None Detected	N/A	320 ft²
		Scratch Coat	None Detected	N/A	

Sample No.	Sample Location	Sample Material	Asbestos Type & Percent	Friable	Estimated Quantity
901-82	Front Office Building – Exterior, south wall.	Beige Stucco Finish Coat	None Detected	N/A	w/81
		Scratch Coat	None Detected	N/A	
		Paper	None Detected	N/A	
901-83	Front Office Building – Exterior, west side.	Beige Stucco Finish Coat	None Detected	N/A	w/81
		Scratch Coat	None Detected	N/A	
		Paper	None Detected	N/A	
901-84	**Front Office Building – Roof, south side.**	Roof Tile	None Detected	N/A	**3 ft²**
		Mastic	**4% Chrysotile**	**No**	
		Felt	None Detected	N/A	
901-85	**Front Office Building – Roof, west side.**	Roof Tile	None Detected	N/A	**w/84**
		Mastic	**4% Chrysotile**	**No**	
		Felt	None Detected	N/A	
901-86	Front Office Building – Patio roof, near northwest corner.	Shingle 1	None Detected	N/A	2,800 ft²
		Felt	None Detected	N/A	
		Shingle 2	None Detected	N/A	
901-87	Front Office Building – Patio roof, northeast corner.	Shingle 1	None Detected	N/A	w/87
		Felt	None Detected	N/A	
		Shingle 2	None Detected	N/A	
		Felt 2	None Detected	N/A	
Assumed	**Front Office Building – Vent pipe from water heater closet through roof.**	**Transite Pipe – 4" diameter**	**Assumed to contain more than 1% asbestos.**	**No**	**5 linear feet**

Red text indicates sample contain asbestos.

5.3 Lead-Based Paint Sample Collection Procedure

The survey for lead-based paint is conducted by first identifying each room equivalent. A room equivalent is an identifiable part of a building, such as a room, hallway, foyer, or exterior. After each room equivalent is identified and numbered the inspector, using the XRF Paint Analyzer, analyzes the surface coating for each unique testing combination. A testing combination is made up of the room equivalent, component type, and substrate. The sample location, testing combination, paint color, sample results and other relevant information is stored in the XRF Paint Analyzer's internal memory and downloaded to an Excel spread sheet at the completion of the survey. The lead-based paint survey was completed using a Viken Pb200e XRF Gun, Serial Number 3337.

5.4 Lead Paint Sample Results

The following table presents all positive samples collected as part of this assessment and includes the sample number, room equivalent, component, substrate, paint color, lead concentration, and

paint condition. For this assessment, side A is the east side of the site. All lead-based paint sample are reported in Appendices.

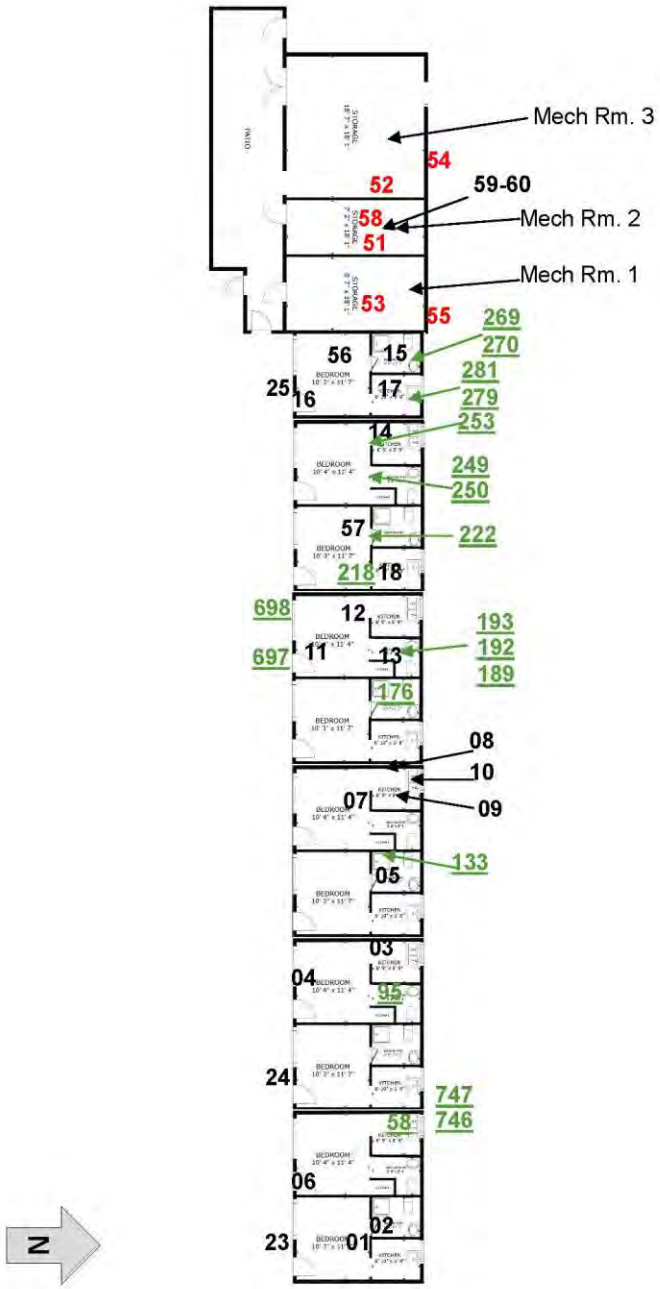
Table 2 Positive Lead-Based Paint Samples

Reading	Area	Sub-Area	Side	Component	Substrate	Color	Condition	Conc. (mg/cm^2)	Result
58	Room 2	Kitchen	D	Countertop	Tile	White	Good	6.9	Positive
95	Room 4	Bathroom	A	Shower Stall	Tile	Multi-Colored	Good	21.5	Positive
133	Room 5	Bathroom	C	Shower Stall	Tile	Multi-Colored	Good	42	Positive
176	Room 7	Bathroom	C	Shower Stall	Tile	Multi-Colored	Good	19.1	Positive
189	Room 8	Bathroom	B	Door	Wood	Blue (Light)	Fair	1	Positive
192	Room 8	Bathroom	A	Shower Stall	Tile	Multi-Colored	Good	22.4	Positive
193	Room 8	Bathroom	C	Baseboard	Tile	Multi-Colored	Good	16.2	Positive
218	Room 9	Kitchen	B	Door Jamb	Wood	White	Good	2.5	Positive
222	Room 9	Bathroom	B	Door Jamb	Wood	White	Good	1.7	Positive
249	Room 10	Bathroom	B	Door	Wood	White	Fair	1.5	Positive
250	Room 10	Bathroom	B	Door Jamb	Wood	White	Fair	4.1	Positive
253	Room 10	Kitchen	B	Door Jamb	Wood	White	Fair	2.1	Positive
269	Room 11	Bathroom	A	Shower Stall	Tile	Multi-Colored	Good	43	Positive
270	Room 11	Bathroom	C	Baseboard	Tile	Multi-Colored	Good	48	Positive
279	Room 11	Kitchen	D	Wall	Plaster	Pink	Fair	2.5	Positive
281	Room 11	Kitchen	B	Door Jamb	Wood	White	Fair	1.5	Positive
325	Room 14	Bathroom	B	Wall	Tile	Beige	Good	6	Positive
331	Room 14	Kitchen	A	Wall	Tile	Beige	Good	7.1	Positive
355	Room 15	Bathroom	B	Wall	Tile	Beige	Good	5.5	Positive
357	Room 15	Bathroom	Floor	Floor	Tile	Orange	Good	5.6	Positive
371	Room 16	Bathroom	B	Wall	Tile	Beige	Good	7.2	Positive
384	Room 16	Kitchen	D	Cabinet - Base	Wood	White	Fair	1.5	Positive
419	Room 18	Bedroom	A	Baseboard	Wood	White	Fair	1.4	Positive
422	Room 18	Bathroom	D	Shower Stall	Tile	Beige	Fair	5.6	Positive
457	Room 23	Bathroom	B	Shower Stall	Tile	Beige	Good	6.7	Positive
472	Room 24	Bathroom	D	Shower Stall	Tile	Black	Poor	6	Positive
475	Room 24	Bathroom	A	Door Jamb	Wood	Black	Poor	1	Positive
486	Room 25	Bathroom	B	Shower Stall	Tile	Beige	Good	5.5	Positive
497	Room 26	Bedroom	B	Cabinet Drawer	Wood	White	Fair	1.4	Positive
502	Room 26	Bathroom	C	Shower Stall	Tile	Beige	Good	6	Positive
515	Room 27	Bathroom	A	Shower Stall	Tile	Beige	Poor	6	Positive
526	Room 28	Bathroom	C	Shower Stall	Tile	Tan	Good	6.4	Positive
542	Room 29	Bathroom	A	Shower Stall	Tile	Beige	Good	5.2	Positive

Reading	Area	Sub-Area	Side	Component	Substrate	Color	Condition	Conc. (mg/cm^2)	Result
558	Room 30	Bathroom	Floor	Floor	Tile	Beige	Good	5.3	Positive
559	Room 30	Bathroom	C	Shower Stall	Tile	Beige	Good	6.1	Positive
600	Room 32	Bathroom	D	Baseboard	Tile	Beige	Good	8	Positive
615	Room 33	Bathroom	D	Door	Wood	White	Fair	1	Positive
629	Room 34	Bathroom	C	Shower Stall	Tile	Beige	Good	6.1	Positive
645	Room 35	Bathroom	A	Shower Stall	Tile	Beige	Good	5.6	Positive
660	Room 36	Bathroom	C	Shower Stall	Tile	Beige	Good	4.6	Positive
674	Room 37	Bathroom	A	Shower Stall	Tile	Beige	Good	5.8	Positive
697	Building 1	Exterior	B	Angle Supports	Wood	Red	Fair	1	Positive
698	Building 1	Exterior	B	Eaves	Wood	Red	Fair	1.2	Positive
746	Building 1	Exterior	D	Door	Wood	Beige	Poor	6.6	Positive
747	Building 1	Exterior	D	Door Jamb	Wood	Beige	Poor	1.4	Positive
775	Office Bldg	Bathroom 1	Floor	Floor	Tile	Brown	Good	5.4	Positive
797	Office Bldg	Bathroom 2	A	Countertop	Tile	White	Good	22.3	Positive
798	Office Bldg	Bathroom 2	A	Sink	Ceramic	White	Good	6.5	Positive
818	Office Bldg	Kitchen	C	Countertop	Tile	Beige	Good	7.4	Positive
835	Office Bldg	Patio	B	Door Casing	Wood	White	Fair	1.1	Positive
836	Office Bldg	Patio	D	Sink	Ceramic	White	Good	25.2	Positive
845	Office Bldg	Bedroom 2	B	Door Jamb	Wood	Beige	Good	1	Positive

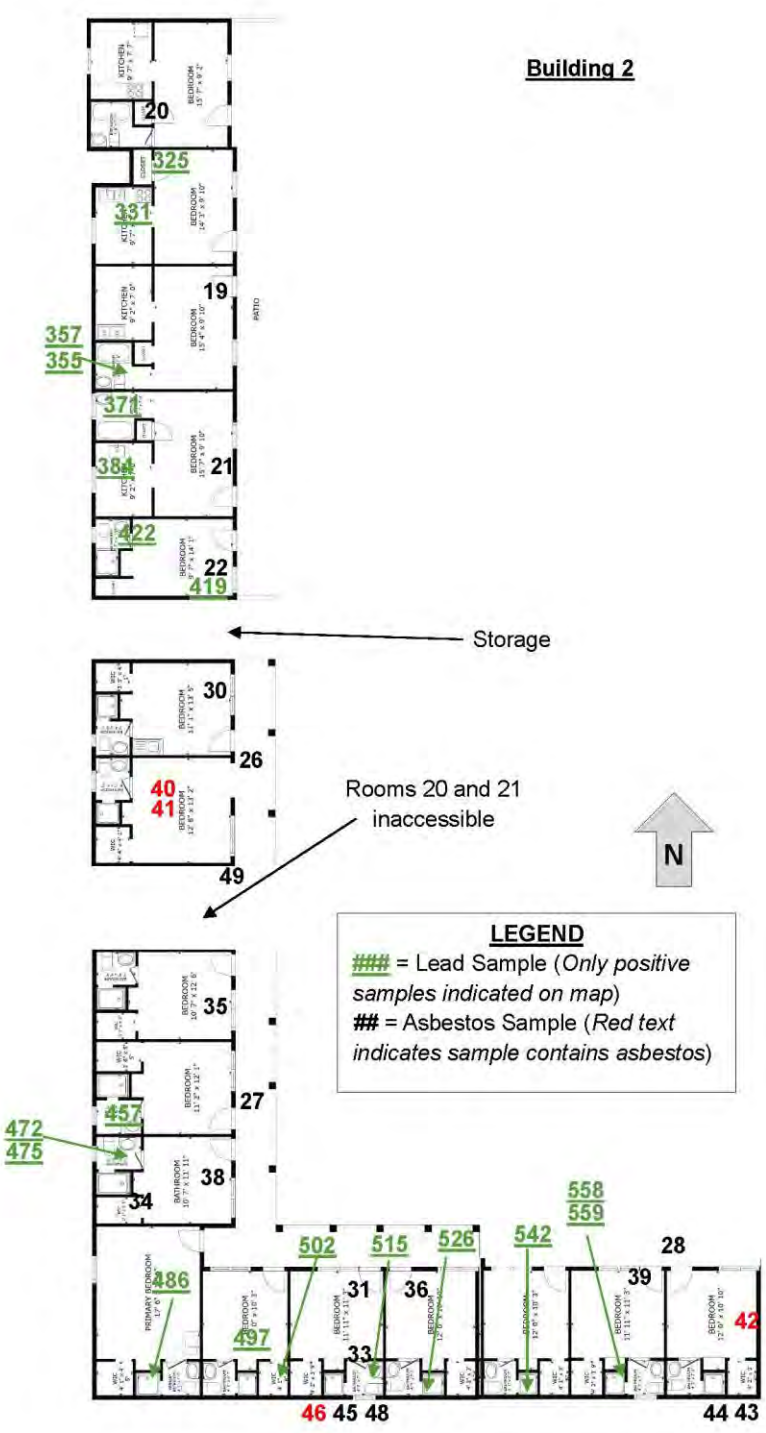
6. SAMPLE LOCATION MAPS

Building 1

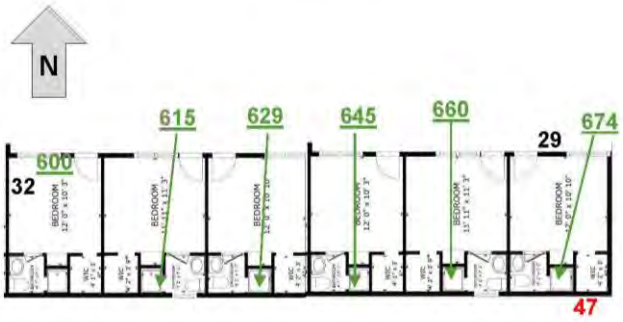


LEGEND

= Lead Sample (*Only positive samples indicated on map*)
= Asbestos Sample (*Red text indicates sample contains asbestos*)

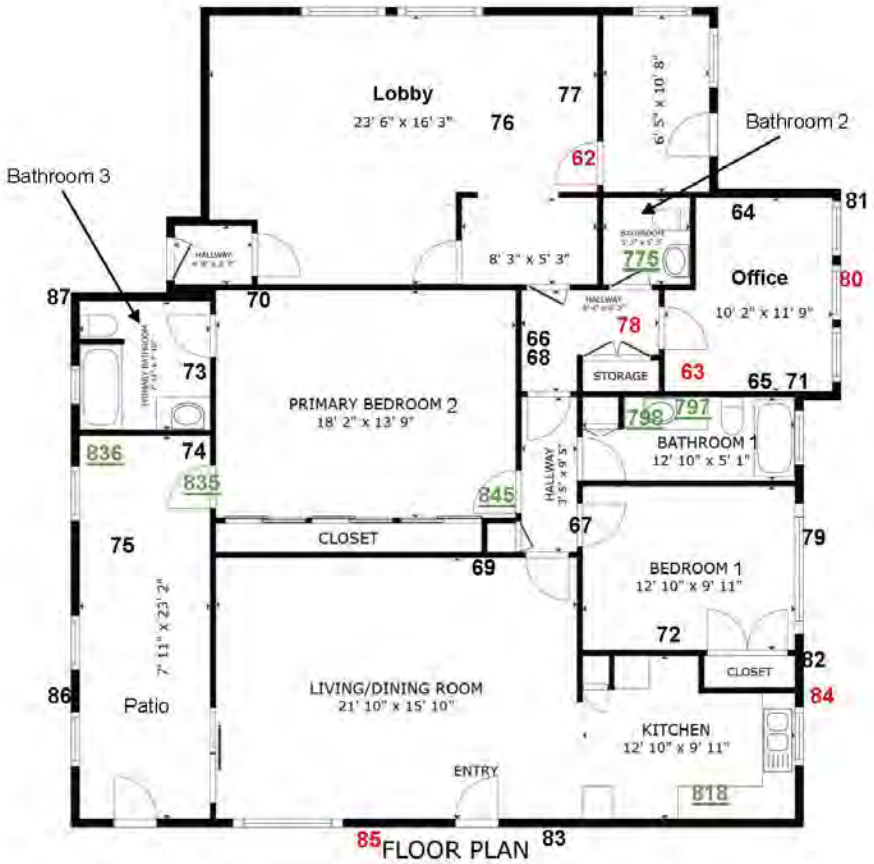

Building 2
20
325
331
19
357
355
371
384
21
422
22
419
Storage
30
26
40
41
49
Rooms 20 and 21
inaccessible
N
LEGEND
= Lead Sample (Only positive samples indicated on map)
= Asbestos Sample (Red text indicates sample contains asbestos)
35
27
457
472
475
38
34
502
515
526
542
558
559
28
39
42
31
36
33
486
497
46 45 48
44 43

Building 3



LEGEND
= Lead Sample (*Only positive samples indicated on map*)
= Asbestos Sample (*Red text indicates sample contains asbestos*)

Front Office Building



LEGEND
= Lead Sample (*Only positive samples indicated on map*)
= Asbestos Sample (*Red text indicates sample contains asbestos*)

N

7. CONCLUSIONS

Based on the visual assessment of materials and the laboratory analysis, the following ACMs have been identified at the subject site:

- The air cell pipe insulation on the water lines in the attic space of all four buildings.
- The black mastic with silver paint on the mudded elbow on the water lines on the exterior of the guest room buildings.
- The 2" pipe mudded elbows in the mechanical rooms in Building 1.
- Black roof penetration mastics on the roof of the mechanical rooms and on the roof of the front office building.
- The gray gasket material in the flange on top of the boiler in mechanical room 2.
- The 9" x 9" floor tile and associated black mastic in the office and lobby areas of the front office building.
- The transite vent pipe above the water heater closet in the front office building is assumed to contain more than 1% asbestos.
- The window putty on the south windows of the front office building has been determined to contain less than 1% asbestos.

Materials containing less than 1% asbestos should be verified by point-count method. In lieu, of point count analysis Pillar EHS Solutions, Inc. recommends that the material is handled as asbestos containing material (containing >1% asbestos).

Based on the visual assessment of materials and the XRF data, lead-based paint has been identified at the subject site on various doors, door jambs, cabinets, eaves, angled support beams, and one wall. Ceramic tiles with lead-based glaze were identified in multiple guest rooms and in the front office building. *See Table 2 for a list of all components containing more than 1 mg/cm$^{2.}$*

8. RECOMMENDATIONS

8.1 ASBESTOS RECOMMENDATIONS

Performing demolition or renovation activities where asbestos is present could release asbestos fibers into the environment and expose workers and/or building occupants to potential health risk. If work activity requires disturbance of asbestos containing materials, then the affected materials should be handled and removed by qualified individuals using appropriate work practices consistent with 8 CCR §1529.

Contractors disturbing materials that contain any amount of asbestos are subject to 8 CCR §1529, including at a minimum: exposure monitoring, use of HEPA equipped vacuum cleaners, wet methods, and prompt clean up, and proper labeling of waste containers. Additionally, depending on employee exposure levels, asbestos concentrations in the material, and Cal/OSHA work classifications, required work practices may include regulated areas, additional engineering controls, respiratory protection, protective clothing, supervision by a competent person, hazard communications, training, and notification. Additionally, any contractor that disturbs more than 100 square feet of asbestos containing construction materials (ACCM) shall be registered with the Division of Occupational Safety and Health. Consult with the proper state, county, and local departments and secure all appropriate permits before disturbing any asbestos.

According to the EPA's National Emissions Standard for Hazardous Air Pollutants (NESHAP), all Regulated Asbestos Containing Material (RACM) shall be removed prior to any demolition or renovation activity that would break up, dislodge, or similarly disturb asbestos containing materials. Additionally, proper notifications shall be made to the local air quality management or air pollution control district prior to the start of work.

If previously unidentified suspect ACMs are encountered during work activity, construction personnel/contractors should be instructed to immediately cease work activities that may initiate a fiber release episode until the material can be assessed and a determination of asbestos content is made.

8.2 Lead-Based Paint Recommendations

All identified lead-based paint should be kept in good condition by regularly inspecting the paint and repainting as needed to prevent flaking, peeling, excessive chalking, or other forms of deterioration. Friction and/or impact surfaces, such as doors, door frames, and windows, should have lead-based paint removed or the component should be replaced to prevent future lead hazards from developing. Any work impacting the identified lead-based paint should be performed where applicable, in accordance with:

- California Department of Public Health Title 17, California Code of Regulations, Division 1, Chapter 8
- EPA Renovation, Repair, and Painting Program, and
- All other applicable federal, state, and local laws.

Lead-based paint is a term used for categorizing paint in public or residential buildings and is defined in by the State of California as paint containing 1.0 mg/cm^2 of lead or more. Paint may contain lead at concentrations that are not considered “lead-based paint”. The provisions set forth in CCR Title 8, Cal/OSHA Construction Safety Orders Lead Section 1532.1, should be followed during construction, alteration, or repair, of equipment or components coated with paint containing any amount of lead. Section (d)(4) of the regulation stipulates that objective data which demonstrate that lead surface coatings are under 600 ppm by weight can be used in lieu of initial exposure monitoring only if work practices do not include the use of the “trigger tasks” highlighted in Section (d)(2). Performing tasks such as manual scraping or demolition, cutting and torch burning may require the use of qualified, trained personnel. Additional safety precautions may include medical surveillance, respiratory protection, and exposure assessments based on work practices.

9. LIMITATIONS

Pillar EHS Solutions, Inc. (Pillar) considers the findings and conclusions provided in this report are reasonable. The professional opinions and recommendations provided herein have been made in accordance with generally accepted principles and practices as applied by similar professionals in the community at the time preparation. Pillar does not accept responsibility for any changes in the state of the art or in applicable regulations.

The information reported herein is considered sufficient in detail and scope to determine the presence, condition, and hazard potential of accessible and/or exposed asbestos-containing materials. The results are limited to the samples taken and the locations sampled.

There is a possibility that conditions may exist which could not be identified within the scope of the survey or were not apparent during the site visit. This survey covered only those areas that were included in the scope and/or physically accessible to the inspector at the time of the survey. Suspect materials not identified or sampled during the survey may be hazardous and should be treated as asbestos containing, until sampled and analyzed. The survey is also limited to the information available from the client at the time it was conducted. No other warranties are implied or expressed.

10. SIGNATURES

The survey was conducted, and report prepared by:

Ryan Hester, MS, CIH, CSP
Certified Asbestos Consultant No. 11-4835
Lead Inspector/Risk Assessor No. LRC-00001949
Principal Consultant
Pillar EHS Solutions, Inc.









11. APPENDICES

11.1 ASBESTOS LABORATORY RESULTS

eurofins | Built Environment Testing

PILLAR EHS SOLUTIONS

Report for:

Ryan Hester, MS, CIH, CSP
Pillar EHS Solutions
9003 Del Palma Dr
Bakersfield, CA 93314

Regarding: Eurofins EPK Built Environment Testing, LLC
Project: 901 Union Ave., Bakersfield, CA; Asbestos Survey
EML ID: 3763570

Approved by:

Approved Signatory
Roshanak Kalantari

Dates of Analysis:
Asbestos PLM: 09-04-2024

Service SOPs: Asbestos PLM (EPA 40CFR App E to Sub E of Part 763 & EPA METHOD 600/R-93-116, SOP EM-AS-S-1267)
NVLAP Lab Code 200945-0

All samples were received in acceptable condition unless noted in the Report Comments portion in the body of the report. The results relate only to the samples as received and tested. The results include an inherent uncertainty of measurement associated with estimating percentages by polarized light microscopy. Measurement uncertainty data for sample results with >1% asbestos concentration can be provided when requested.

Eurofins EPK Built Environment Testing, LLC ("the Company"), a member of the Eurofins Built Environment Testing group of companies, shall have no liability to the client or the client's customer with respect to decisions or recommendations made, actions taken or courses of conduct implemented by either the client or the client's customer as a result of or based upon the Test Results. In no event shall the Company be liable to the client with respect to the Test Results except for the Company's own willful misconduct or gross negligence nor shall the Company be liable for incidental or consequential damages or lost profits or revenues to the fullest extent such liability may be disclaimed by law, even if the Company has been advised of the possibility of such damages, lost profits or lost revenues. In no event shall the Company's liability with respect to the Test Results exceed the amount paid to the Company by the client therefor.

Eurofins EPK Built Environment Testing, LLC
EMLab ID: 3763570, Page 1 of 27

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Total Samples Submitted:	87
Total Samples Analyzed:	84
Total Samples with Layer Asbestos Content > 1%:	12

Location: 901-01, Texture/plaster/button brd Lab ID-Version‡: 18548913-1

Sample Layers	Asbestos Content
Light Green Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-02, Tile/grout/thinset Lab ID-Version‡: 18548914-1

Sample Layers	Asbestos Content
Brown Tile	ND
Dark Gray Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-03, Drywall/joint compound Lab ID-Version‡: 18548915-1

Sample Layers	Asbestos Content
White Non-Fibrous Material	ND
White Joint Compound (Trace)	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-04, Joint compound

Lab ID-Version‡: 18548916-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	5% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-05, Tile/thinset/grout

Lab ID-Version‡: 18548917-1

Sample Layers	Asbestos Content
Brown Tile	ND
Dark Brown Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-06, Tile/thinset/grout

Lab ID-Version‡: 18548918-1

Sample Layers	Asbestos Content
Gray Tile	ND
Gray Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-07, Texture/plaster/button brd

Lab ID-Version‡: 18548919-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-08, Tile/grout/thinset

Lab ID-Version‡: 18548920-1

Sample Layers	Asbestos Content
Tan Tile	ND
Brown Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-09, Drywall/joint comp Lab ID-Version‡: 18548921-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-10, Joint comp Lab ID-Version‡: 18548922-1

Sample Layers	Asbestos Content
White Joint Compound	ND
Composite Non-Asbestos Content:	2% Cellulose
Sample Composite Homogeneity:	Good

Location: 901-11, Vinyl floor tile Lab ID-Version‡: 18548923-1

Sample Layers	Asbestos Content
Brown Floor Tile	ND
Black Mastic	ND
Sample Composite Homogeneity:	Moderate

Location: 901-12, VFT Lab ID-Version‡: 18548924-1

Sample Layers	Asbestos Content
Brown Floor Tile	ND
Transparent Mastic	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-13, Tile/grout/thinset

Lab ID-Version‡: 18548925-1

Sample Layers	Asbestos Content
Tan Tile	ND
Dark Brown Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-14, Texture/plaster/button brd

Lab ID-Version‡: 18548926-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-15, Drywall/joint comp

Lab ID-Version‡: 18548927-1

Sample Layers	Asbestos Content
White Compound	ND
Cream Tape	ND
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	15% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-16, Tile/grout/thinset

Lab ID-Version‡: 18548928-1

Sample Layers	Asbestos Content
Black Tile	ND
Black Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-17, Tile/grout/thinset Lab ID-Version‡: 18548929-1

Sample Layers	Asbestos Content
Gray Tile	ND
White Grout	ND
Gray Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-18, Tile/grout/thinset Lab ID-Version‡: 18548930-1

Sample Layers	Asbestos Content
Orange Tile	ND
White Grout	ND
Gray Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-19, Tile/grout/thinset Lab ID-Version‡: 18548931-1

Sample Layers	Asbestos Content
Black Tile	ND
Black Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-20, Drywall/joint comp Lab ID-Version‡: 18548932-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-21, Texture/plaster Lab ID-Version‡: 18548933-1

Sample Layers	Asbestos Content
Off-White Texture	ND
Light Gray Plaster	ND
Sample Composite Homogeneity:	Moderate

Location: 901-22, Tile/grout Lab ID-Version‡: 18548934-1

Sample Layers	Asbestos Content
Black Tile	ND
Black Grout	ND
Sample Composite Homogeneity:	Moderate

Location: 901-23, Stucco (multiple layers) Lab ID-Version‡: 18548935-1

Sample Layers	Asbestos Content
White Stucco	ND
Gray Cementitious Material	ND
Beige Stucco	ND
Dark Gray Cementitious Material	ND
Sample Composite Homogeneity:	Moderate

Location: 901-24, Stucco (multiple layers) Lab ID-Version‡: 18548936-1

Sample Layers	Asbestos Content
White Stucco	ND
Gray Cementitious Material	ND
Beige Stucco	ND
Light Gray Cementitious Material	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-25, Stucco (multiple layers)

Lab ID-Version‡: 18548937-1

Sample Layers	Asbestos Content
White Stucco	ND
Gray Cementitious Material	ND
Sample Composite Homogeneity:	Moderate

Location: 901-26, Stucco (multiple layers)

Lab ID-Version‡: 18548938-1

Sample Layers	Asbestos Content
White Stucco	ND
Gray Cementitious Material	ND
Brown Cementitious Material	ND
Sample Composite Homogeneity:	Moderate

Location: 901-27, Stucco (multiple layers)

Lab ID-Version‡: 18548939-1

Sample Layers	Asbestos Content
White Stucco	ND
Light Gray Cementitious Material	ND
Beige Stucco	ND
Gray Cementitious Material	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-28, Stucco (multiple layers) w/paper

Lab ID-Version‡: 18548940-1

Sample Layers	Asbestos Content
White Stucco	ND
Gray Cementitious Material 1	ND
Brown Stucco	ND
Gray Cementitious Material 2	ND
Beige Stucco	ND
Gray Cementitious Material 3	ND
Dark Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Poor

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-29, Stucco (multiple layers) w/paper

Lab ID-Version‡: 18548941-1

Sample Layers	Asbestos Content
Brown Stucco	ND
White Stucco	ND
Gray Cementitious Material 1	ND
Beige Stucco	ND
Gray Cementitious Material 2	ND
Dark Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Poor

Location: 901-30, Texture/plaster/button brd

Lab ID-Version‡: 18548942-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-31, Texture/plaster/button brd

Lab ID-Version‡: 18548943-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-32, Texture/plaster/button brd

Lab ID-Version‡: 18548944-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-33, Tile/grout/thinset

Lab ID-Version‡: 18548945-1

Sample Layers	Asbestos Content
Beige Ceramic Tile	ND
White Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-34, Tile/grout/thinset

Lab ID-Version‡: 18548946-1

Sample Layers	Asbestos Content
Black Ceramic Tile	ND
White Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-35, Drywall/joint comp

Lab ID-Version‡: 18548947-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-36, Drywall/joint comp

Lab ID-Version‡: 18548948-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-37, Drywall/joint comp Lab ID-Version‡: 18548949-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-38, Tile/grout/thinset Lab ID-Version‡: 18548950-1

Sample Layers	Asbestos Content
Brown Tile	ND
Brown Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-39, Tile/grout/thinset Lab ID-Version‡: 18548951-1

Sample Layers	Asbestos Content
Brown Tile	ND
Dark Brown Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-40, Air cell pipe wrap positive stop Lab ID-Version‡: 18548952-1

Sample Layers	Asbestos Content
Black Wrap	55% Chrysotile
Sample Composite Homogeneity:	Good

Comments: Samples 901-41 and 901-42 were not analyzed due to prior positive series.

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-43, Pipe wrap/silver paint positive stop Lab ID-Version‡: 18548955-1

Sample Layers	Asbestos Content
Silver Paint	ND
Dark Brown Wrap	ND
Composite Non-Asbestos Content:	45% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-44, Mudded elbow positive stop Lab ID-Version‡: 18548956-1

Sample Layers	Asbestos Content
Gray Insulation	ND
Composite Non-Asbestos Content:	10% Glass Fibers
Sample Composite Homogeneity:	Good

Location: 901-45, Pipe wrap/silver paint positive stop Lab ID-Version‡: 18548957-1

Sample Layers	Asbestos Content
Silver Paint	ND
Dark Brown Wrap	ND
Composite Non-Asbestos Content:	45% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-46, Mudded elbow positive stop Lab ID-Version‡: 18548958-1

Sample Layers	Asbestos Content
Black Mastic with Silver Paint	2% Chrysotile
Gray Insulation	ND
Composite Non-Asbestos Content:	10% Glass Fibers
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-47, Mudded elbow positive stop Lab ID-Version‡: 18548959-1

Sample Layers	Asbestos Content
Gray Insulation	ND
Composite Non-Asbestos Content:	10% Glass Fibers
Sample Composite Homogeneity:	Good

Comments: Black Mastic with Silver Paint was not analyzed due to prior positive series.

Location: 901-48, Roof tile/felt Lab ID-Version‡: 18548960-1

Sample Layers	Asbestos Content
Red Tile	ND
Black Roofing Felt	ND
Composite Non-Asbestos Content:	20% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-49, Roof tile/felt Lab ID-Version‡: 18548961-1

Sample Layers	Asbestos Content
Red Tile	ND
Black Roofing Felt	ND
Composite Non-Asbestos Content:	20% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-50, Roof tile/felt Lab ID-Version‡: 18548962-1

Sample Layers	Asbestos Content
Red Tile	ND
Black Roofing Felt	ND
Composite Non-Asbestos Content:	20% Cellulose
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-51, Pipe wrap/mudded elbow — Lab ID-Version‡: 18548963-1

Sample Layers	Asbestos Content
Dark Brown Wrap with Silver Foil	ND
Off-White Insulation	15% Chrysotile
Gray Insulation	ND
Composite Non-Asbestos Content:	15% Glass Fibers 10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-52, Pipe wrap/mudded elbow — Lab ID-Version‡: 18548964-1

Sample Layers	Asbestos Content
Dark Brown Wrap with Silver Foil	ND
Off-White Insulation	15% Chrysotile
Gray Insulation	ND
Composite Non-Asbestos Content:	15% Glass Fibers 10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-53, Modded elbow — Lab ID-Version‡: 18548965-1

Sample Layers	Asbestos Content
Off-White Insulation	15% Chrysotile
Gray Insulation	ND
Composite Non-Asbestos Content:	15% Glass Fibers
Sample Composite Homogeneity:	Moderate

Location: 901-54, Shingle/felt/mastic — Lab ID-Version‡: 18548966-1

Sample Layers	Asbestos Content
Black Roofing Shingle with Multicolored Pebbles	ND
Black Roofing Felt	ND
Black Roofing Mastic	4% Chrysotile
Composite Non-Asbestos Content:	15% Cellulose 10% Glass Fibers
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-55, Shingle/felt/mastic

Lab ID-Version‡: 18548967-1

Sample Layers	Asbestos Content
Black Roofing Shingle with Multicolored Pebbles	ND
Black Roofing Felt	ND
Black Roofing Mastic	4% Chrysotile
Composite Non-Asbestos Content:	15% Cellulose 10% Glass Fibers
Sample Composite Homogeneity:	Moderate

Location: 901-56, Roof tile mortar

Lab ID-Version‡: 18548968-1

Sample Layers	Asbestos Content
Red Tile	ND
Gray Mortar	ND
Sample Composite Homogeneity:	Moderate

Location: 901-57, Roof tile mortar

Lab ID-Version‡: 18548969-1

Sample Layers	Asbestos Content
Red Tile	ND
Gray Mortar	ND
Sample Composite Homogeneity:	Moderate

Location: 901-58, Gray gasket

Lab ID-Version‡: 18548970-1

Sample Layers	Asbestos Content
Dark Gray Gasket	15% Chrysotile
Sample Composite Homogeneity:	Good

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-59, White refractory positive stop Lab ID-Version‡: 18548971-1

Sample Layers	Asbestos Content
Off-White Compound	ND
Composite Non-Asbestos Content:	3% Vermiculite
Sample Composite Homogeneity:	Good

Location: 901-60, White refractory positive stop Lab ID-Version‡: 18548972-1

Sample Layers	Asbestos Content
Off-White Compound	ND
Composite Non-Asbestos Content:	3% Vermiculite
Sample Composite Homogeneity:	Good

Location: 901-61, White refractory Lab ID-Version‡: 18548973-1

Sample Layers	Asbestos Content
Off-White Compound	ND
Composite Non-Asbestos Content:	3% Vermiculite
Sample Composite Homogeneity:	Good

Location: 901-62, 9x9 floor tile/mastic positive stop Lab ID-Version‡: 18548974-1

Sample Layers	Asbestos Content
Brown Floor Tile	3% Chrysotile
Black Mastic	2% Chrysotile
Sample Composite Homogeneity:	Moderate

Comments: Sample 901-63 was not analyzed due to prior positive series.

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-64, Cove base — Lab ID-Version‡: 18548976-1

Sample Layers	Asbestos Content
Brown Cove Base	ND
Sample Composite Homogeneity:	Good

Location: 901-65, Cove base — Lab ID-Version‡: 18548977-1

Sample Layers	Asbestos Content
Brown Cove Base	ND
Sample Composite Homogeneity:	Good

Location: 901-66, Tile/grout/thinset — Lab ID-Version‡: 18548978-1

Sample Layers	Asbestos Content
Tan Tile	ND
Brown Grout	ND
White Thinset	ND
Sample Composite Homogeneity:	Moderate

Location: 901-67, Tile/grout/thinset — Lab ID-Version‡: 18548979-1

Sample Layers	Asbestos Content
Tan Tile	ND
Brown Grout	ND
Gray Thinset	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-68, Texture/plaster/button brd Lab ID-Version‡: 18548980-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-69, Texture/plaster/button brd Lab ID-Version‡: 18548981-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-70, Texture/plaster/button brd Lab ID-Version‡: 18548982-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-71, Texture/plaster Lab ID-Version‡: 18548983-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-72, Texture/plaster Lab ID-Version‡: 18548984-1

Sample Layers	Asbestos Content
White Texture	ND
Light Gray Plaster	ND
Sample Composite Homogeneity:	Moderate

Location: 901-73, Drywall/joint comp positive stop joint comp Lab ID-Version‡: 18548985-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-74, Drywall/joint comp positive stop joint comp Lab ID-Version‡: 18548986-1

Sample Layers	Asbestos Content
White Joint Compound	ND
White Drywall with Brown Paper	ND
Composite Non-Asbestos Content:	10% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-75, Joint comp positive stop joint comp Lab ID-Version‡: 18548987-1

Sample Layers	Asbestos Content
White Joint Compound	ND
Sample Composite Homogeneity:	Good

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-76, Ceiling tile/mastic

Lab ID-Version‡: 18548988-1

Sample Layers	Asbestos Content
Brown Ceiling Tile with White Surface	ND
Brown Mastic	ND
Composite Non-Asbestos Content:	70% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-77, Ceiling tile/mastic

Lab ID-Version‡: 18548989-1

Sample Layers	Asbestos Content
Brown Ceiling Tile with White Surface	ND
Brown Mastic	ND
Composite Non-Asbestos Content:	70% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-78, Air cell pipe wrap

Lab ID-Version‡: 18548990-1

Sample Layers	Asbestos Content
Gray Wrap	65% Chrysotile
Gray Woven Material	ND
Composite Non-Asbestos Content:	15% Cotton 5% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-79, Window putty positive stop

Lab ID-Version‡: 18548991-1

Sample Layers	Asbestos Content
White Window Putty	ND
Sample Composite Homogeneity:	Good

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-80, Window putty positive stop

Lab ID-Version‡: 18548992-1

Sample Layers	Asbestos Content
Beige Window Putty	< 1% Chrysotile
Sample Composite Homogeneity:	Good

Location: 901-81, Stucco

Lab ID-Version‡: 18548993-1

Sample Layers	Asbestos Content
Beige Stucco	ND
Gray Stucco	ND
Composite Non-Asbestos Content:	< 1% Synthetic Fibers
Sample Composite Homogeneity:	Moderate

Location: 901-82, Stucco/paper

Lab ID-Version‡: 18548994-1

Sample Layers	Asbestos Content
Beige Stucco	ND
Gray Stucco	ND
Brown Paper	ND
Composite Non-Asbestos Content:	15% Cellulose < 1% Synthetic Fibers
Sample Composite Homogeneity:	Moderate

Location: 901-83, Stucco/paper

Lab ID-Version‡: 18548995-1

Sample Layers	Asbestos Content
Beige Stucco	ND
Gray Stucco	ND
Brown Paper	ND
Composite Non-Asbestos Content:	15% Cellulose < 1% Synthetic Fibers
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-84, Roof tile/mastic/felt

Lab ID-Version‡: 18548996-1

Sample Layers	Asbestos Content
Gray Tile with Red Surface	ND
Gray/Black Roofing Mastic	4% Chrysotile
Black Roofing Felt	ND
Composite Non-Asbestos Content:	20% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-85, Roof tile/mastic/felt

Lab ID-Version‡: 18548997-1

Sample Layers	Asbestos Content
Gray Tile with Red Surface	ND
Gray/Black Roofing Mastic	4% Chrysotile
Black Roofing Felt	ND
Composite Non-Asbestos Content:	20% Cellulose
Sample Composite Homogeneity:	Moderate

Location: 901-86, Shingle/felt 1/shingle 2/

Lab ID-Version‡: 18548998-1

Sample Layers	Asbestos Content
Black Roofing Shingle with Brown Pebbles	ND
Black Roofing Felt	ND
Black Roofing Shingle with Gray Pebbles	ND
Composite Non-Asbestos Content:	20% Cellulose 15% Glass Fibers
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Location: 901-87, Shingle/felt 1/shingle 2/felt 2

Lab ID-Version‡: 18548999-1

Sample Layers	Asbestos Content
Black Roofing Shingle with Brown Pebbles	ND
Black Roofing Felt 1	ND
Black Roofing Shingle with Gray Pebbles	ND
Black Roofing Felt 2	ND
Composite Non-Asbestos Content:	25% Cellulose 15% Glass Fibers
Sample Composite Homogeneity:	Moderate

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

All components not quantified as asbestos content and non-asbestos content are considered to be non-fibrous matrix components. Matrix components may include, but are not limited to, gypsum, paint, silicate minerals, vinyl, binder, calcium carbonate, tar, and foam.

Inhomogeneous samples are separated into homogeneous subsamples and analyzed individually. ND means no fibers were detected. When detected, the minimum detection and reporting limit is less than 1% unless point counting is performed. Floor tile samples may contain large amounts of interference material and it is recommended that the sample be analyzed by gravimetric point count analysis to lower the detection limit and to aid in asbestos identification.
‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Eurofins EPK Built Environment Testing, LLC
1010 N Central Avenue, Suite 460, Glendale, CA 91202
(833) 465-5857 www.eurofinsus.com/Built

Client: Pillar EHS Solutions
C/O: Ryan Hester, MS, CIH, CSP
Re: 901 Union Ave., Bakersfield, CA; Asbestos Survey

Date of Receipt: 08-29-2024
Date of Report: 09-04-2024

ASBESTOS PLM REPORT

Total Samples Submitted:	87
Total Samples Analyzed:	84
Total Samples Not Analyzed:	3

901-41, Air cell pipe wrap positive stop Lab ID-Version‡: 18548953-0

NOT ANALYZED	POSITIVE STOP

901-42, Air cell pipe wrap positive stop Lab ID-Version‡: 18548954-0

NOT ANALYZED	POSITIVE STOP

901-63, 9x9 floor tile/mastic positive stop Lab ID-Version‡: 18548975-0

NOT ANALYZED	POSITIVE STOP

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

Sample results described as "Positive Stop" were not analyzed because the previous sample layer(s) contained asbestos >1%. Sample results described as "Sample Bag Empty" were not analyzed because while the sample bag was submitted it did not contain a discernible sample. Sample results described as "No Sample Submitted" were not analyzed because the sample bag was not submitted with the project. Sample results described as "Insufficient Sample" were not analyzed because while the sample was submitted for analysis, there was insufficient material present to analyze the sample confidently. Sample results described as "Per Client Request" were submitted to the laboratory but not analyzed because the laboratory was requested to hold the sample.

‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

CHAIN OF CUSTODY

eurofins | EMLab P&K

www.eurofinsus.com/Built

East: (866) 871-1984
Central: (800) 651-4802
West: (866) 888-5653

WEATHER: None | Fog | Rain | Snow | Wind | Clear
LEVEL: Light | Moderate | Heavy

CONTACT INFORMATION

Company:	Pillar EHS Solutions, Inc.	Address:	9003 Del Palma Dr., Bakersfield, CA 93314
Contact:	Ryan Hester	Special Instructions:	
Phone:	661-885-5729		

PROJECT INFORMATION

Project ID:	901 Union Ave., Bakersfield, CA		
Project Description:	Asbestos Survey		
Project Zip Code:	93307	Sampling Date/Time:	8/26/24-8/28/24
PO Number:		Sampled By:	Ryan Hester

TURN AROUND TIME CODES - (TAT)

STD - Standard (Default)
ND - Next Business Day
SD - Same Business Day
WH - Weekend/Holiday/ASAP

Rushes received after 2pm or on weekends, will be considered received the next business day. Please alert us in advance of weekend analysis needs.

SAMPLE ID	DESCRIPTION	Sample Type (Below)	TAT (Above)	Total Volume/Area (as applicable)	NOTES (Time of day, Temp, Rpt, etc.)
901-01	Texture/Plaster/Button B.d.	B	STD		
901-02	Tile/Grout/Thinset				
901-03	Drywall/Joint Compound				
901-04	Joint Compound				
901-05	Tile/Thinset/Grout				
901-06	Tile/Thinset/Grout				
901-07	Texture/Plaster/Button B.d.				
901-08	Tile/Grout/Thinset				
901-09	Drywall/Joint Comp.				
901-10	Vinyl Floor Tile Joint Comp.				
901-11	Vinyl Floor Tile				
901-12	~~Tile/Grout/Thinset~~ VFT				
901-13	Tile/Grout/Thinset				
901-14	Texture/Plaster/Button B.d.				
901-15	Drywall/Joint Comp.				

SAMPLE TYPE CODES

BC - BioCassette™	CP - Contact Plate	T - Tape	O - Other:
AS - Andersen	ST - Spore Trap	SW - Swab	
SAS - Surface Air Sampler	B - Bulk	SO - Soil	
NP - Non-potable Water	P - Potable Water	D - Dust	

RELINQUISHED BY

Ryan Hester

DATE & TIME

8/28/24 4:30PM

RECEIVED BY

Raymond Baker

DATE & TIME

AUG 29 2024 9:30A

REQUESTED SERVICES

00376370

Non-Culturable	Spore Trap	Spore Trap Analysis
	Tape, Swab, Bulk	Other biological particles - supplement
		Direct Microscopic Exam (Qualitative)
		Quantitative spore count direct exam
		Dust Characterization
Culturable	BioCassette™, Andersen, SAS, Swab, Water, Bulk, Dust, Soil, Contact Plate	1-Media Surface Fungi (Genus ID + *Asp.* spp.)
		Culturable Air Fungi (Genus ID + *Asp.* spp.)
		Gram Stain and Counts (Culturable Air and Surface Bacteria)
		Legionella culture
		Total Coliform, *E.coli* (Presence/Absence)
		QuantiTray-Sewage Screen
		OTHER: (please specify test)

Asbestos in Air - PCM Airborne Fiber Count (NIOSH 7400)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Asbestos Bulk - PLM										X	X	X	X	X	X
Lead (Pb) - Flame AA										X	X	X	X	X	X
PCR (please specify test)															
Allergens (please specify test)															
Combustion by-products by PLM															

By submitting this Chain of Custody, you agree to be bound by the terms and conditions set forth at https://cdnmedia.eurofins.com/eurofins-us/media/12158167/eepk-termsandconditions.pdf
©COPYRIGHT 2022 EUROFINS EPK BUILT ENVIRONMENT TESTING, LLC

EM-CS-F-1192 , R34, May 2022; Page 1 of 6

CHAIN OF CUSTODY

eurofins

EMLab P&K

www.eurofinsus.com/Built

East: (866) 871-1984
Central: (800) 651-4802
West: (866) 888-6653

WEATHER	Fog	Rain	Snow	Wind	Clear
None					
Light					
Moderate					
Heavy					

LEVEL

REQUESTED SER

003763570

CONTACT INFORMATION

Company:	Pillar EHS Solutions, Inc.	Address:	9003 Del Palma Dr., Bakersfield, CA 93314
Contact:	Ryan Hester	Special Instructions:	
Phone:	661-885-5729		

PROJECT INFORMATION

Project ID:	901 Union Ave., Bakersfield, CA		
Project Description:	Asbestos Survey	Sampling Date/Time:	8/26/24-8/28/24
Project Zip Code:	93307	Sampled By:	Ryan Hester
PO Number:			

TURN AROUND TIME CODES - (TAT)

STD - Standard (Default)
ND - Next Business Day
SD - Same Business Day
WH - Weekend/Holiday/ASAP

Rushes received after 2pm or on weekends, will be considered received the next business day. Please alert us in advance of weekend analysis needs.

SAMPLE ID	DESCRIPTION	Sample Type (Below)	TAT (Above)	Total Volume/Area (as applicable)	NOTES (Time of day, Temp, RH, etc.)
901-16	Tile / Grout / Thinset	B	STD		
901-17					
901-18					
901-19					
901-20	Drywall / Joint Comp				
901-21	Texture / Plaster				
901-22	Tile / Grout				
901-23	Stucco (multiple layers)				
901-24					
901-25					
901-26					
901-27					
901-28	w/ Paper				
901-29	w/ Paper				
901-30	Texture / plaster / Brick w/ Brick				

SAMPLE TYPE CODES

BC - BioCassette™	CP - Contact Plate	T - Tape	O - Other:
AIS - Andersen	ST - Spore Trap	SW - Swab	
SAS - Surface Air Sampler	B - Bulk	SO - Soil	
NP - Non-potable Water	P - Potable Water	D - Dust	

	Spore Trap	Non-Culturable: Tape, Swab, Bulk	Culturable: BioCassette™, Andersen Swab, Water, Bulk, Dust, Contact Plate
Spore Trap Analysis			
Other biological particles - supplement			
Direct Microscopic Exam (Qualitative)			
Quantitative spore count direct exam			
Dust Characterization			
1-Media Surface Fungi (Genus ID + *Asp.* spp.)			
Culturable Air Fungi (Genus ID + *Asp.* spp.)			
Gram Stain and Counts (Culturable Air and Surface Bacteria)			
Legionella culture			
Total Coliform, *E.coli* (Presence/Absence)			
QuantiTray-Sewage Screen			
OTHER: (please specify test)			
Asbestos in Air - PCM Airborne Fiber Count (NIOSH 7400)			X
Asbestos Bulk - PLM			X
Lead (Pb) - Flame AA			X
PCR (please specify test)			X
Allergens (please specify test)			X
Combustion by-products by PLM			X

RELINQUISHED BY	DATE & TIME	RECEIVED BY	DATE & TIME
	8/28/24 4:30PM	Raymond Dalton	9:30 AUG 29 2024

By submitting this Chain of Custody, you agree to be bound by the terms and conditions set forth at https://cdnmedia.eurofins.com/eurofins-us/media/12158187/eepk-termsandconditions.pdf

©COPYRIGHT 2022 EUROFINS EPK BUILT ENVIRONMENT TESTING, LLC

EM-CS-F-1192, R34, May 2022. Page 2 of 6

CHAIN OF CUSTODY

eurofins | EMLab P&K

www.eurofinsus.com/Built

East: (856) 871-1984
Central: (800) 651-4802
West: (866) 888-6653

WEATHER	Fog	Rain	Snow	Wind	Clear
None					
LEVEL					
Light					
Moderate					
Heavy					

CONTACT INFORMATION

Company:	Pillar EHS Solutions, Inc.	Address:	9003 Del Palma Dr., Bakersfield, CA 93314
Contact:	Ryan Hester	Special Instructions:	
Phone:	661-885-5729		

PROJECT INFORMATION

Project ID:	901 Union Ave., Bakersfield, CA		
Project Description:	Asbestos Survey		
Project Zip Code:	93307	Sampling Date/Time:	8/26/24-8/28/24
PO Number:		Sampled By:	Ryan Hester

TURN AROUND TIME CODES - (TAT)

STD - Standard (Default)
ND - Next Business Day
SD - Same Business Day
WH - Weekend/Holiday/ASAP

Rushes received after 2pm or on weekends, will be considered received the next business day. Please alert us in advance of weekend analysis needs.

SAMPLE ID	DESCRIPTION	Sample Type (Below)	TAT (Above)	Total Volume/Area (as applicable)	NOTES (Time of day, Temp, RH, etc.)
901-31	Texture/Plaster/Button Board	B	STD		
901-32	↓ ↓	↓	↓		
901-33	Tile/Grout/Thinset				
901-34	↓ ↓ ↓				
901-35	Drywall/Joint Comp.				
901-36	↓ ↓				
901-37	↓ ↓				
901-38	Tile/Grout/Thinset				Positive Stop
901-39	↓ ↓				↓
901-40	Air Cell Pipe Wrap				Positive Stop
901-41	↓ ↓				Positive Stop
901-42	↓ ↓				Positive Stop
901-43	Pipe Wrap/Silver Paint				
901-44	Mudded Elbow				
901-45	Pipe Wrap/Silver Paint	↓	↓		

SAMPLE TYPE CODES

BC - BioCassette™	CP - Contact Plate	T - Tape	O - Other:
AIS - Andersen	ST - Spore Trap	SW - Swab	
SAS - Surface Air Sampler	B - Bulk	SO - Soil	
NP - Non-potable Water	P - Potable Water	D - Dust	

RELINQUISHED BY — DATE & TIME: 8/28/24 4:30 PM

RECEIVED BY — Raymond Dalton — DATE & TIME: 9:30 AM AUG 29 2024

REQUESTED

00376370

Non-Culturable	Spore Trap	Spore Trap Analysis
	Tape, Swab, Bulk	Other biological particles - supplement
		Direct Microscopic Exam (Qualitative)
		Quantitative spore count direct exam
		Dust Characterization
Culturable	BioCassette™, Ando. Swab, Water, Bulk, Dust, Soil Contact Plate	1-Media Surface Fungi (Genus ID + *Asp.* spp.)
		Culturable Air Fungi (Genus ID + *Asp.* spp.)
		Gram Stain and Counts (Culturable Air and Surface Bacteria)
		Legionella culture
		Total Coliform, *E.coli* (Presence/Absence)
		QuantiTray-Sewage Screen
		OTHER: (please specify test)
Other Requests		Asbestos in Air - PCM Airborne Fiber Count (NIOSH 7400)
		Asbestos Bulk - PLM
		Lead (Pb) - Flame AA
		PCR (please specify test)
		Allergens (please specify test)
		Combustion by-products by PLM

By submitting this Chain of Custody, you agree to be bound by the terms and conditions set forth at https://cdnmedia.eurofins.com/eurofins-us/media/12158167/eepk-termsandconditions.pdf

©COPYRIGHT 2022 EUROFINS EPK BUILT ENVIRONMENT TESTING, LLC

CHAIN OF CUSTODY

eurofins | EMLab P&K

www.eurofinsus.com/Built

East: (866) 871-1984
Central: (800) 651-4802
West: (866) 888-6653

WEATHER	Fog	Rain	Snow	Wind	Clear
None					
Light					
Moderate					
Heavy					

LEVEL

CONTACT INFORMATION

Company:	Pillar EHS Solutions, Inc.	Address:	9003 Del Palma Dr., Bakersfield, CA 93314
Contact:	Ryan Hester	Special Instructions:	
Phone:	661-885-5729		

PROJECT INFORMATION

Project ID:	901 Union Ave., Bakersfield, CA		
Project Description:	Asbestos Survey		
Project Zip Code:	93307	Sampling Date/Time:	8/26/24-8/28/24
PO Number:		Sampled By:	Ryan Hester

TURN AROUND TIME CODES - (TAT)

STD - Standard (Default)
ND - Next Business Day
SD - Same Business Day
WH - Weekend/Holiday/ASAP

Rushes received after 2pm or on weekends, will be considered received the next business day. Please alert us in advance of weekend analysis needs.

REQUESTED SER 003763570

SAMPLE ID	DESCRIPTION	Sample Type (Below)	TAT (Above)	Total Volume/Area (as applicable)	NOTES (Time of day, Temp, RH, etc.)	Non-Culturable: Spore Trap	Non-Culturable: Tape, Swab, Bulk	Culturable: BioCassette™, Andersen, Swab, Water, Bulk, Dust, Contact Plate	Asbestos in Air - PCM Airborne Fiber Count (NIOSH 7400)	Asbestos Bulk - PLM	Lead (Pb) - Flame AA	PCR (please specify test)	Allergens (please specify test)	Combustion by-products by PLM
901-46	Mudded Elbow	B	STD		Positive Stop				X	X				
901-47	Mudded Elbow								X	X				
901-48	Roof Tile / Felt								X	X				
901-49	" "								X	X				
901-50	" "								X	X				
901-51	Pipe Wrap / Mudded Elbow								X	X				
901-52	" "								X	X				
901-53	Mudded Elbow								X	X				
901-54	Shingle / Felt / Mastic								X	X				
901-55	" "								X	X				
901-56	Roof Tile Mortar								X	X				
901-57	" "								X	X				
901-58	Gray Gasket								X	X				
901-59	White Refractory								X	X				
901-60	" "				Positive Stop				X	X				

Spore Trap Analysis
Other biological particles - supplement
Direct Microscopic Exam (Qualitative)
Quantitative spore count direct exam
Dust Characterization
1-Media Surface Fungi (Genus ID + *Asp.* spp.)
Culturable Air Fungi (Genus ID + *Asp.* spp.)
Gram Stain and Counts (Culturable Air and Surface Bacteria)
Legionella culture
Total Coliform, *E.coli* (Presence/Absence)
QuantiTray-Sewage Screen
OTHER: (please specify test)

SAMPLE TYPE CODES

BC - BioCassette™	CP - Contact Plate	T - Tape	O - Other:
A1S - Andersen	ST - Spore Trap	SW - Swab	
SAS - Surface Air Sampler	B - Bulk	SO - Soil	
NP - Non-potable Water	P - Potable Water	D - Dust	

RELINQUISHED BY	DATE & TIME
Ryan Hester	8/28/24 4:30 PM

RECEIVED BY	DATE & TIME
Raymond Dalton	9:30A AUG 29 2024

By submitting this Chain of Custody, you agree to be bound by the terms and conditions set forth at https://cdnmedia.eurofins.com/eurofins-us/media/12156167/eephk-termsandconditions.pdf

©COPYRIGHT 2022 EUROFINS EPK BUILT ENVIRONMENT TESTING, LLC

EM-CS-F-1192 , R34, May 2022, Page 1 of 6

CHAIN OF CUSTODY

eurofins | EMLab P&K

www.eurofinsus.com/Built

East: (866) 871-1984
Central: (800) 651-4802
West: (866) 888-6653

WEATHER	Fog	Rain	Snow	Wind	Clear
None					
Light					
Moderate					
Heavy					

LEVEL

CONTACT INFORMATION

Company: Pillar EHS Solutions, Inc.
Address: 9003 Del Palma Dr., Bakersfield, CA 93314
Contact: Ryan Hester
Special Instructions:
Phone: 661-885-5729

PROJECT INFORMATION

Project ID: 901 Union Ave., Bakersfield, CA
Project Description: Asbestos Survey
Project Zip Code: 93307
Sampling Date/Time: 8/26/24-8/28/24
Sampled By: Ryan Hester
PO Number:

TURN AROUND TIME CODES - (TAT)

STD - Standard (Default)
ND - Next Business Day
SD - Same Business Day
WH - Weekend/Holiday/ASAP

Rushes received after 2pm or on weekends, will be considered received the next business day. Please alert us in advance of weekend analysis needs.

SAMPLE ID	DESCRIPTION	Sample Type (Below)	TAT (Above)	Total Volume/Area (as applicable)	NOTES (Time of day, Temp, RH, etc.)
901-61	White Refraction 9x9 Floor Tile/Mastic	B	STD		Positive Stop
901-62	↓				↓
901-63	↓				
901-64	Cove Base				
901-65	↓				
901-66	Tile / Grout / Thinset				
901-67	↓				
901-68	Texture / Plaster / Button Rod				
901-69	↓				
901-70	↓				
901-71	Texture / Plaster				
901-72	↓				
901-73	Drywall / Joint Comp				Positive Stop Joint Comp
901-74	↓				↓
901-75	Joint Comp.				

SAMPLE TYPE CODES

BC - BioCassette™ | CP - Contact Plate | T - Tape | O - Other
A1S - Andersen | ST - Spore Trap | SW - Swab
SAS - Surface Air Sampler | B - Bulk | SO - Soil
NP - Non-potable Water | P - Potable Water | D - Dust

By submitting this Chain of Custody, you agree to be bound by the terms and conditions set forth at https://cdnmedia.eurofins.com/eurofins-us/media/12158167/eepk-termsandconditions.pdf

©COPYRIGHT 2022 EUROFINS EPK BUILT ENVIRONMENT TESTING, LLC

RELINQUISHED BY	DATE & TIME
	8/28/24 4:30 PM

RECEIVED BY	DATE & TIME
Raymond Dalton AUG 29 2024	9:50

REQUESTED SER

003763570

Non-Culturable		Culturable	
Spore Trap	Tape, Swab, Bulk	BioCassette™, Andersen, Swab, Water, Bulk, Dur, Contact Plate	
			Spore Trap Analysis
			Other biological particles - supplement
			Direct Microscopic Exam (Qualitative)
			Quantitative spore count direct exam
			Dust Characterization
			1-Media Surface Fungi (Genus ID + *Asp.* spp.)
			Culturable Air Fungi (Genus ID + *Asp.* spp.)
			Gram Stain and Counts (Culturable Air and Surface Bacteria)
			Legionella culture
			Total Coliform, *E.coli* (Presence/Absence)
			QuantiTray-Sewage Screen
			OTHER: (please specify test)
			Asbestos in Air - PCM Airborne Fiber Count (NIOSH 7400)
			Asbestos Bulk - PLM
			Lead (Pb) - Flame AA
			PCR (please specify test)
			Allergens (please specify test)
			Combustion by-products by PLM

CHAIN OF CUSTODY

www.eurofinsus.com/Built

East: (866) 871-1984
Central: (800) 651-4802
West: (866) 888-6653

eurofins | EMLab P&K

LEVEL	WEATHER	Fog	Rain	Snow	Wind	Clear
None						
Light						
Moderate						
Heavy						

CONTACT INFORMATION

Company:	Pillar EHS Solutions, Inc.	Address: Special Instructions:	9003 Del Palma Dr., Bakersfield, CA 93314
Contact:	Ryan Hester		
Phone:	661-885-5729		

PROJECT INFORMATION

Project ID:	901 Union Ave, Bakersfield, CA	Sampling Date/Time:	8/26/24-8/27/24
Project Description:	Asbestos Survey	Sampled By:	Ryan Hester
Project Zip Code:	93307	PO Number:	

TURN AROUND TIME CODES - (TAT)

STD - Standard (Default)
ND - Next Business Day
SD - Same Business Day
WH - Weekend/Holiday/ASAP

Rushes received after 2pm or on weekends, will be considered received the next business day. Please alert us in advance of weekend analysis needs.

SAMPLE ID	DESCRIPTION	Sample Type (Below)	TAT (Above)	Total Volume/Area (as applicable)	NOTES (Time of day, Temp, RH, etc.)
901-76	Ceiling Tile/Mastic	B	STD		
901-77	↓				
901-78	↓				
901-79	Air Cell Pipe Wrap				
901-80	Window Putty				Positive Stop
901-81	↓				↓
901-82	Stucco				
901-83	Stucco / Paper				
901-84	↓				
901-85	Roof Tile/Mastic/Felt				
901-86	↓				
901-87	↓				
	Shingle/Felt/Shingle/				
	↓				
	Shingle/Felt/Shingle/Felt				

REQUESTED SERVICES

| | | | | | |

11.2 XRF Paint Analyzer Results

Green text indicates sample positive for lead-based paint.

Reading	Area	Sub-Area	Side	Component	Substrate	Color	Condition	Damage Type	Concentration	Result
1	Cal Check				Metal	Black			1.1	Pass
2	Cal Check								1.1	Pass
3	Cal Check								1.1	Pass
4	Blank Check								0	Pass
5	Blank Check								0	Pass
6	Blank Check								0	Pass
7	Room 1	Bedroom	B	Door Jamb	Plaster	White			0.1	Negative
8	Room 1	Bedroom	A	Wall	Plaster	White			0	Negative
9	Room 1	Bedroom	B	Wall	Plaster	White			0	Negative
10	Room 1	Bedroom	C	Wall	Plaster	White			0.4	Negative
11	Room 1	Bedroom	D	Wall	Plaster	White			0	Negative
12	Room 1	Bedroom	D	Baseboard	Wood	White			0	Negative
13	Room 1	Bedroom	Ceiling	Ceiling	Plaster	White			0	Negative
14	Room 1	Bedroom	Floor	Floor	Tile	Gray			0.1	Negative
15	Room 1	Bathroom	Floor	Floor	Tile	Brown			0	Negative
16	Room 1	Bathroom	C	Wall	Tile	Tan			0	Negative
17	Room 1	Bathroom	B	Door	Wood	White			0	Negative
18	Room 1	Bathroom	B	Door Jamb	Wood	White			0.3	Negative
19	Room 1	Bathroom	A	Wall	Plaster	White			0.5	Negative
20	Room 1	Bathroom	B	Wall	Plaster	White			0.2	Negative
21	Room 1	Bathroom	C	Wall	Plaster	White			0.1	Negative
22	Room 1	Bathroom	D	Wall	Plaster	White			0	Negative
23	Room 1	Bathroom	D	Window Sill	Wood	White			0.2	Negative
24	Room 1	Bathroom	D	Sink	Ceramic	White			0.1	Negative
25	Room 1	Bathroom	D	Toilet	Ceramic	White			0	Negative
26	Room 1	Kitchen	D	Wall	Plaster	White			0	Negative
27	Room 1	Kitchen	A	Wall	Plaster	White			0	Negative
28	Room 1	Kitchen	B	Wall	Plaster	White			0	Negative
29	Room 1	Kitchen	C	Wall	Plaster	White			0	Negative
30	Room 1	Kitchen	D	Window Sill	Wood	White			0	Negative
31	Room 1	Kitchen	A	Baseboard	Wood	White			0.1	Negative
32	Room 1	Kitchen	A	Baseboard	Wood	White			0.1	Negative
33	Room 1	Kitchen	B	Door	Wood	White			0.2	Negative
34	Room 1	Kitchen	B	Door Jamb	Wood	White			0.2	Negative
35	Room 1	Bedroom	B	Window Sill	Wood	White			0	Negative
36	Room 2	Bedroom	B	Window Sill	Wood	White			0	Negative
37	Room 2	Bedroom	B	Baseboard	Wood	White			0.2	Negative

38	Room 2	Bedroom	B	Door Jamb	Metal	Black			0.1 Negative
39	Room 2	Bedroom	A	Wall	Plaster	Beige			0.4 Negative
40	Room 2	Bedroom	B	Wall	Plaster	Beige			0 Negative
41	Room 2	Bedroom	C	Wall	Plaster	Beige			0.3 Negative
42	Room 2	Bedroom	D	Wall	Plaster	Beige			0 Negative
43	Room 2	Bathroom	A	Wall	Plaster	Beige			0.1 Negative
44	Room 2	Bathroom	B	Wall	Plaster	Beige			0 Negative
45	Room 2	Bathroom	C	Wall	Plaster	Beige			0 Negative
46	Room 2	Bathroom	D	Wall	Plaster	Beige			0 Negative
47	Room 2	Bathroom	B	Door	Wood	Beige			0.1 Negative
48	Room 2	Bathroom	B	Door Casing	Wood	Beige			0.3 Negative
49	Room 2	Bathroom	D	Window Sill	Wood	Beige			0.1 Negative
50	Room 2	Bathroom	D	Sink	Ceramic	White			0.1 Negative
51	Room 2	Bathroom	A	Toilet	Ceramic	White			0.3 Negative
52	Room 2	Bathroom	A	Wall	Tile	Brown			0.3 Negative
53	Room 2	Bathroom	A	Wall	Tile	Black			0.1 Negative
54	Room 2	Bathroom	A	Bathtub	Ceramic	White			0.1 Negative
55	Room 2	Bathroom	Floor	Floor	Tile	Brown			0 Negative
56	Room 2	Kitchen	Floor	Floor	Tile	Brown			0 Negative
57	Room 2	Kitchen	D	Sink	Ceramic	White			0.5 Negative
58	**Room 2**	**Kitchen**	**D**	**Counter Top**	**Tile**	**White**	**Good**	**6.9**	**Positive**
59	Room 2	Kitchen	B	Door Jamb	Wood	White			0.2 Negative
60	Room 2	Kitchen	A	Wall	Plaster	Beige			0.4 Negative
61	Room 2	Kitchen	B	Wall	Plaster	Beige			0 Negative
62	Room 2	Kitchen	C	Wall	Plaster	Beige			0 Negative
63	Room 2	Kitchen	D	Wall	Plaster	Beige			0 Negative
64	Room 3	Bedroom	B	Door Jamb	Metal	Black			0.2 Negative
65	Room 3	Bedroom	B	Baseboard	Wood	White			0.2 Negative
66	Room 3	Bedroom	B	Window Sill	Wood	White			0 Negative
67	Room 3	Bedroom	A	Wall	Plaster	White			0.2 Negative
68	Room 3	Bedroom	B	Wall	Plaster	White			0 Negative
69	Room 3	Bedroom	C	Wall	Plaster	White			0.2 Negative
70	Room 3	Bedroom	D	Wall	Plaster	White			0.2 Negative
71	Room 3	Kitchen	A	Wall	Plaster	White			0 Negative
72	Room 3	Kitchen	B	Wall	Plaster	White			0 Negative
73	Room 3	Kitchen	C	Wall	Plaster	White			0.3 Negative
74	Room 3	Kitchen	D	Wall	Plaster	White			0 Negative
75	Room 3	Kitchen	B	Baseboard	Wood	White			0.1 Negative

76 Room 3	Kitchen	D	Window Sill	Wood	White			0	Negative
77 Room 3	Bathroom	D	Window Sill	Wood	White			0	Negative
78 Room 3	Bathroom	B	Door	Wood	White			0.3	Negative
79 Room 3	Bathroom	B	Door Jamb	Wood	White			0.3	Negative
80 Room 3	Bathroom	C	Toilet	Ceramic	White			0	Negative
81 Room 3	Bathroom	D	Sink	Ceramic	White			0.3	Negative
82 Room 3	Bathroom	A	Wall	Plaster	White			0.3	Negative
83 Room 3	Bathroom	B	Wall	Plaster	White			0	Negative
84 Room 3	Bathroom	C	Wall	Plaster	White			0.1	Negative
85 Room 3	Bathroom	D	Wall	Plaster	White			0	Negative
86 Room 4	Bedroom	A	Wall	Plaster	White			0.4	Negative
87 Room 4	Bedroom	B	Wall	Plaster	White			0	Negative
88 Room 4	Bedroom	C	Wall	Plaster	White			0.1	Negative
89 Room 4	Bedroom	D	Wall	Plaster	White			0	Negative
90 Room 4	Bedroom	B	Door	Wood	Brown			0.1	Negative
91 Room 4	Bedroom	B	Baseboard	Wood	White			0	Negative
92 Room 4	Bedroom	B	Window Sill	Wood	White			0	Negative
93 Room 4	Bathroom	D	Window Sill	Wood	White			0.1	Negative
94 Room 4	Bathroom	C	Baseboard	Wood	White			0	Negative
95 Room 4	**Bathroom**	**A**	**Shower Stall**	**Tile**	**Multi- Color**	**Good**	**21.5**	**Positive**	
96 Room 4	Bathroom	B	Door	Wood	White			0.1	Negative
97 Room 4	Bathroom	B	Door Jamb	Wood	White			0.4	Negative
98 Room 4	Bathroom	A	Wall	Plaster	White			0	Negative
99 Room 4	Bathroom	B	Wall	Plaster	White			0	Negative
100 Room 4	Bathroom	C	Wall	Plaster	White			0	Negative
101 Room 4	Bathroom	D	Wall	Plaster	White			0	Negative
102 Room 4	Bathroom	D	Sink	Ceramic	White			0.4	Negative
103 Room 4	Bathroom	A	Toilet	Ceramic	White			0	Negative
104 Room 4	Kitchen	A	Baseboard	Wood	White			0.1	Negative
105 Room 4	Kitchen	D	Window Sill	Wood	White			0.1	Negative
106 Room 4	Kitchen	D	sink support	Wood	White			0	Negative
107 Room 4	Kitchen	A	Wall	Plaster	White			0.4	Negative
108 Room 4	Kitchen	B	Wall	Plaster	White			0	Negative
109 Room 4	Kitchen	C	Wall	Plaster	White			0	Negative
110 Room 4	Kitchen	D	Wall	Plaster	White			0	Negative
111 Room 4	Kitchen	B	Door Jamb	Wood	White			0.1	Negative
112 Room 5	Bedroom	B	Window Sill	Wood	White			0	Negative
113 Room 5	Bedroom	B	Baseboard	Wood	White			0	Negative

114 Room 5	Bedroom	D	Closet Door	Wood	White			0.4 Negative
115 Room 5	Bedroom	D	Closet Door Jamb	Wood	White			0 Negative
116 Room 5	Bedroom	D	Closet Shelf	Wood	White			0 Negative
117 Room 5	Bedroom	A	Wall	Plaster	White			0.1 Negative
118 Room 5	Bedroom	B	Wall	Plaster	White			0 Negative
119 Room 5	Bedroom	C	Wall	Plaster	White			0 Negative
120 Room 5	Bedroom	D	Wall	Plaster	White			0 Negative
121 Room 5	Kitchen	A	Wall	Plaster	White			0.5 Negative
122 Room 5	Kitchen	B	Wall	Plaster	White			0.4 Negative
123 Room 5	Kitchen	C	Wall	Plaster	White			0 Negative
124 Room 5	Kitchen	D	Wall	Plaster	White			0 Negative
125 Room 5	Kitchen	D	Window Sill	Wood	White			0 Negative
126 Room 5	Kitchen	A	Baseboard	Wood	White			0 Negative
127 Room 5	Kitchen	A	Door	Wood	White			0.1 Negative
128 Room 5	Kitchen	A	Door Jamb	Wood	White			0.3 Negative
129 Room 5	Bathroom	A	Door Jamb	Wood	White			0.2 Negative
130 Room 5	Bathroom	A	Door	Wood	White			0 Negative
131 Room 5	Bathroom	A	Baseboard	Wood	White			0.3 Negative
132 Room 5	Bathroom	D	Window Sill	Wood	White			0.1 Negative
133 Room 5	**Bathroom**	**C**	**Shower Stall**	**Tile**	**Multi- Color**		**Good**	**42 Positive**
134 Room 5	Bathroom	A	Wall	Plaster	White			0 Negative
135 Room 5	Bathroom	B	Wall	Plaster	White			0 Negative
136 Room 5	Bathroom	C	Wall	Plaster	White			0.3 Negative
137 Room 5	Bathroom	D	Wall	Plaster	White			0 Negative
138 Room 6	Bedroom	A	Wall	Plaster	White			0 Negative
139 Room 6	Bedroom	B	Wall	Plaster	White			0 Negative
140 Room 6	Bedroom	C	Wall	Plaster	White			0.2 Negative
141 Room 6	Bedroom	D	Wall	Plaster	White			0 Negative
142 Room 6	Bedroom	B	Baseboard	Wood	White			0.2 Negative
143 Room 6	Bedroom	B	Window Sill	Wood	White			0 Negative
144 Room 6	Bathroom	D	Window Sill	Wood	White			0 Negative
145 Room 6	Bathroom	B	Door	Wood	White			0 Negative
146 Room 6	Bathroom	B	Door Jamb	Wood	White			0.3 Negative
147 Room 6	Bathroom	A	Wall	Plaster	White			0.1 Negative
148 Room 6	Bathroom	B	Wall	Plaster	White			0 Negative
149 Room 6	Bathroom	C	Wall	Plaster	White			0 Negative
150 Room 6	Bathroom	D	Wall	Plaster	White			0 Negative
151 Room 6	Kitchen	A	Wall	Plaster	White			0 Negative

152 Room 6	Kitchen	B	Wall	Plaster	White				0.1	Negative
153 Room 6	Kitchen	C	Wall	Plaster	White				0.3	Negative
154 Room 6	Kitchen	D	Wall	Plaster	White				0	Negative
155 Room 6	Kitchen	Floor	Floor	Tile	Brown				0.1	Negative
156 Room 7	Bedroom	A	Wall	Plaster	White				0.3	Negative
157 Room 7	Bedroom	B	Wall	Plaster	White				0	Negative
158 Room 7	Bedroom	C	Wall	Plaster	White				0.3	Negative
159 Room 7	Bedroom	D	Wall	Plaster	White				0	Negative
160 Room 7	Bedroom	B	Baseboard	Wood	White				0	Negative
161 Room 7	Bedroom	B	Window Sill	Wood	White				0	Negative
162 Room 7	Bedroom	D	Closet Door	Wood	White				0.2	Negative
163 Room 7	Bedroom	D	Closet Door Casing	Wood	White				0.1	Negative
164 Room 7	Bedroom	D	Closet Shelf	Wood	White				0	Negative
165 Room 7	Kitchen	B	Door Jamb	Wood	White				0.1	Negative
166 Room 7	Kitchen	A	Baseboard	Wood	White				0.1	Negative
167 Room 7	Kitchen	D	Window Sill	Wood	White				0	Negative
168 Room 7	Kitchen	A	Wall	Plaster	White				0	Negative
169 Room 7	Kitchen	B	Wall	Plaster	White				0	Negative
170 Room 7	Kitchen	C	Wall	Plaster	White				0	Negative
171 Room 7	Kitchen	D	Wall	Plaster	White				0	Negative
172 Room 7	Kitchen	D	sink support	Wood	White				0	Negative
173 Room 7	Bathroom	B	Door	Wood	White				0.3	Negative
174 Room 7	Bathroom	B	Door Jamb	Wood	White				0.1	Negative
175 Room 7	Bathroom	D	Window Sill	Wood	White				0	Negative
176 Room 7	**Bathroom**	**C**	**Shower Stall**	**Tile**	**Multi-Color**	**Good**			**19.1**	**Positive**
177 Room 7	Bathroom	A	Wall	Plaster	White				0	Negative
178 Room 7	Bathroom	B	Wall	Plaster	White				0.1	Negative
179 Room 7	Bathroom	C	Wall	Plaster	White				0.4	Negative
180 Room 7	Bathroom	D	Wall	Plaster	White				0	Negative
181 Room 8	Bedroom	A	Wall	Plaster	Blue (Light)				0.3	Negative
182 Room 8	Bedroom	B	Wall	Plaster	Blue (Light)				0	Negative
183 Room 8	Bedroom	C	Wall	Plaster	Blue (Light)				0.2	Negative
184 Room 8	Bedroom	D	Wall	Plaster	Blue (Light)				0	Negative
185 Room 8	Bedroom	B	Window Sill	Wood	Blue (Light)				0	Negative
186 Room 8	Bedroom	B	Baseboard	Wood	Brown				0.1	Negative
187 Room 8	Bedroom	D	Closet Door Jamb	Wood	White				0.1	Negative
188 Room 8	Bedroom	D	Closet Shelf	Wood	White				0.1	Negative
189 Room 8	**Bathroom**	**B**	**Door**	**Wood**	**Blue (Light)**	**Fair**	**Normal Wear**		**1**	**Positive**

190 Room 8	Bathroom	B	Door Jamb	Wood	Blue (Light)					0.3 Negative
191 Room 8	Bathroom	B	Window Sill	Wood	Blue (Light)					0.1 Negative
192 Room 8	**Bathroom**	**A**	**Shower Stall**	**Tile**	**Multi-Color**	**Good**				**22.4 Positive**
193 Room 8	**Bathroom**	**C**	**Baseboard**	**Tile**	**Multi-Color**	**Good**				**16.2 Positive**
194 Room 8	Bathroom	Floor	Floor	Tile	White					0.4 Negative
195 Room 8	Bathroom	A	Wall	Plaster	Blue (Light)					0 Negative
196 Room 8	Bathroom	B	Wall	Plaster	Blue (Light)					0 Negative
197 Room 8	Bathroom	C	Wall	Plaster	Blue (Light)					0 Negative
198 Room 8	Bathroom	D	Wall	Plaster	Blue (Light)					0 Negative
199 Room 8	Kitchen	A	Wall	Plaster	Yellow					0.4 Negative
200 Room 8	Kitchen	B	Wall	Plaster	Yellow					0.1 Negative
201 Room 8	Kitchen	C	Wall	Plaster	Yellow					0.3 Negative
202 Room 8	Kitchen	D	Wall	Plaster	Yellow					0.1 Negative
203 Room 8	Kitchen	B	Door	Wood	Blue (Light)					0.2 Negative
204 Room 8	Kitchen	B	Door Jamb	Wood	Yellow					0.1 Negative
205 Room 8	Kitchen	D	Window Sill	Wood	Yellow					0 Negative
206 Room 9	Bedroom	B	Window Sill	Wood	White					0 Negative
207 Room 9	Bedroom	B	Baseboard	Wood	White					0 Negative
208 Room 9	Bedroom	A	Wall	Plaster	White					0.4 Negative
209 Room 9	Bedroom	B	Wall	Plaster	White					0.1 Negative
210 Room 9	Bedroom	C	Wall	Plaster	White					0.3 Negative
211 Room 9	Bedroom	D	Wall	Plaster	White					0.3 Negative
212 Room 9	Kitchen	A	Wall	Plaster	White					0 Negative
213 Room 9	Kitchen	B	Wall	Plaster	White					0.1 Negative
214 Room 9	Kitchen	C	Wall	Plaster	White					0 Negative
215 Room 9	Kitchen	D	Wall	Plaster	White					0 Negative
216 Room 9	Kitchen	D	Window Sill	Wood	White					0 Negative
217 Room 9	Kitchen	A	Baseboard	Wood	White					0.4 Negative
218 Room 9	**Kitchen**	**B**	**Door Jamb**	**Wood**	**White**	**Good**				**2.5 Positive**
219 Room 9	Kitchen	D	sink support	Wood	White					0 Negative
220 Room 9	Kitchen	D	soffit	Drywall	White					0.1 Negative
221 Room 9	Bathroom	B	Door	Wood	White					0.3 Negative
222 Room 9	**Bathroom**	**B**	**Door Jamb**	**Wood**	**White**	**Good**				**1.7 Positive**
223 Room 9	Bathroom	D	Window Sill	Wood	White					0.1 Negative
224 Room 9	Bathroom	A	Wall	Plaster	White					0 Negative
225 Room 9	Bathroom	B	Wall	Plaster	White					0.1 Negative
226 Room 9	Bathroom	C	Wall	Plaster	White					0.1 Negative
227 Room 9	Bathroom	D	Wall	Plaster	White					0 Negative

228 Room 10	Bedroom	A	Wall	Plaster	White			0.1 Negative
229 Room 10	Bedroom	B	Wall	Plaster	White			0 Negative
230 Room 10	Bedroom	C	Wall	Plaster	White			0.3 Negative
231 Room 10	Bedroom	D	Wall	Plaster	White			0 Negative
232 Room 10	Bedroom	B	Baseboard	Wood	White			0.7 Negative
233 Cal Check								1.1 Pass
234 Cal Check								1.1 Pass
235 Cal Check								1.1 Pass
236 Blank Check								1.1 Pass
237 Blank Check								0 Pass
238 Blank Check								0 Pass
239 Blank Check								0 Pass
240 Room 10	Bedroom	B	Window Sill	Wood	White			0 Negative
241 Room 10	Bedroom	A	Wall	Plaster	White			0.2 Negative
242 Room 10	Bedroom	B	Wall	Plaster	White			0 Negative
243 Room 10	Bedroom	C	Wall	Plaster	White			0.3 Negative
244 Room 10	Bedroom	D	Wall	Plaster	White			0 Negative
245 Room 10	Bathroom	A	Wall	Plaster	White			0.1 Negative
246 Room 10	Bathroom	B	Wall	Plaster	White			0 Negative
247 Room 10	Bathroom	C	Wall	Plaster	White			0 Negative
248 Room 10	Bathroom	D	Wall	Plaster	White			0 Negative
249 Room 10	**Bathroom**	**B**	**Door**	**Wood**	**White**	**Fair**		**1.5 Positive**
250 Room 10	**Bathroom**	**B**	**Door Jamb**	**Wood**	**White**	**Fair**		**4.1 Positive**
251 Room 10	Bathroom	D	Window Sill	Wood	White			0.1 Negative
252 Room 10	Kitchen	D	Window Sill	Wood	White			0 Negative
253 Room 10	**Kitchen**	**B**	**Door Jamb**	**Wood**	**White**	**Fair**		**2.1 Positive**
254 Room 10	Kitchen	B	Baseboard	Wood	White			0.6 Negative
255 Room 10	Kitchen	A	Wall	Plaster	White			0 Negative
256 Room 10	Kitchen	B	Wall	Plaster	White			0 Negative
257 Room 10	Kitchen	C	Wall	Plaster	White			0.5 Negative
258 Room 10	Kitchen	D	Wall	Plaster	White			0.1 Negative
259 Room 11	Bedroom	A	Wall	Plaster	White			0.1 Negative
260 Room 11	Bedroom	B	Wall	Plaster	White			0.2 Negative
261 Room 11	Bedroom	C	Wall	Plaster	White			0.2 Negative
262 Room 11	Bedroom	D	Wall	Plaster	Yellow			0.1 Negative
263 Room 11	Bedroom	B	Window Sill	Wood	White			0 Negative
264 Room 11	Bedroom	B	Baseboard	Wood	White			0 Negative
265 Room 11	Bedroom	D	Closet Door	Wood	White			0 Negative

266	Room 11	Bedroom	D	Closet Door Jamb	Wood	White			0 Negative
267	Room 11	Bathroom	B	Door	Wood	White			0.4 Negative
268	Room 11	Bathroom	B	Door Jamb	Wood	White			0.4 Negative
269	**Room 11**	**Bathroom**	**A**	**Shower Stall**	**Tile**	**Multi-Color**	**Good**		**43 Positive**
270	**Room 11**	**Bathroom**	**C**	**Baseboard**	**Tile**	**Multi-Color**	**Good**		**48 Positive**
271	Room 11	Bathroom	Floor	Floor	Tile	Gray			0.3 Negative
272	Room 11	Bathroom	A	Wall	Plaster	White			0 Negative
273	Room 11	Bathroom	B	Wall	Plaster	White			0.2 Negative
274	Room 11	Bathroom	C	Wall	Plaster	White			0 Negative
275	Room 11	Bathroom	D	Wall	Plaster	White			0 Negative
276	Room 11	Kitchen	A	Wall	Plaster	Pink			0 Negative
277	Room 11	Kitchen	B	Wall	Plaster	Pink			0 Negative
278	Room 11	Kitchen	C	Wall	Plaster	Pink			0.2 Negative
279	**Room 11**	**Kitchen**	**D**	**Wall**	**Plaster**	**Pink**	**Fair**	**Damaged**	**2.5 Positive**
280	Room 11	Kitchen	B	Baseboard	Wood	White			0.6 Negative
281	**Room 11**	**Kitchen**	**B**	**Door Jamb**	**Wood**	**White**	**Fair**	**Damaged**	**1.5 Positive**
282	Room 12	Bedroom	A	Door Jamb	Metal	Black			0 Negative
283	Room 12	Bedroom	A	Door	Wood	Brown			0 Negative
284	Room 12	Bedroom	A	Window Sill	Wood	White			0 Negative
285	Room 12	Bedroom	A	Baseboard	Wood	White			0 Negative
286	Room 12	Bedroom	C	Closet Door	Wood	White			0.2 Negative
287	Room 12	Bedroom	C	Closet Door Jamb	Wood	White			0.1 Negative
288	Room 12	Bedroom	A	Wall	Plaster	White			0.2 Negative
289	Room 12	Bedroom	B	Wall	Plaster	White			0.2 Negative
290	Room 12	Bedroom	C	Wall	Plaster	White			0 Negative
291	Room 12	Bedroom	D	Wall	Plaster	White			0.3 Negative
292	Room 12	Bedroom	Floor	Floor	Tile	Brown			0.2 Negative
293	Room 12	Kitchen	Floor	Floor	Tile	Tan			0 Negative
294	Room 12	Kitchen	C	Baseboard	Wood	White			0 Negative
295	Room 12	Kitchen	C	Window Sill	Wood	White			0 Negative
296	Room 12	Kitchen	B	Cabinet - Wall	Wood	White			0.1 Negative
297	Room 12	Kitchen	B	Cabinet Door	Wood	White			0 Negative
298	Room 12	Kitchen	A	Door Jamb	Wood	White			0.3 Negative
299	Room 12	Kitchen	A	Wall	Plaster	White			0 Negative
300	Room 12	Kitchen	B	Wall	Plaster	White			0 Negative
301	Room 12	Kitchen	C	Wall	Plaster	White			0.1 Negative
302	Room 12	Kitchen	D	Wall	Plaster	White			0.5 Negative
303	Room 12	Bathroom	A	Wall	Plaster	White			0 Negative

304 Room 12	Bathroom	B	Wall	Plaster	White		0 Negative
305 Room 12	Bathroom	C	Wall	Plaster	White		0 Negative
306 Room 12	Bathroom	D	Wall	Plaster	White		0 Negative
307 Room 12	Bathroom	B	Baseboard	Wood	White		0 Negative
308 Room 12	Bathroom	A	Door	Wood	White		0 Negative
309 Room 12	Bathroom	A	Door Jamb	Wood	White		0.2 Negative
310 Room 12	Bathroom	A	Window Sill	Wood	White		0 Negative
311 Room 12	Bathroom	D	Wall	Tile	White		0 Negative
312 Room 12	Bathroom	Floor	Floor	Tile	Brown		0 Negative
313 Room 14	Bedroom	A	Baseboard	Wood	White		0 Negative
314 Room 14	Bedroom	A	Window Sill	Wood	White		0 Negative
315 Room 14	Bedroom	C	Closet Door	Wood	White		0 Negative
316 Room 14	Bedroom	C	Closet Door Jamb	Wood	White		0.2 Negative
317 Room 14	Bedroom	A	Wall	Plaster	White		0 Negative
318 Room 14	Bedroom	B	Wall	Plaster	White		0.4 Negative
319 Room 14	Bedroom	C	Wall	Plaster	White		0 Negative
320 Room 14	Bedroom	D	Wall	Plaster	White		0.3 Negative
321 Room 14	Bathroom	A	Wall	Plaster	White		0.1 Negative
322 Room 14	Bathroom	B	Wall	Plaster	White		0.1 Negative
323 Room 14	Bathroom	C	Wall	Plaster	White		0.2 Negative
324 Room 14	Bathroom	D	Wall	Plaster	White		0 Negative
325 Room 14	**Bathroom**	**B**	**Wall**	**Tile**	**Beige**	**Good**	**6 Positive**
326 Room 14	Bathroom	A	Door	Wood	White		0 Negative
327 Room 14	Bathroom	A	Door Jamb	Wood	White		0.3 Negative
328 Room 14	Kitchen	A	Door Jamb	Wood	White		0.2 Negative
329 Room 14	Kitchen	C	Baseboard	Wood	White		0.6 Negative
330 Room 14	Kitchen	C	Window Sill	Wood	White		0 Negative
331 Room 14	**Kitchen**	**A**	**Wall**	**Tile**	**Beige**	**Good**	**7.1 Positive**
332 Room 14	Kitchen	Floor	Floor	Tile	Beige		0 Negative
333 Room 14	Kitchen	A	Wall	Plaster	White		0.1 Negative
334 Room 14	Kitchen	B	Wall	Plaster	White		0.5 Negative
335 Room 14	Kitchen	C	Wall	Plaster	White		0.2 Negative
336 Room 14	Kitchen	D	Wall	Plaster	White		0 Negative
337 Room 14	Kitchen	D	Shelves	Wood	White		0 Negative
338 Room 15	Bedroom	A	Window Sill	Wood	White		0 Negative
339 Room 15	Bedroom	A	Baseboard	Wood	White		0 Negative
340 Room 15	Bedroom	C	Closet Door Jamb	Wood	White		0.1 Negative
341 Room 15	Bedroom	A	Wall	Plaster	White		0.3 Negative

342 Room 15	Bedroom	B	Wall	Plaster	White			0 Negative
343 Room 15	Bedroom	C	Wall	Plaster	White			0.1 Negative
344 Room 15	Bedroom	D	Wall	Plaster	White			0.4 Negative
345 Room 15	Kitchen	A	Wall	Plaster	White			0.1 Negative
346 Room 15	Kitchen	B	Wall	Plaster	White			0.5 Negative
347 Room 15	Kitchen	C	Wall	Plaster	White			0.1 Negative
348 Room 15	Kitchen	D	Wall	Plaster	White			0.3 Negative
349 Room 15	Kitchen	A	Door Jamb	Wood	White			0 Negative
350 Room 15	Kitchen	C	Window Sill	Wood	White			0 Negative
351 Room 15	Kitchen	B	Shelves	Wood	White			0 Negative
352 Room 15	Bathroom	C	Window Sill	Wood	White			0.1 Negative
353 Room 15	Bathroom	A	Door	Wood	White			0.3 Negative
354 Room 15	Bathroom	A	Door Jamb	Wood	White			0.3 Negative
355 Room 15	**Bathroom**	**B**	**Wall**	**Tile**	**Beige**	**Good**		**5.5 Positive**
356 Room 15	Bathroom	B	Baseboard	Wood	White			0.8 Negative
357 Room 15	**Bathroom**	**Floor**	**Floor**	**Tile**	**Orange**	**Good**		**5.6 Positive**
358 Room 15	Bathroom	A	Wall	Plaster	White			0.5 Negative
359 Room 15	Bathroom	B	Wall	Plaster	White			0.6 Negative
360 Room 15	Bathroom	C	Wall	Plaster	White			0 Negative
361 Room 15	Bathroom	D	Wall	Plaster	White			0 Negative
362 Room 16	Bedroom	A	Wall	Plaster	White			0 Negative
363 Room 16	Bedroom	B	Wall	Plaster	White			0 Negative
364 Room 16	Bedroom	C	Wall	Plaster	White			0 Negative
365 Room 16	Bedroom	D	Wall	Plaster	White			0 Negative
366 Room 16	Bedroom	A	Baseboard	Wood	White			0 Negative
367 Room 16	Bedroom	A	Window Sill	Wood	White			0.1 Negative
368 Room 16	Bedroom	C	Closet Door Jamb	Wood	White			0.1 Negative
369 Room 16	Bedroom	Floor	Floor	Tile	Brown			0 Negative
370 Room 16	Bathroom	Floor	Floor	Tile	Brown			0 Negative
371 Room 16	**Bathroom**	**B**	**Wall**	**Tile**	**Beige**	**Good**		**7.2 Positive**
372 Room 16	Bathroom	D	Baseboard	Wood	White			0 Negative
373 Room 16	Bathroom	A	Door Jamb	Wood	White			0 Negative
374 Room 16	Bathroom	C	Window Sill	Wood	White			0 Negative
375 Room 16	Bathroom	A	Wall	Plaster	White			0.1 Negative
376 Room 16	Bathroom	B	Wall	Plaster	White			0.1 Negative
377 Room 16	Bathroom	C	Wall	Plaster	White			0 Negative
378 Room 16	Bathroom	D	Wall	Plaster	White			0 Negative
379 Room 16	Kitchen	A	Wall	Plaster	White			0.1 Negative

380 Room 16	Kitchen	B	Wall	Plaster	White				0.5 Negative
381 Room 16	Kitchen	C	Wall	Plaster	White				0.1 Negative
382 Room 16	Kitchen	D	Wall	Plaster	White				0 Negative
383 Room 16	Kitchen	C	Window Sill	Wood	White				0 Negative
384 Room 16	**Kitchen**	**D**	**Cabinet - Base**	**Wood**	**White**	**Fair**			**1.5 Positive**
385 Room 16	Kitchen	A	Door Jamb	Wood	White				0.1 Negative
386 Room 17	Bedroom	A	Window Sill	Wood	White				0 Negative
387 Room 17	Bedroom	A	Baseboard	Wood	White				0.3 Negative
388 Room 17	Bedroom	A	Wall	Plaster	White				0 Negative
389 Room 17	Bedroom	B	Wall	Plaster	White				0.2 Negative
390 Room 17	Bedroom	C	Wall	Plaster	White				0 Negative
391 Room 17	Bedroom	D	Wall	Plaster	White				0.2 Negative
392 Room 17	Bathroom	A	Wall	Plaster	White				0 Negative
393 Room 17	Bathroom	B	Wall	Plaster	White				0 Negative
394 Room 17	Bathroom	C	Wall	Plaster	White				0.1 Negative
395 Room 17	Bathroom	D	Wall	Plaster	White				0.5 Negative
396 Room 17	Bathroom	A	Door	Wood	White				0.2 Negative
397 Room 17	Bathroom	A	Door Jamb	Wood	White				0.2 Negative
398 Room 17	Bathroom	B	Shower Stall	Tile	Beige				0.2 Negative
399 Room 17	Bathroom	Floor	Floor	Tile	Beige				0.2 Negative
400 Storage Room		A	Door	Wood	Red				0.3 Negative
401 Storage Room		D	Cabinet - Wall	Wood	Red				0.1 Negative
402 Cal Check									1 Pass
403 Cal Check									1 Pass
404 Cal Check									1.1 Pass
405 Blank Check									0 Pass
406 Blank Check									0 Pass
407 Blank Check									0 Pass
408 Cal Check									0.8 Pass
409 Cal Check									1.1 Pass
410 Cal Check									0.9 Pass
411 Blank Check									0 Pass
412 Blank Check									0 Pass
413 Blank Check									0 Pass
414 Room 18	Bedroom	A	Wall	Plaster	White				0 Negative
415 Room 18	Bedroom	B	Wall	Plaster	White				0 Negative
416 Room 18	Bedroom	C	Wall	Plaster	White				0 Negative
417 Room 18	Bedroom	D	Wall	Plaster	White				0 Negative

418 Room 18	Bedroom	A	Window Sill	Wood	White						0.2 Negative
419 Room 18	**Bedroom**	**A**	**Baseboard**	**Wood**	**White**	**Fair**	**Fire Damage**				**1.4 Positive**
420 Room 18	Bathroom	A	Door	Wood	White						0 Negative
421 Room 18	Bathroom	A	Door Jamb	Wood	White						0.2 Negative
422 Room 18	**Bathroom**	**D**	**Shower Stall**	**Tile**	**Beige**	**Fair**	**Smoke Dama**				**5.6 Positive**
423 Room 18	Bathroom	C	Window Sill	Wood	White						0.1 Negative
424 Room 18	Bathroom	A	Wall	Plaster	White						0.1 Negative
425 Room 18	Bathroom	B	Wall	Plaster	White						0.4 Negative
426 Room 18	Bathroom	C	Wall	Plaster	White						0.1 Negative
427 Room 18	Bathroom	Floor	Floor	Tile	Orange						0.7 Negative
428 Room 18	Bedroom	Floor	Floor	Tile	Brown						0.3 Negative
429 Room 22	Bedroom	Floor	Floor	Tile	Brown						0.3 Negative
430 Room 22	Bedroom	A	Baseboard	Wood	Beige						0 Negative
431 Room 22	Bedroom	A	Window Sill	Wood	Beige						0 Negative
432 Room 22	Bedroom	C	drawer frame	Wood	Beige						0.1 Negative
433 Room 22	Bedroom	A	Wall	Plaster	Beige						0 Negative
434 Room 22	Bedroom	B	Wall	Plaster	Beige						0.4 Negative
435 Room 22	Bedroom	C	Wall	Plaster	Beige						0 Negative
436 Room 22	Bedroom	D	Wall	Plaster	Beige						0 Negative
437 Room 22	Bathroom	A	Wall	Plaster	White						0.1 Negative
438 Room 22	Bathroom	B	Wall	Plaster	White						0.4 Negative
439 Room 22	Bathroom	C	Wall	Plaster	White						0 Negative
440 Room 22	Bathroom	D	Wall	Plaster	White						0.1 Negative
441 Room 22	Bathroom	D	Shower Stall	Tile	Beige						0.3 Negative
442 Room 22	Bathroom	A	Door	Wood	White						0.1 Negative
443 Room 22	Bathroom	A	Door Jamb	Wood	White						0.3 Negative
444 Room 22	Bathroom	C	Window Sill	Wood	White						0 Negative
445 Room 23	Bedroom	D	Baseboard	Wood	Beige						0 Negative
446 Room 23	Bedroom	B	Chair Rail	Wood	Beige						0 Negative
447 Room 23	Bedroom	A	Door	Wood	Brown						0 Negative
448 Room 23	Bedroom	A	Door Jamb	Metal	Black						0.1 Negative
449 Room 23	Bedroom	A	Wall	Plaster	Beige						0 Negative
450 Room 23	Bedroom	B	Wall	Plaster	Beige						0 Negative
451 Room 23	Bedroom	C	Wall	Plaster	Beige						0 Negative
452 Room 23	Bedroom	D	Wall	Plaster	Beige						0.3 Negative
453 Room 23	Bathroom	A	Wall	Plaster	Beige						0 Negative
454 Room 23	Bathroom	B	Wall	Plaster	Beige						0.1 Negative
455 Room 23	Bathroom	C	Wall	Plaster	Beige						0.1 Negative

456 Room 23	Bathroom	D	Wall	Plaster	Beige						0.3 Negative
457 Room 23	**Bathroom**	**B**	**Shower Stall**	**Tile**	**Beige**	**Good**					**6.7 Positive**
458 Room 23	Bathroom	D	Toilet	Ceramic	Pink						0 Negative
459 Room 23	Bathroom	D	Sink	Ceramic	White						0.1 Negative
460 Room 23	Bathroom	A	Door	Wood	Beige						0.2 Negative
461 Room 23	Bathroom	A	Door Jamb	Wood	Beige						0.2 Negative
462 Room 24	Bedroom	A	Baseboard	Wood	Beige						0 Negative
463 Room 24	Bedroom	A	Window Sill	Wood	Black						0 Negative
464 Room 24	Bedroom	A	Wall	Plaster	Black						0 Negative
465 Room 24	Bedroom	B	Wall	Plaster	Black						0.2 Negative
466 Room 24	Bedroom	C	Wall	Plaster	Black						0.3 Negative
467 Room 24	Bedroom	D	Wall	Plaster	Black						0.2 Negative
468 Room 24	Bathroom	A	Wall	Plaster	Black						0.5 Negative
469 Room 24	Bathroom	B	Wall	Plaster	Black						0.2 Negative
470 Room 24	Bathroom	C	Wall	Plaster	Black						0 Negative
471 Room 24	Bathroom	D	Wall	Plaster	Black						0 Negative
472 Room 24	**Bathroom**	**D**	**Shower Stall**	**Tile**	**Black**	**Poor**	**Smoke Damag**				**6 Positive**
473 Room 24	Bathroom	Floor	Floor	Tile	Beige						0.1 Negative
474 Room 24	Bathroom	A	Door	Wood	Black						0.1 Negative
475 Room 24	**Bathroom**	**A**	**Door Jamb**	**Wood**	**Black**	**Poor**	**Smoke Damag**				**1 Positive**
476 Room 25	Bedroom	A	Baseboard	Wood	White						0 Negative
477 Room 25	Bedroom	A	Window Sill	Wood	White						0 Negative
478 Room 25	Bedroom	A	Wall	Plaster	White						0 Negative
479 Room 25	Bedroom	B	Wall	Plaster	White						0.2 Negative
480 Room 25	Bedroom	C	Wall	Plaster	White						0 Negative
481 Room 25	Bedroom	D	Wall	Plaster	White						0.3 Negative
482 Room 25	Bathroom	A	Wall	Plaster	White						0 Negative
483 Room 25	Bathroom	B	Wall	Plaster	White						0 Negative
484 Room 25	Bathroom	C	Wall	Plaster	White						0.3 Negative
485 Room 25	Bathroom	D	Wall	Plaster	White						0.2 Negative
486 Room 25	**Bathroom**	**B**	**Shower Stall**	**Tile**	**Beige**	**Good**					**5.5 Positive**
487 Room 25	Bathroom	Floor	Floor	Tile	Beige						0 Negative
488 Room 25	Bathroom	A	Door	Wood	White						0.2 Negative
489 Room 25	Bathroom	A	Door Jamb	Wood	White						0.1 Negative
490 Room 25	Bathroom	C	Window Sill	Wood	White						0 Negative
491 Room 26	Bedroom	C	Window Sill	Wood	White						0 Negative
492 Room 26	Bedroom	D	Baseboard	Wood	White						0 Negative
493 Room 26	Bedroom	A	Wall	Plaster	White						0.2 Negative

494 Room 26	Bedroom	B	Wall	Plaster	White					0 Negative
495 Room 26	Bedroom	C	Wall	Plaster	White					0.3 Negative
496 Room 26	Bedroom	D	Wall	Plaster	White					0.3 Negative
497 Room 26	**Bedroom**	**B**	**Cabinet Drawer**	**Wood**	**White**	**Fair**				**1.4 Positive**
498 Room 26	Bedroom	A	sink frame	Wood	White					0 Negative
499 Room 26	Bathroom	D	Door	Wood	White					0 Negative
500 Room 26	Bathroom	D	Door Jamb	Wood	White					0.1 Negative
501 Room 26	Bathroom	B	Window Sill	Wood	White					0 Negative
502 Room 26	**Bathroom**	**C**	**Shower Stall**	**Tile**	**Beige**	**Good**				**6 Positive**
503 Room 26	Bathroom	A	Wall	Plaster	White					0.4 Negative
504 Room 26	Bathroom	B	Wall	Plaster	White					0 Negative
505 Room 26	Bathroom	C	Wall	Plaster	White					0 Negative
506 Room 26	Bathroom	D	Wall	Plaster	White					0 Negative
507 Room 27	Bedroom	A	Wall	Plaster	Black					0.3 Negative
508 Room 27	Bedroom	B	Wall	Plaster	Black					0.1 Negative
509 Room 27	Bedroom	C	Wall	Plaster	Black					0.3 Negative
510 Room 27	Bedroom	D	Wall	Plaster	Black					0 Negative
511 Room 27	Bedroom	D	Baseboard	Wood	Blue (Light)					0.9 Negative
512 Room 27	Bathroom	D	Door	Wood	Blue (Light)					0.1 Negative
513 Room 27	Bathroom	D	Door Jamb	Wood	Blue (Light)					0.1 Negative
514 Room 27	Bathroom	B	Window Sill	Wood	White					0 Negative
515 Room 27	**Bathroom**	**A**	**Shower Stall**	**Tile**	**Beige**	**Poor**	**Smoke Damag**			**6 Positive**
516 Room 27	Bathroom	A	Wall	Plaster	Black					0 Negative
517 Room 27	Bathroom	B	Wall	Plaster	Black					0.2 Negative
518 Room 27	Bathroom	C	Wall	Plaster	Black					0.3 Negative
519 Room 27	Bathroom	D	Wall	Plaster	Black					0.2 Negative
520 Room 28	Bedroom	A	Wall	Plaster	White					0.3 Negative
521 Room 28	Bedroom	C	Wall	Plaster	White					0.3 Negative
522 Room 28	Bedroom	D	Wall	Plaster	White					0 Negative
523 Room 28	Bedroom	D	Baseboard	Wood	White					0.2 Negative
524 Room 28	Bedroom	B	Cabinet Drawer	Wood	White					0.5 Negative
525 Room 28	Bathroom	D	Door Jamb	Wood	White					0.3 Negative
526 Room 28	**Bathroom**	**C**	**Shower Stall**	**Tile**	**Tan**	**Good**				**6.4 Positive**
527 Room 28	Bathroom	Floor	Floor	Tile	Tan					0.1 Negative
528 Room 28	Bathroom	A	Wall	Plaster	Blue (Light)					0 Negative
529 Room 28	Bathroom	B	Wall	Plaster	Blue (Light)					0.1 Negative
530 Room 28	Bathroom	C	Wall	Plaster	Blue (Light)					0 Negative
531 Room 28	Bathroom	D	Wall	Plaster	Blue (Light)					0 Negative

532 Room 29	Bedroom	A	Wall	Plaster	Beige		0.2	Negative
533 Room 29	Bedroom	B	Wall	Plaster	Beige		0	Negative
534 Room 29	Bedroom	C	Wall	Plaster	Beige		0.3	Negative
535 Room 29	Bedroom	D	Wall	Plaster	Beige		0	Negative
536 Room 29	Bedroom	D	Baseboard	Wood	Beige		0.1	Negative
537 Room 29	Bedroom	D	Window Sill	Wood	Beige		0	Negative
538 Room 29	Bedroom	B	Cabinet Drawer	Wood	Beige		0	Negative
539 Room 29	Bathroom	D	Door	Wood	Beige		0	Negative
540 Room 29	Bathroom	D	Door Jamb	Wood	Beige		0.1	Negative
541 Room 29	Bathroom	B	Window Sill	Wood	Beige		0	Negative
542 Room 29	**Bathroom**	**A**	**Shower Stall**	**Tile**	**Beige**	**Good**	**5.2**	**Positive**
543 Room 29	Bathroom	Floor	Floor	Tile	Blue		0.2	Negative
544 Room 29	Bathroom	A	Wall	Plaster	Beige		0	Negative
545 Room 29	Bathroom	B	Wall	Plaster	Beige		0.1	Negative
546 Room 29	Bathroom	C	Wall	Plaster	Beige		0.4	Negative
547 Room 29	Bathroom	D	Wall	Plaster	Beige		0	Negative
548 Room 30	Bedroom	A	Wall	Plaster	White		0.4	Negative
549 Room 30	Bedroom	B	Wall	Plaster	White		0	Negative
550 Room 30	Bedroom	C	Wall	Plaster	White		0.3	Negative
551 Room 30	Bedroom	D	Wall	Plaster	White		0.2	Negative
552 Room 30	Bedroom	C	Door	Wood	White		0	Negative
553 Room 30	Bedroom	C	Door Casing	Wood	White		0	Negative
554 Room 30	Bedroom	C	Door Jamb	Wood	White		0	Negative
555 Room 30	Bedroom	D	Baseboard	Wood	White		0	Negative
556 Room 30	Bedroom	D	Window Sill	Wood	White		0	Negative
557 Room 30	Bedroom	Floor	Floor	Tile	Brown		0.3	Negative
558 Room 30	**Bathroom**	**Floor**	**Floor**	**Tile**	**Beige**	**Good**	**5.3**	**Positive**
559 Room 30	**Bathroom**	**C**	**Shower Stall**	**Tile**	**Beige**	**Good**	**6.1**	**Positive**
560 Room 30	Bathroom	D	Door	Wood	White		0.2	Negative
561 Room 30	Bathroom	D	Door Jamb	Wood	White		0	Negative
562 Room 30	Bathroom	B	Window Sill	Wood	White		0	Negative
563 Room 30	Bathroom	A	Wall	Plaster	White		0.3	Negative
564 Room 30	Bathroom	B	Wall	Plaster	Blue		0.1	Negative
565 Room 30	Bathroom	C	Wall	Plaster	White		0	Negative
566 Room 30	Bathroom	D	Wall	Plaster	White		0	Negative
567 Room 31	Bedroom	A	Wall	Plaster	White		0.3	Negative
568 Room 31	Bedroom	B	Wall	Plaster	White		0.2	Negative
569 Room 31	Bedroom	C	Wall	Plaster	White		0.4	Negative

570 Room 31	Bedroom	D	Wall	Plaster	White				0.1 Negative
571 Room 31	Bedroom	D	Baseboard	Wood	White				0 Negative
572 Room 31	Bedroom	D	Window Sill	Wood	White				0 Negative
573 Room 31	Bathroom	B	Window Sill	Wood	White				0 Negative
574 Room 31	Bathroom	D	Door Jamb	Wood	White				0 Negative
575 Room 31	Bathroom	A	Shower Stall	Tile	Beige				0 Negative
576 Room 31	Bathroom	A	Wall	Plaster	White				0.1 Negative
577 Room 31	Bathroom	B	Wall	Plaster	White				0.2 Negative
578 Room 31	Bathroom	C	Wall	Plaster	White				0 Negative
579 Room 31	Bathroom	D	Wall	Plaster	White				0 Negative
580 Cal Check									1.1 Pass
581 Cal Check									1.2 Pass
582 Cal Check									1 Pass
583 Blank Check									0 Pass
584 Blank Check									0 Pass
585 Blank Check									0 Pass
586 Blank Check									0 Negative
587 Room 32	Bedroom	D	Door	Wood	Brown				0 Negative
588 Room 32	Bedroom	D	Door Jamb	Metal	Black				0.3 Negative
589 Room 32	Bedroom	A	Baseboard	Wood	White				0.4 Negative
590 Room 32	Bedroom	B	Cabinet Drawer	Wood	White				0 Negative
591 Room 32	Bedroom	A	Wall	Plaster	Beige				0.3 Negative
592 Room 32	Bedroom	B	Wall	Plaster	Beige				0 Negative
593 Room 32	Bedroom	C	Wall	Plaster	Beige				0 Negative
594 Room 32	Bedroom	D	Wall	Plaster	Beige				0 Negative
595 Room 32	Bathroom	A	Wall	Plaster	Beige				0.1 Negative
596 Room 32	Bathroom	B	Wall	Plaster	Beige				0.2 Negative
597 Room 32	Bathroom	C	Wall	Plaster	Beige				0.4 Negative
598 Room 32	Bathroom	D	Wall	Plaster	Beige				0.3 Negative
599 Room 32	Bathroom	C	Shower Stall	Tile	Brown				0.3 Negative
600 Room 32	**Bathroom**	**D**	**Baseboard**	**Tile**	**Beige**	**Good**			**8 Positive**
601 Room 32	Bathroom	Floor	Floor	Tile	Beige				0.4 Negative
602 Room 32	Bathroom	D	Door	Wood	Beige				0 Negative
603 Room 32	Bathroom	D	Door Jamb	Wood	Beige				0.2 Negative
604 Room 32	Bathroom	B	Window Sill	Wood	Beige				0 Negative
605 Room 33	Bedroom	D	Baseboard	Wood	White				0.4 Negative
606 Room 33	Bedroom	A	Wall	Plaster	White				0.3 Negative
607 Room 33	Bedroom	B	Wall	Plaster	White				0.1 Negative

608 Room 33	Bedroom	C	Wall		Plaster	White					0.4 Negative
609 Room 33	Bedroom	D	Wall		Plaster	White					0 Negative
610 Room 33	Bathroom	A	Wall		Plaster	White					0.1 Negative
611 Room 33	Bathroom	B	Wall		Plaster	White					0 Negative
612 Room 33	Bathroom	C	Wall		Plaster	White					0 Negative
613 Room 33	Bathroom	D	Wall		Plaster	White					0 Negative
614 Room 33	Bathroom	A	Shower Stall		Tile	Beige					0.1 Negative
615 Room 33	**Bathroom**	**D**	**Door**		**Wood**	**White**	**Fair**	**Damaged**			**1 Positive**
616 Room 33	Bathroom	D	Door Jamb		Wood	White					0.1 Negative
617 Room 33	Bathroom	B	Window Sill		Wood	White					0 Negative
618 Room 33	Bathroom	B	Trim		Wood	White					0.3 Negative
619 Room 34	Bedroom	D	Baseboard		Wood	White					0 Negative
620 Room 34	Bedroom	D	Window Sill		Wood	Beige					0 Negative
621 Room 34	Bedroom	A	Wall		Plaster	Beige					0.2 Negative
622 Room 34	Bedroom	B	Wall		Plaster	Beige					0 Negative
623 Room 34	Bedroom	C	Wall		Plaster	Beige					0.3 Negative
624 Room 34	Bedroom	D	Wall		Plaster	Beige					0 Negative
625 Room 34	Bathroom	A	Wall		Plaster	White					0.4 Negative
626 Room 34	Bathroom	B	Wall		Plaster	White					0.1 Negative
627 Room 34	Bathroom	C	Wall		Plaster	White					0.1 Negative
628 Room 34	Bathroom	D	Wall		Plaster	White					0.1 Negative
629 Room 34	**Bathroom**	**C**	**Shower Stall**		**Tile**	**Beige**	**Good**				**6.1 Positive**
630 Room 34	Bathroom	Floor	Floor		Tile	Orange					0.9 Negative
631 Room 34	Bathroom	D	Door		Wood	White					0 Negative
632 Room 34	Bathroom	D	Door Jamb		Wood	White					0.1 Negative
633 Room 34	Bathroom	B	Window Sill		Wood	White					0 Negative
634 Room 35	Bedroom	D	Baseboard		Wood	White					0 Negative
635 Room 35	Bedroom	B	Cabinet Drawer		Wood	White					0.1 Negative
636 Room 35	Bedroom	D	window gate		Metal	Black					0 Negative
637 Room 35	Bedroom	A	Wall		Plaster	White					0.3 Negative
638 Room 35	Bedroom	B	Wall		Plaster	White					0 Negative
639 Room 35	Bedroom	C	Wall		Plaster	White					0.2 Negative
640 Room 35	Bedroom	D	Wall		Plaster	White					0 Negative
641 Room 35	Bathroom	A	Wall		Plaster	White					0.1 Negative
642 Room 35	Bathroom	B	Wall		Plaster	White					0.3 Negative
643 Room 35	Bathroom	C	Wall		Plaster	White					0 Negative
644 Room 35	Bathroom	D	Wall		Plaster	White					0 Negative
645 Room 35	**Bathroom**	**A**	**Shower Stall**		**Tile**	**Beige**	**Good**				**5.6 Positive**

646 Room 35	Bathroom	D	Door	Wood	White		0.2 Negative
647 Room 35	Bathroom	D	Door Jamb	Wood	White		0.2 Negative
648 Room 35	Bathroom	D	Door Jamb	Wood	White		0.2 Negative
649 Room 35	Bathroom	B	Window Sill	Wood	White		0 Negative
650 Room 36	Bedroom	D	Window Sill	Wood	White		0 Negative
651 Room 36	Bedroom	D	Baseboard	Wood	White		0.2 Negative
652 Room 36	Bedroom	A	Wall	Plaster	White		0.1 Negative
653 Room 36	Bedroom	B	Wall	Plaster	White		0 Negative
654 Room 36	Bedroom	C	Wall	Plaster	White		0.2 Negative
655 Room 36	Bedroom	D	Wall	Plaster	White		0 Negative
656 Room 36	Bathroom	A	Wall	Plaster	White		0 Negative
657 Room 36	Bathroom	B	Wall	Plaster	White		0.1 Negative
658 Room 36	Bathroom	C	Wall	Plaster	White		0 Negative
659 Room 36	Bathroom	D	Wall	Plaster	White		0.3 Negative
660 Room 36	**Bathroom**	**C**	**Shower Stall**	**Tile**	**Beige**	**Good**	**4.6 Positive**
661 Room 36	Bathroom	D	Door	Wood	White		0.2 Negative
662 Room 36	Bathroom	D	Door Jamb	Wood	White		0.3 Negative
663 Room 36	Bathroom	B	Window Sill	Wood	White		0 Negative
664 Room 37	Bedroom	D	Window Sill	Wood	White		0 Negative
665 Room 37	Bedroom	D	Baseboard	Wood	White		0.3 Negative
666 Room 37	Bedroom	A	Wall	Plaster	White		0 Negative
667 Room 37	Bedroom	B	Wall	Plaster	White		0 Negative
668 Room 37	Bedroom	C	Wall	Plaster	White		0 Negative
669 Room 37	Bedroom	D	Wall	Plaster	White		0 Negative
670 Room 37	Bathroom	A	Wall	Plaster	White		0.1 Negative
671 Room 37	Bathroom	B	Wall	Plaster	White		0.2 Negative
672 Room 37	Bathroom	C	Wall	Plaster	White		0 Negative
673 Room 37	Bathroom	D	Wall	Plaster	White		0.1 Negative
674 Room 37	**Bathroom**	**A**	**Shower Stall**	**Tile**	**Beige**	**Good**	**5.8 Positive**
675 Room 37	Bathroom	D	Door	Wood	White		0.2 Negative
676 Room 37	Bathroom	D	Door Jamb	Wood	White		0.1 Negative
677 Room 37	Bathroom	B	Window Sill	Wood	White		0 Negative
678 Building 3	Exterior	C	Wall	Stucco	Beige		0 Negative
679 Building 3	Exterior	D	Wall	Stucco	Beige		0.1 Negative
680 Building 3	Exterior	A	Wall	Stucco	Beige		0.1 Negative
681 Building 3	Exterior	D	Eaves	Wood	Red		0.3 Negative
682 Building 3	Exterior	D	Rafter Tail	Wood	Red		0.3 Negative
683 Building 3	Exterior	D	Post	Wood	Red		0.6 Negative

684 Building 3	Exterior	D	Header Beam	Wood	Red				0.5 Negative
685 Building 3	Exterior	D	Fascia	Wood	Red				0.8 Negative
686 Building 2	Exterior	A	Fascia	Wood	Red				0.7 Negative
687 Building 2	Exterior	A	Rafter Tail	Wood	Red				0.8 Negative
688 Building 2	Exterior	A	Eaves	Wood	Red				0.5 Negative
689 Building 2	Exterior	A	Header Beam	Wood	Red				0.5 Negative
690 Building 2	Exterior	A	Post	Wood	Red				0.4 Negative
691 Building 2	Exterior	A	Wall	Stucco	Beige				0 Negative
692 Building 2	Exterior	B	Wall	Stucco	Beige				0.2 Negative
693 Building 2	Exterior	D	Wall	Stucco	Beige				0 Negative
694 Building 1	Exterior	B	Wall	Stucco	Beige				0.1 Negative
695 Building 1	Exterior	A	Wall	Stucco	Beige				0.1 Negative
696 Building 1	Exterior	D	Wall	Stucco	Beige				0 Negative
697 Building 1	**Exterior**	**B**	**Angle Supports**	**Wood**	**Red**	**Fair**	**Weathered**		**1 Positive**
698 Building 1	**Exterior**	**B**	**Eaves**	**Wood**	**Red**	**Fair**	**Weathered**		**1.2 Positive**
699 Building 4	Exterior	D	Eaves	Wood	Red				0 Negative
700 Building 4	Exterior	D	Fascia	Wood	Red				0 Negative
701 Building 4	Exterior	D	Rafter Tail	Wood	Red				0 Negative
702 Building 4	Exterior	D	Wall	Wood	Red				0 Negative
703 Building 4	Exterior	D	Window Frame	Wood	Red				0 Negative
704 Building 4	Exterior	C	Wall	Wood	Black				0.1 Negative
705 Building 4	Exterior	C	Eaves	Wood	White				0.3 Negative
706 Building 4	Exterior	C	Fascia	Wood	White				0.4 Negative
707 Building 4	Exterior	C	Door	Wood	White				0.1 Negative
708 Building 4	Exterior	C	Door Jamb	Wood	White				0.4 Negative
709 Building 4	Exterior	C	Wall	Stucco	Beige				0 Negative
710 Building 4	Exterior	B	Wall	Stucco	Beige				0 Negative
711 Building 4	Exterior	B	Trim	Wood	White				0.3 Negative
712 Building 4	Exterior	B	Window Sill	Wood	White				0.3 Negative
713 Building 4	Exterior	B	Window Casing	Wood	White				0.4 Negative
714 Building 4	Exterior	B	Header Beam	Wood	White				0.1 Negative
715 Building 4	Exterior	B	Door	Wood	White				0.2 Negative
716 Building 4	Exterior	B	Door Jamb	Wood	White				0 Negative
717 Building 4	Exterior	A	Wall	Wood	White				0 Negative
718 Cal Check									1.1 Pass
719 Cal Check									1.1 Pass
720 Cal Check									1 Pass
721 Blank Check									0 Pass

722	Blank Check									0 Pass
723	Blank Check									0 Pass
724	Cal Check									1.1 Pass
725	Cal Check									0.9 Pass
726	Cal Check									1.1 Pass
727	Blank Check									0 Pass
728	Blank Check									0 Pass
729	Blank Check									0 Pass
730	Mechanical E	Exterior	B	Wall	Stucco	White				0 Negative
731	Mechanical E	Exterior	C	Wall	Stucco	White				0 Negative
732	Mechanical E	Exterior	B	Door	Metal	White				0.1 Negative
733	Mechanical E	Exterior	B	Door Jamb	Metal	Red				0.2 Negative
734	Mechanical E	Mech Rm 1	A	Wall	Stucco	Beige				0.3 Negative
735	Mechanical E	Mech Rm 1	B	Wall	Stucco	Beige				0.3 Negative
736	Mechanical E	Mech Rm 1	C	Wall	Stucco	Beige				0.2 Negative
737	Mechanical E	Mech Rm 1	D	Wall	Stucco	Beige				0.3 Negative
738	Mechanical E	Mech Rm 1	B	Door Jamb	Metal	Red				0.1 Negative
739	Mechanical E	Mech Rm 2	B	Door Jamb	Metal	Red				0.2 Negative
740	Mechanical E	Mech Rm 2	A	Wall	Stucco	Beige				0 Negative
741	Mechanical E	Mech Rm 2	B	Wall	Stucco	Beige				0.3 Negative
742	Mechanical E	Mech Rm 2	C	Wall	Stucco	Beige				0.4 Negative
743	Mechanical E	Mech Rm 2	C	boiler	Metal	Silver				0.1 Negative
744	Building 2	Exterior	C	Wall	Stucco	Silver				0.1 Negative
745	Building 2	Exterior	C	Wall	Stucco	Silver				0.1 Negative
746	**Building 1**	**Exterior**	**D**	**Door**	**Wood**	**Beige**	**Poor**	**Flaking**		**6.6 Positive**
747	**Building 1**	**Exterior**	**D**	**Door Jamb**	**Wood**	**Beige**	**Poor**	**Flaking**		**1.4 Positive**
748	Mechanical E	Exterior	D	Wall	Stucco	Beige				0 Negative
749	Mechanical E	Exterior	D	louvered vent	Metal	Red				0.2 Negative
750	Office Bldg	Entry	A	Wall	Wood	White				0.3 Negative
751	Office Bldg	Entry	B	Wall	Wood	White				0 Negative
752	Office Bldg	Entry	C	Wall	Wood	White				0 Negative
753	Office Bldg	Entry	Ceiling	Wall	Wood	White				0.3 Negative
754	Office Bldg	Entry	B	Window Frame	Wood	White				0.2 Negative
755	Office Bldg	Entry	B	Door	Wood	White				0.1 Negative
756	Office Bldg	Entry	B	Door Jamb	Wood	White				0.2 Negative
757	Office Bldg	lobby	B	Door Jamb	Wood	White				0.2 Negative
758	Office Bldg	lobby	B	Door	Wood	White				0.1 Negative
759	Office Bldg	lobby	A	Window Frame	Wood	White				0.3 Negative

760	Office Bldg	lobby		Baseboard	Wood	White		0.5 Negative
761	Office Bldg	lobby	A	Baseboard	Wood	White		0.2 Negative
762	Office Bldg	lobby	A	Header Beam	Wood	White		0.3 Negative
763	Office Bldg	lobby	B	Wall	Wood	White		0 Negative
764	Office Bldg	lobby	C	Wall	Wood	White		0 Negative
765	Office Bldg	lobby	D	Wall	Wood	Red		0 Negative
766	Office Bldg	lobby	D	Door	Wood	Red		0.3 Negative
767	Office Bldg	lobby	D	Door Jamb	Wood	Red		0.3 Negative
768	Office Bldg	lobby	B	Wall	Plaster	White		0.1 Negative
769	Office Bldg	Bathroom 1	A	Wall	Plaster	White		0.5 Negative
770	Office Bldg	Bathroom 1	B	Wall	Plaster	White		0 Negative
771	Office Bldg	Bathroom 1	C	Wall	Plaster	White		0 Negative
772	Office Bldg	Bathroom 1	D	Wall	Plaster	White		0.5 Negative
773	Office Bldg	Bathroom 1	C	Door Jamb	Wood	White		0.6 Negative
774	Office Bldg	Bathroom 1	C	Door	Wood	Varnish		0.1 Negative
775	**Office Bldg**	**Bathroom 1**	**Floor**		**Tile**	**Brown**	**Good**	**5.4 Positive**
776	Office Bldg	Bathroom 1	B	Toilet	Ceramic	White		0.1 Negative
777	Office Bldg	Bathroom 1	B	Sink	Ceramic	White		0 Negative
778	Office Bldg	Office	A	Wall	Plaster	White		0.6 Negative
779	Office Bldg	Office	B	Wall	Plaster	White		0.1 Negative
780	Office Bldg	Office	C	Wall	Plaster	White		0.5 Negative
781	Office Bldg	Office	D	Wall	Plaster	White		0 Negative
782	Office Bldg	Office	B	Window Frame	Wood	White		0.4 Negative
783	Office Bldg	Office	B	Window Sash	Metal	White		0.4 Negative
784	Office Bldg	Office	B	Door Jamb	Wood	White		0.9 Negative
785	Office Bldg	Office	B	Door	Wood	Varnish		0.1 Negative
786	Office Bldg	Hallway	A	Wall	Plaster	White		0 Negative
787	Office Bldg	Hallway	B	Wall	Plaster	White		0 Negative
788	Office Bldg	Hallway	C	Wall	Plaster	White		0.1 Negative
789	Office Bldg	Hallway	D	Wall	Plaster	White		0.5 Negative
790	Office Bldg	Bathroom 2	A	Wall	Plaster	White		0 Negative
791	Office Bldg	Bathroom 2	B	Wall	Plaster	White		0 Negative
792	Office Bldg	Bathroom 2	C	Wall	Plaster	White		0.5 Negative
793	Office Bldg	Bathroom 2	D	Wall	Plaster	White		0.3 Negative
794	Office Bldg	Bathroom 2	D	Door Jamb	Wood	White		0.7 Negative
795	Office Bldg	Bathroom 2	A	Cabinet - Wall	Wood	White		0.6 Negative
796	Office Bldg	Bathroom 2	A	Cabinet Door	Wood	White		0.8 Negative
797	**Office Bldg**	**Bathroom 2 A**		**Counter Top**	**Tile**	**White**	**Good**	**22.3 Positive**

798 Office Bldg	Bathroom 2	A	Sink	Ceramic	White	Good	6.5 Positive
799 Office Bldg	Bathroom 2	A	Bathtub	Ceramic	White		0.5 Negative
800 Office Bldg	Bedroom 1	A	Wall	Plaster	White		0.5 Negative
801 Office Bldg	Bedroom 1	B	Wall	Plaster	White		0 Negative
802 Office Bldg	Bedroom 1	C	Wall	Plaster	White		0.4 Negative
803 Office Bldg	Bedroom 1	D	Wall	Plaster	White		0.7 Negative
804 Office Bldg	Bedroom 1	C	Baseboard	Wood	White		0.6 Negative
805 Office Bldg	Bedroom 1	C	Closet Door	Wood	White		0.7 Negative
806 Office Bldg	Bedroom 1	C	Closet Door Jamb	Wood	White		0.7 Negative
807 Office Bldg	Bedroom 1	C	Closet Shelf	Wood	White		0 Negative
808 Office Bldg	Bedroom 1	D	Door Jamb	Wood	White		0 Negative
809 Office Bldg	Bedroom 1	B	Window Frame	Wood	White		0.8 Negative
810 Office Bldg	Bedroom 1	B	Window Sash	Metal	White		0.3 Negative
811 Office Bldg	Kitchen	A	Wall	Plaster	White		0.6 Negative
812 Office Bldg	Kitchen	B	Wall	Plaster	White		0.6 Negative
813 Office Bldg	Kitchen	C	Wall	Plaster	White		0.1 Negative
814 Office Bldg	Kitchen	D	Wall	Plaster	White		0.1 Negative
815 Office Bldg	Kitchen	A	Cabinet - Wall	Wood	White		0.5 Negative
816 Office Bldg	Kitchen	A	Cabinet Door	Wood	White		0.8 Negative
817 Office Bldg	Kitchen	Ceiling	hvac register	Metal	White		0.1 Negative
818 Office Bldg	**Kitchen**	**C**	**Counter Top**	**Tile**	**Beige**	**Good**	**7.4 Positive**
819 Office Bldg	Living Room	A	Wall	Plaster	White		0.5 Negative
820 Office Bldg	Living Room	B	Wall	Plaster	White		0.5 Negative
821 Office Bldg	Living Room	D	Wall	Plaster	White		0.2 Negative
822 Office Bldg	Living Room	C	Wall	Wood	Beige		0 Negative
823 Office Bldg	Living Room	C	Crown Molding	Wood	Beige		0 Negative
824 Office Bldg	Living Room	C	Window Sill	Wood	White		0.6 Negative
825 Office Bldg	Living Room	C	Window Frame	Wood	White		0.6 Negative
826 Office Bldg	Living Room	C	Window Sash	Metal	White		0 Negative
827 Office Bldg	Patio	A	Wall	Drywall	Beige		0.1 Negative
828 Office Bldg	Patio	B	Wall	Drywall	Beige		0 Negative
829 Office Bldg	Patio	B	Wall	Stucco	Beige		0 Negative
830 Office Bldg	Patio	C	Wall	Wood	Red		0 Negative
831 Office Bldg	Patio	D	Wall	Drywall	Beige		0 Negative
832 Office Bldg	Patio	B	Sliding Door	Metal	White		0.3 Negative
833 Office Bldg	Patio	B	Door	Wood	White		0.3 Negative
834 Office Bldg	Patio	B	Door Jamb	Wood	White		0.3 Negative

835 Office Bldg	**Patio**	**B**	**Door Casing**	**Wood**	**White**					**1.1 Positive**	
836 Office Bldg	**Patio**	**D**	**Sink**	**Ceramic**	**White**	**Fair**				**25.2 Positive**	
837 Office Bldg	Patio	D	Window Sill	Wood	Beige	Good				0 Negative	
838 Office Bldg	Bedroom 2	A	Wall	Plaster	Beige					0 Negative	
839 Office Bldg	Bedroom 2	B	Wall	Plaster	Beige					0 Negative	
840 Office Bldg	Bedroom 2	C	Wall	Plaster	Beige					0.3 Negative	
841 Office Bldg	Bedroom 2	D	Wall	Plaster	Beige					0 Negative	
842 Office Bldg	Bedroom 2	C	Closet Door	Wood	Beige					0.8 Negative	
843 Office Bldg	Bedroom 2	C	Closet Door Jamb	Wood	Beige					0.4 Negative	
844 Office Bldg	Bedroom 2	C	Closet Shelf	Wood	Beige					0 Negative	
845 Office Bldg	**Bedroom 2**	**B**	**Door Jamb**	**Wood**	**Beige**	**Good**				**1 Positive**	
846 Office Bldg	Bedroom 2	B	Door	Wood	Varnish					0 Negative	
847 Office Bldg	Bedroom 2	D	Door Casing	Wood	White					0.1 Negative	
848 Office Bldg	Bathroom 3	B	Door Jamb	Wood	White					0 Negative	
849 Office Bldg	Bathroom 3	B	Door	Wood	White					0 Negative	
850 Office Bldg	Bathroom 3	A	Wall	Concrete	White					0.1 Negative	
851 Office Bldg	Bathroom 3	B	Wall	Drywall	Beige					0.1 Negative	
852 Office Bldg	Bathroom 3	C	Wall	Drywall	Beige					0 Negative	
853 Office Bldg	Bathroom 3	D	Wall	Drywall	Beige					0.1 Negative	
854 Office Bldg	Bathroom 3	D	Wall	Tile	Beige					0.1 Negative	
855 Office Bldg	Bathroom 3	D	Bathtub	Ceramic	White					0.2 Negative	
856 Office Bldg	Bathroom 3	D	Toilet	Ceramic	White					0 Negative	
857 Cal Check										1.1 Pass	
858 Cal Check										1.1 Pass	
859 Cal Check										1.1 Pass	
860 Blank Check										0 Pass	
861 Blank Check										0 Pass	
862 Blank Check										0 Pass	

11.3 8552 FORM

State of California—Health and Human Services Agency | California Department of Public Health

LEAD HAZARD EVALUATION REPORT

Section 1 — Date of Lead Hazard Evaluation 08/28/2024

Section 2 — Type of Lead Hazard Evaluation (Check one box only)

☑ Lead Inspection ☐ Risk assessment ☐ Clearance Inspection ☐ Other (specify) _____

Section 3 — Structure Where Lead Hazard Evaluation Was Conducted

Address [number, street, apartment (if applicable)]	City	County	Zip Code
901 Union Ave.	Bakerfield	Kern	93307

Construction date (year) of structure	Type of structure	Children living in structure?
1937	☐ Multi-unit building ☐ School or daycare ☐ Single family dwelling ☑ Other Abandoned Motel	☐ Yes ☑ No ☐ Don't Know

Section 4 — Owner of Structure (if business/agency, list contact person)

Name	Telephone number
City of Bakersfield Code Enforcement - David Paquette	661-326-3948

Address [number, street, apartment (if applicable)]	City	State	Zip Code
1715 Chester Ave.	Bakersfield	CA	93301

Section 5 — Results of Lead Hazard Evaluation (check all that apply)

☐ No lead-based paint detected ☑ Intact lead-based paint detected ☑ Deteriorated lead-based paint detected
☐ No lead hazards detected ☐ Lead-contaminated dust found ☐ Lead-contaminated soil found ☐ Other _____

Section 6 — Individual Conducting Lead Hazard Evaluation

Name	Telephone number
Ryan Hester	661-885-5729

Address [number, street, apartment (if applicable)]	City	State	Zip Code
9003 Del Palma Dr.	Bakersfield	CA	93314

CDPH certification number	Signature	Date
LRC-00001949	Ryan Hester	09/06/2024

Name and CDPH certification number of any other individuals conducting sampling or testing (if applicable)

Section 7 — Attachments

A. A foundation diagram or sketch of the structure indicating the specifc locations of each lead hazard or presence of lead-based paint;
B. Each testing method, device, and sampling procedure used;
C. All data collected, including quality control data, laboratory results, including laboratory name, address, and phone number.

First copy and attachments retained by inspector

Second copy and attachments retained by owner

Third copy only (no attachments) mailed or faxed to:

California Department of Public Health
Childhood Lead Poisoning Prevention Branch Reports
850 Marina Bay Parkway, Building P, Third Floor
Richmond, CA 94804-6403
Fax: (510) 620-5656

CDPH 8552 (8/19)

Attachment F
REQUIRED CERTIFICATIONS

Proposer shall complete, sign, and submit each of the four certifications below with its proposal, per RFP Section 7.1(f).

F-1. Non-Collusion Declaration

(Public Contract Code § 7106 form)

The undersigned, being first duly sworn, deposes and says that he/she is the [title] of [Proposer Name], the party making the foregoing proposal; that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham proposal, or to refrain from proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the Proposer or any other proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposer, or to secure any advantage against CAPK or anyone interested in the proposed contract; that all statements contained in the proposal are true; and further, that the Proposer has not, directly or indirectly, submitted its proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, to effectuate a collusive or sham proposal.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

By (Signature): _____

F-2. Iran Contracting Act Certification

(Public Contract Code §§ 2202–2208 — applicable to contracts for goods or services of $1,000,000 or more)

By signing below, the undersigned certifies, on behalf of the Proposer identified below, that the Proposer is not identified on the current list of persons and entities engaged in investment activities in Iran maintained by the California Department of General Services pursuant to Public Contract Code § 2203(b), and is not a person described in Public Contract Code § 2202(d), unless the Proposer has obtained a waiver pursuant to Public Contract Code § 2203(c).

☐ The undersigned certifies as stated above.

☐ The undersigned cannot certify as stated above — explanation attached on a separate sheet, including any applicable waiver documentation.

By (Signature): _____

F-3. Debarment, Suspension, and Ineligibility Certification

(2 CFR Part 180; California Public Contract Code § 10285.1; and Labor Code §§ 1777.1 and 1777.7 (public works debarment))

The undersigned certifies, to the best of its knowledge, that the Proposer and its principals:

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal, state, or local government department or agency;

(b) have not, within the preceding three (3) years, been convicted of, or had a civil judgment rendered against them for, commission of fraud, a criminal offense, violation of antitrust statutes, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, in connection with obtaining, attempting to obtain, or performing a public transaction or contract;

(c) are not presently indicted for, or otherwise criminally or civilly charged by a government entity with commission of, any of the offenses enumerated in paragraph (b); and

(d) have not, within the preceding three (3) years, had one or more public transactions (federal, state, or local) terminated for cause or default.

Where the Proposer is unable to certify to any of the statements in this certification, the Proposer shall attach an explanation to this proposal.

☐ The undersigned certifies without exception to (a) through (d) above.

☐ The undersigned cannot certify without exception — explanation attached on a separate sheet.

By (Signature): _____

F-4. Conflict-of-Interest Disclosure Form

(Per RFP Section 4.5 and CAPK's Accounting & Financial Policies and Procedures Manual, Code of Conduct in Purchasing)

The undersigned discloses the following actual or apparent conflicts of interest, if any, involving the Proposer or its officers, employees, or affiliates, and any CAPK officer, employee, Board member, or agent involved in this procurement (write “None” if not applicable):

_____

_____

The undersigned further certifies that neither the Proposer nor its affiliates participated in developing the specifications or requirements for this Project, including as the Project architect or engineer of record, and that no gratuities, favors, or items of value have been or will be offered to any CAPK officer, employee, Board member, or agent involved in this procurement.

Proposer / Firm Name: _____

By (Signature): _____
Name / Title: _____
Date: _____

Ramkabir Permanent Supportive Housing
Liquidated Damages Daily Rate Worksheet
901 Union Avenue, Bakersfield, CA 93307

SECTION 1 — Client Interim Housing / Relocation Cost	
Item	**Value**
Homekey+ Assisted Units potentially requiring interim housing	30
Interim housing / motel nightly rate per unit ($/night)	$129.81
Daily Client Interim Housing Cost	**$3,894**

SECTION 2 — Extended Project Management / Owner's CM Cost	
Item	**Value**
Total Estimated Construction Budget ($)	$11,067,175
Assumed annual owner's CM fee (% of construction budget)	3.0%
Daily Extended PM / CM Cost	**$910**

SECTION 3 — Insurance Carry Cost During Construction Delay	
Item	**Value**
Hard Construction Cost / Insured Value ($)	$8,721,650
Assumed annual builder's risk + GL premium (% of hard cost)	0.75%
Daily Insurance Carry Cost	**$179**

SECTION 4 — Construction Utilities Carry Cost	
Item	**Value**
Assumed monthly temporary construction utilities cost ($)	$500
Daily Construction Utilities Carry Cost	**$16**

DAILY LIQUIDATED DAMAGES RATE BUILD-UP	
Item	**Value**
Client Interim Housing / Relocation Cost	$3,900
Extended Project Management / CM Cost	$910
Insurance Carry Cost	$179
Construction Utilities Carry Cost	$16
DAILY LIQUIDATED DAMAGES RATE	**$5,000**

FINAL COMPLETION DAILY RATE (excludes client-housing cost — units already occupied at Substantial Completion)	
Item	**Value**
Extended Project Management / CM Cost	$905
Insurance Carry Cost	$179
Construction Utilities Carry Cost	$16
FINAL COMPLETION DAILY LD RATE	**$1,100**

ADDENDUM NO. 1

RFP-OPS-2026-006 — Ramkabir Permanent Supportive Housing Project
General Contractor Services | Community Action Partnership of Kern

---

Date of Issuance: August 13, 2026
Issued by: Elizabeth Garcia-Vargas, Procurement Supervisor, procurement@capk.org
Proposal Due Date: UNCHANGED — September 8, 2026, 2:00 p.m.
Vendor Question Deadline: UNCHANGED — August 25, 2026, 5:00 p.m.

This Addendum modifies RFP-OPS-2026-006 as set forth below and is issued to all prospective proposers. All other terms and conditions of the RFP remain unchanged and in full force. **Each proposer shall acknowledge receipt of this Addendum on the form at the end of this document and include the signed acknowledgment with its proposal. Failure to acknowledge an addendum may render a proposal non-responsive.**

ITEM 1 — Differing Site Conditions (NEW)

The following new Article is **ADDED** to Attachment B, Form of Construction Contract, and is incorporated into the RFP as a Key Contract Term under Section X.A:

> DIFFERING SITE CONDITIONS. (a) If the Contractor encounters (i) subsurface or otherwise concealed physical conditions at the Site that differ materially from those indicated in the Contract Documents, or (ii) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in work of the character provided for in the Contract Documents, the Contractor shall give written notice to CAPK and the Architect promptly, and in no event later than seven (7) days after the condition is first observed, and before the condition is disturbed.
>
> (b) CAPK, with the Architect, will promptly investigate the condition. If CAPK determines that the condition differs materially and causes an increase or decrease in the Contractor's cost of, or the time required for, performance of any part of the Work, CAPK shall issue a written change order adjusting the Contract Sum, the Contract Time, or both. Adjustments to the Contract Sum shall be limited to documented actual cost plus the fixed overhead-and-profit markup stated in the Contract Documents; CAPK does not use cost-plus-a-percentage-of-cost pricing.
>
> (c) No adjustment will be made to the extent the condition was disclosed in, or is reasonably inferable from, the Contract Documents, including the hazardous-materials surveys at Attachment E.
>
> (d) The inclusion of the hazardous-materials surveys at Attachment E in the Contract Documents does not, of itself, render every physical condition at the Site foreseeable for purposes of this Article or of the Excusable Delay provisions of this Contract.

ITEM 2 — Excusable Delay and Time Extensions (REPLACED)

Section XI of the RFP, under the heading "Excusable Delay and Time Extensions," and the corresponding Excusable Delay provision of Attachment B, are **DELETED IN THEIR ENTIRETY AND REPLACED** with the following:

> EXCUSABLE DELAY AND TIME EXTENSIONS. The Contractor's sole remedy for excusable delay is an extension of the Contract Time by written change order. A delay is excusable if it is beyond the Contractor's control, is not concurrent with a Contractor-caused delay, and is not caused by the Contractor's acts or omissions. Without limiting the foregoing, the following constitute excusable delay when they satisfy those conditions: (i) a differing site condition for which an adjustment is granted under the Differing Site Conditions Article; (ii) delay in the issuance of a permit, inspection, Certificate of Occupancy, or Temporary Certificate of Occupancy by the City of Bakersfield that is not attributable to the Contractor's acts, omissions, or incomplete or non-conforming Work; (iii) changes in the Work directed by CAPK; and (iv) fire, flood, epidemic, governmental order, or other event of force majeure.
>
> Consistent with the Homekey+ Notice of Funding Availability, ordinary weather, construction labor shortages, and supply-chain conditions do not constitute excusable delay. A written request for extension, with supporting critical-path schedule analysis demonstrating the impact to the Contract Completion Date, must be submitted within seven (7) days of the event or the claim is waived.
>
> An excusable delay entitles the Contractor to an extension of the Contract Time only. The Contractor is not entitled to delay damages, extended field or home-office overhead, lost productivity, or other compensation for delay, except where the delay arises from a differing site condition or a change in the Work directed by CAPK, in which case the adjustment is limited to the change-order pricing rules of the Contract.

ITEM 3 — Liquidated Damages (REVISED)

Following further analysis of CAPK's actual delay costs, including the availability of veteran housing vouchers for a portion of the assisted units and CAPK's funding of project-management and insurance costs through its normal operating budget, the liquidated-damages provisions are revised as follows.

3.1 Daily rate for Substantial Completion.

In Section XI of the RFP and in the Liquidated Damages provision of Attachment B, the amount "*$5,000 per calendar day*" is **DELETED** and replaced with "*$1,966 per calendar day*." The revised rate is derived from the Liquidated Damages Worksheet reissued as Attachment G with this Addendum.

3.2 Damages recital conformed.

The "Acknowledgment of Damages" recital in Section XI of the RFP, and the corresponding recital in Attachment B, are **DELETED AND REPLACED** with the following:

> Acknowledgment of Damages. The parties acknowledge and agree that if the Contractor fails to achieve Substantial Completion by the Contract Completion Date, CAPK will sustain substantial damages that are, and will be, extremely difficult and impractical to ascertain with precision. Such damages include, without limitation: the cost of providing clients interim housing (motel or other

temporary living space) each day until the units can be occupied; extended construction-utilities carrying costs; lost or delayed operating subsidies and rental revenue for the supportive-housing units; the delayed delivery of housing to a vulnerable population; and material jeopardy to time-limited Homekey+ grant funding, which is subject to fixed state deadlines and potential deobligation or recapture by the California Department of Housing and Community Development. Accordingly, the parties agree that the liquidated-damages amount set forth below represents a reasonable estimate, made as of the date of contract formation, of the damages CAPK would suffer from delayed completion, and does not constitute a penalty.

3.3 Final Completion liquidated damages deleted.

The provision assessing liquidated damages of $1,100 per calendar day for delay in achieving Final Completion is **DELETED IN ITS ENTIRETY**. No liquidated damages are assessed for delay in achieving Final Completion. The Final Completion Date remains a Contract requirement, and failure to achieve Final Completion remains a basis for termination for default and for the withholding of retention and final payment as provided below.

3.4 Retention conditioned on closeout.

Section X.A.v of the RFP and the Retention provision of Attachment B are **SUPPLEMENTED** by the following:

> Retention in the amount of five percent (5%) of each progress payment shall be withheld and shall not be released until the Contractor has achieved Final Completion, including closure of all punch-list items and delivery to CAPK of all closeout submittals required by the Contract Documents — as-built drawings, warranties, operation and maintenance manuals, final unconditional lien releases from the Contractor and all subcontractors and suppliers, and all certified payroll records required for prevailing-wage compliance. Release of retention is otherwise governed by applicable law.

3.5 Attachment G reissued.

The Liquidated Damages Worksheet at Attachment G is reissued with this Addendum and supersedes the version issued with the RFP. Proposers shall rely on the reissued Attachment G.

ITEM 4 — Owner Allowances Deleted (CORRECTION)

Owner Allowances are not used in this procurement. No Attachment I was issued. All abatement, fire-damage restoration, and structural/seismic scope shown in the Construction Documents is included in the firm base lump sum, and the Differing Site Conditions Article added by Item 1 is the adjustment mechanism. The following corrections are made:

- Section VI.E is revised to read: "The cost proposal (lump sum, with the unit prices required by the forms, including a separately-stated site-security line item and a per-guard-hour unit rate per Section II above);" — the words "and allowances" are deleted.
- Section IX.B, Evaluation Criterion 3, is revised to read: "Price (lump sum and unit prices)" — the words "with allowances and" are deleted. The point value for this criterion is unchanged.
- Attachment C, Cost Proposal Form C-1: the paragraph beginning "Owner Allowances are carried in the Contract Sum..." is deleted in its entirety; the line "Base Lump Sum Proposal" is revised to read "Base Lump Sum Proposal (Sections 2.1–2.8 scope, exclusive of Site Security below)"; and the total line is

revised to read "TOTAL BASE PROPOSAL (Base Lump Sum + Builder's Risk + Site Security Lump Sum)". A replacement Attachment C is issued with this Addendum and must be used.

- All references in the RFP to "Attachment I" are deleted. No Attachment I exists.

ITEM 5 — Evaluation Criterion 6, Title Conformed (CORRECTION)

The point values and weighting of all evaluation criteria in Section IX.B are UNCHANGED. The title of Criterion 6 is conformed to Section VI.G of the RFP as follows:

#	Evaluation Criterion — as revised	Max Points
6	Small, Local, and Veteran Business Participation / Subcontracting Outreach Plan	5 (unchanged)

ITEM 6 — Substantial Completion by Temporary Certificate of Occupancy (CLARIFICATION)

For the avoidance of doubt, and as already provided in Section X.A.i, Substantial Completion is achieved upon issuance of either a Certificate of Occupancy or a Temporary Certificate of Occupancy by the City of Bakersfield Building Department for all units, subject only to a punch list of minor items that do not prevent occupancy. A full Certificate of Occupancy is not required to achieve Substantial Completion or to stop the accrual of liquidated damages.

ATTACHMENTS TO THIS ADDENDUM

- Attachment C (replacement) — Proposal Forms, cost proposal form revised per Item 4.
- Attachment G (reissued) — Liquidated Damages Worksheet supporting the revised rate per Item 3.

ACKNOWLEDGMENT OF ADDENDUM NO. 1

The undersigned acknowledges receipt of Addendum No. 1 to RFP-OPS-2026-006 and confirms that its proposal is based upon the RFP as modified by this Addendum. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

ATTACHMENT C

REPLACEMENT — ISSUED WITH ADDENDUM NO. 1

This Attachment C replaces the Attachment C issued with the RFP and must be used. The prior version referred to Owner Allowances and to an "Attachment I" that was not issued. Owner Allowances are not used in this procurement.

Each proposal shall include, in the order required by RFP Section 7.1, the following completed forms. Use additional sheets as needed; all forms must be signed by an individual authorized to bind the Proposer.

C-1. Cost Proposal Form

Proposer shall submit the cost proposal below, in accordance with RFP Section 10.

All Work shown in the Contract Documents — including hazardous-materials abatement, fire-damage restoration, and seismic/structural retrofit — is detailed in the Contract Documents and shall be priced within the firm base lump sum. Genuinely concealed or unknown physical conditions are addressed by the Differing Site Conditions provision of the Contract added by Addendum No. 1, and are adjusted by change order to documented actual cost plus the fixed overhead-and-profit markup, with an adjustment of the Contract Time where warranted.

Base Lump Sum Proposal (all Work in Sections 2.1–2.8, including hazardous-materials abatement, fire-damage restoration, and seismic/structural retrofit as detailed in the Contract Documents; exclusive of Builder's Risk and Site Security below)	$
Builder's Risk Insurance	$
Site Security — Lump Sum, base coverage per Section 2.8 minimum standard, for the Contract Time	$
Site Security — Per-Guard-Hour Unit Rate (for CAPK-directed adjustment by change order)	$ / hour
TOTAL BASE PROPOSAL (Base Lump Sum + Builder's Risk + Site Security Lump Sum)	**$**

Alternates (if any are requested by Addendum):

_____

_____

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

C-2. References Form

Provide at least three (3) verifiable references for comparable, completed, on-time projects within the last seven (7) years, preferably occupied or adaptive-reuse residential rehabilitation or permanent supportive / affordable housing, including at least one completed on a fixed, deadline-driven schedule. Attach additional sheets for more than three references.

Ref. No.	Project Name / Address	Owner / Client Contact (Name, Phone, Email)	Contract Value	NTP Date	Substantial Completion Date	LDs Assessed? (Y/N)
1						
2						
3						

Briefly describe the comparable scope of work for each reference listed above (attach additional sheets as needed):

Reference 1: _____

Reference 2: _____

Reference 3: _____

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

Community Action Partnership of Kern
Ramkabir Permanent Suportive Housing
Liquidated Damages Daily Rate Worksheet

901 Union Avenue, Bakersfield, CA 93307 | Procurement File

SECTION 1 — Client Interim Housing / Relocation Cost	
Item	**Value**
Homekey+ Assisted Units potentially requiring interim housing	15
Interim housing / motel nightly rate per unit ($/night)	$130
Daily Client Interim Housing Cost	**$1,950**

SECTION 2 — Construction Utilities Carry Cost	
Item	**Value**
Assumed monthly temporary construction utilities cost ($)	$500
Daily Construction Utilities Carry Cost	**$16**

DAILY LIQUIDATED DAMAGES RATE BUILD-UP	
Item	**Value**
Client Interim Housing / Relocation Cost	$1,950
Construction Utilities Carry Cost	$16
DAILY LIQUIDATED DAMAGES RATE	**$1,966**

Community Action Partnership of Kern

ADDENDUM NO. 2

RFP OPS 2026-006 — Ramkabir Permanent Supportive Housing Project

General Contractor Services | Community Action Partnership of Kern

Date of Issuance:	September 1, 2026
Issued by:	Elizabeth Garcia-Vargas, Procurement Supervisor, procurement@capk.org
Proposal Due Date:	**Wednesday, September 9, 2026, 2:00 p.m. — see Item 1**
Vendor Question Deadline:	CLOSED — August 25, 2026, 5:00 p.m.

This Addendum modifies RFP OPS 2026-006 as set forth below and is issued to all prospective proposers. All other terms and conditions of the RFP, as previously modified by Addendum No. 1, remain unchanged and in full force. Each proposer shall acknowledge receipt of this Addendum on the form at the end of this document and include the signed acknowledgment with its proposal. Failure to acknowledge an addendum may render a proposal non-responsive.

Proposers are directed to Item 2 below. This Addendum supersedes portions of RFI Response No. Bid Document 'A'-001 dated August 28, 2026 — specifically Item 1 in part (temporary power), Items 16 through 21 (equipment, furniture, and fixtures), Items 23, 37, and 39 (roof tile), and Item 44 (price scoring). It also adds a required unit-price line to Attachment C, Form C-1 (Item 9.5). Any proposer that has priced the Work in reliance on those responses must revise its pricing to conform to this Addendum.

ITEM 1 — PROPOSAL DUE DATE (FORMALIZED)

The Proposal Due Date is REVISED from 2:00 p.m., September 8, 2026 to 2:00 p.m., Wednesday, September 9, 2026. Proposals shall be delivered in accordance with the Proposal Submission Information in the RFP; the place and manner of delivery are unchanged.

This one-day extension was first announced in the response to Item 43 of RFI Response No. Bid Document 'A'-001. Because that document states on its face that it is a clarification only and does not modify the Construction Documents, and because RFI responses are not Contract Documents under the Order of Precedence set forth in Attachment B, the revised due date is established by this Addendum and by no other instrument.

ITEM 2 — STATUS OF RFI RESPONSE NO. BID DOCUMENT 'A'-001 (CLARIFICATION)

RFI Response No. Bid Document 'A'-001, dated August 28, 2026, states: "This RFI Response is a clarification only and does NOT MODIFY the construction documents dated 08-10-2026." That statement is correct and is confirmed. Responses to requests for information are not Contract Documents and do not appear in the Order of Precedence established by Attachment B, Form of Construction Contract.

Accordingly, where any RFI response conflicts with the Construction Documents, the RFP, or this Addendum, this Addendum governs. The following responses in RFI Response No. Bid Document 'A'-001 are SUPERSEDED IN THEIR ENTIRETY and shall not be relied upon:

(a) Items 16, 17, 18, 19, 20, and 21 (equipment, furniture, and fixtures) — superseded by Items 3 and 4 of this Addendum.

(b) Items 23, 37, and 39 (roof tile), to the extent they direct proposers to submit a bid for salvaged and reinstalled tile together with an alternative bid for all-new tile — superseded by Item 6 of this Addendum. No alternate bid is requested.

(c) Item 44 (price scoring) — superseded and answered in full by Item 7 of this Addendum.

(d) Item 1 (temporary power), as to the direction to draw temporary power from the northwest corner of the property — superseded by Item 9 of this Addendum. The balance of the response to Item 1, concerning permanent service routed underground from the southeast corner, stands.

The responses to Items 15 and 47 are corrected as to sheet reference only, at Item 3.5 below. The responses to Items 3 and 7 are clarified, as to temporary power only, at Item 9.8 below. All other responses in RFI Response No. Bid Document 'A'-001 stand as clarifications of the Contract Documents.

ITEM 3 — EQUIPMENT, FURNITURE, AND FIXTURES: RESPONSIBILITY FOR FURNISHING AND INSTALLATION (REVISED)

3.1 Correction of the record.

Note 2 of the EQUIPMENT NOTES appears verbatim and identically on the Equipment and Furniture Plan of every building in the Bid Set dated August 10, 2026, and reads:

> **"2. ALL FIXTURES ARE TO BE PROVIDED BY OWNER AND INSTALLED BY CONTRACTOR UNLESS NOTED OTHERWISE."**

No sheet in any building set states that fixtures are contractor-financed. The responses to Items 16, 17, 18, and 20 of the RFI Response, which state that "all fixtures are contractor financed and installed," are inconsistent with the drawings they cite and with the responses to Items 19 and 21 of the same document. The requirement is stated at Section 3.3 below and nowhere else.

3.2 Corrected sheet references.

The Equipment and Furniture Plan does not carry the same sheet number in every building. Proposers shall use the following:

Building	Equipment & Furniture Plan sheet(s)	Equipment Schedule marks	Furniture Schedule marks
100	A812	1 through 9 (diamond)	A through N (circle)
200	A813 and A814	1 through 11 (diamond)	A through N (circle)
300	A813 and A814	1 through 11 (diamond)	A through N (circle)
400	A812	1 through 4 (diamond)	1 through 7 (circle)

For the avoidance of doubt:

(a) No sheet A813 is issued for Building 100 or for Building 400. The Equipment and Furniture Plan for each of those buildings is sheet A812.

(b) Sheet A812 in the Building 200 set and sheet A812 in the Building 300 set are interior-elevation and finish-legend sheets. Neither contains EQUIPMENT NOTES, an EQUIPMENT SCHEDULE, or a FURNITURE SCHEDULE. References in the RFI Response to "Equipment and Furniture Plan sheet A812" are incorrect as to Buildings 200 and 300.

(c) The SHEET INDEX on sheet T100 does not agree with the sheets as issued in the Building 200, Building 300, and Building 400 sets. The Building 200 index lists the Equipment & Furniture Plan as A912; the Building 300 index lists it as A812 and A813; the Building 400 index lists it as A911. The sheets as issued govern. In the Building 400 set, the index titles for sheets A410 through A910 are likewise offset from the

sheets as issued, and proposers shall rely on the sheets themselves. The Building 100 index is correct as issued.

(d) Where the SHEET INDEX and an issued sheet conflict, the issued sheet governs.

3.3 EQUIPMENT NOTES, Note 2, deleted and replaced.

Note 2 of the EQUIPMENT NOTES on Building 100 sheet A812, Building 200 sheets A813 and A814, Building 300 sheets A813 and A814, and Building 400 sheet A812 is DELETED IN ITS ENTIRETY AND REPLACED with the following:

> **2. RESPONSIBILITY FOR FURNISHING AND INSTALLATION.**
>
> (a) All items listed in the EQUIPMENT SCHEDULE on this sheet are CONTRACTOR FURNISHED AND CONTRACTOR INSTALLED. The Contractor shall furnish, deliver, store, protect, install, connect, test, and place in operating condition each item so listed, together with all rough-in, backing, blocking, anchorage, venting, ducting, plumbing, gas, electrical, and low-voltage work required for a complete and operating installation, whether or not that supporting work is separately detailed. The cost of these items and of their installation is included in the Base Lump Sum.
>
> (b) All items listed in the FURNITURE SCHEDULE on this sheet are OWNER FURNISHED AND OWNER INSTALLED and are not in the Contractor's scope of Work, EXCEPT that wood window blinds — Furniture Schedule mark "N" on Building 100 sheet A812 and on Building 200 and Building 300 sheets A813 and A814 — are CONTRACTOR FURNISHED AND CONTRACTOR INSTALLED.
>
> (c) Notwithstanding paragraph (b), the Contractor shall provide all in-wall blocking, backing, anchorage, receptacles, data outlets, and rough-in shown or reasonably required to receive Owner-furnished furniture, including wall-mounted televisions at Furniture Schedule mark "J."
>
> (d) No item shown in the Contract Documents is Owner Furnished / Contractor Installed. The designation "OFCI" is not used on this Project.
>
> (e) Where an item appears both in a schedule on this sheet and on the plumbing, mechanical, or electrical drawings, the Contractor's obligation to furnish and install that item is not thereby reduced. Refer to those drawings for equipment-specific requirements.

3.4 Building 400 schedule marks — symbol governs.

On Building 400 sheet A812 the EQUIPMENT SCHEDULE marks (1 through 4) and the FURNITURE SCHEDULE marks (1 through 7) use the same numerals. The marks are distinguished by symbol: a DIAMOND denotes the Equipment Schedule; a CIRCLE denotes the Furniture Schedule. Building 400 Equipment Schedule marks 1 through 4 are Contractor furnished and installed. Building 400 Furniture Schedule marks 1 through 7 are Owner furnished and Owner installed.

3.5 Window coverings — sheet reference corrected.

The responses to Items 15 and 47 of the RFI Response refer window coverings to "Equipment and Furniture Plan sheet A812 under 'Furniture Schedule' note 'N'." That reference is correct for Building 100 and incorrect for Buildings 200 and 300, where mark "N" appears on sheets A813 and A814. The substance of those responses is confirmed: window blinds are manually operated, no motorized shades are required, and no shade motors, controllers, wall switches, transformers, control wiring, or associated raceways are required. Per Section 3.3(b) above, the blinds are Contractor furnished and Contractor installed.

ITEM 4 — RESPONSIBILITY MATRIX (NEW)

The following matrix is added to the Contract Documents and controls the furnishing and installation responsibility for every scheduled mark. "CFCI" means Contractor Furnished and Contractor Installed. "OFOI"

means Owner Furnished and Owner Installed. Model numbers are reproduced from the schedules for identification only; the schedules govern as to product, size, finish, and color.

Buildings 100, 200, and 300 — Equipment Schedule

Building 100, sheet A812: marks 1 through 9 only. Buildings 200 and 300, sheets A813 and A814: marks 1 through 11.

Mark	Item	Responsibility
1	Tankless water heater — by "Chronomite" — see electrical plan	**CFCI**
2	20 1/2" x 14 1/8" 2-burner cooktop — by "Empava" — Model No. EMPV-IDC12B2 — black	**CFCI**
3	23.19" x 21.50" refrigerator/freezer — by "Whirlpool" — Model No. WRT316SFDM — stainless steel (see note following this table)	**CFCI**
4	30" x 25" microwave hood — by "Whirlpool" — Model No. WMH31017H — stainless steel	**CFCI**
5	21 3/4" x 18 5/16" microwave oven — by "Whirlpool" — Model No. WMCS7022RW — stainless steel	**CFCI**
6	36" x 36" "ADA" range hood — by "Hauslane" — Model No. PRO500, with motion control and smart-phone compatibility — stainless steel	**CFCI**
7	60" x 34" accessible roll-in shower — by "Aquatic Advantage" — Model No. 1603BFST — white	**CFCI**
8	36" x 36" shower insert — by "Delta" — Model Nos. B12135-3636-WH and B12205-3636-WH — white	**CFCI**
9	A/C unit — see electrical plan	**CFCI**
10	20" x 20" stainless steel single-bowl drop-in sink — by "Elkay" — Model No. DPC1202010 (Buildings 200 and 300 only)	**CFCI**
11	60" x 32" alcove bathtub — by "Kohler" — Model No. K-26108-RA, style "Entity," white (Buildings 200 and 300 only)	**CFCI**

Note to Mark 3. The refrigerator/freezer is shown as Model No. "WRT316SFDM" on Building 100 sheet A812 and as Model No. "WRT316SFD" on Building 200 and Building 300 sheets A813 and A814. Proposers shall bid Whirlpool Model No. WRT316SFDM, or an "or equal" approved by the Architect, uniformly across Buildings 100, 200, and 300.

Buildings 100, 200, and 300 — Furniture Schedule

Mark	Item	Responsibility
A	48" x 20" drawer desk — by "Montego" — Model No. 1121-1-482030-PL-8298K	**OFOI**
B	Under-bedframe 36" x 16" 2-drawer chest — by "Montego" — Model No. 1119-LTS-361618-PL-8298K	**OFOI**
C	Twin XL memory foam mattress — by "Lux" — Model No. 9010TX-3XFM-398008	**OFOI**
D	Full size memory foam mattress — by "Lux" — Model No. 9010F-3XFM-547508	**OFOI**
E	Desk chair — by "Caroline" — Model No. 5537-222234-CHR-DY1	**OFOI**
F	40" x 18" media console — by "Montego" — Model No. 1160-401824-PL-8298K	**OFOI**
G	2-seat brown faux leather loveseat — by "Flash Furniture" — Model No. BT8272BN	**OFOI**
H	18" x 18" night stand — "Metro Nightstand" — Model No. SKU 6005	**OFOI**
J	Wall mounted television — typical (Contractor provides in-wall blocking, receptacle, and data outlet)	**OFOI**
K	Twin bed frame — by "Montego" — Model No. 1101TX-418250-PL-8298K	**OFOI**

Mark	Item	Responsibility
L	Full size bed frame — by "Montego" — Model No. 1101F-567750-PL-8298K	**OFOI**
M	3-drawer wood dresser — by "Maxwood Furniture Inc" — Model No. P1900213000-187	**OFOI**
N	Wood window blinds — by "SWF Contract" — Traditions Wood Blinds	**CFCI**

Building 400 — sheet A812

Mark	Item	Responsibility
EQUIPMENT SCHEDULE (diamond marks)		
1 (diamond)	Range — by "Whirlpool" — Model No. WFES3030R	**CFCI**
2 (diamond)	Refrigerator/freezer — by "Whirlpool" — Model No. WRFC3036R	**CFCI**
3 (diamond)	Washer unit — by "Whirlpool" — Model No. WFW560CH	**CFCI**
4 (diamond)	Dryer unit — by "Whirlpool" — Model No. WED4720RW	**CFCI**
FURNITURE SCHEDULE (circle marks)		
1 (circle)	4-seat round table — style to be selected — typical	**OFOI**
2 (circle)	8-seat conference table — style to be selected — typical	**OFOI**
3 (circle)	L-shaped desk — typical	**OFOI**
4 (circle)	Copy machine — typical	**OFOI**
5 (circle)	Desk chair — style to be selected — typical	**OFOI**
6 (circle)	2 x 5 desk — style to be selected — typical	**OFOI**
7 (circle)	File cabinet, lateral — style to be selected	**OFOI**

Building 400 has no Furniture Schedule mark for window blinds. No window blinds are required in Building 400 unless shown elsewhere in the Contract Documents.

ITEM 5 — WARRANTY, SUBSTITUTIONS, AND CLOSEOUT FOR CONTRACTOR-FURNISHED EQUIPMENT (NEW)

(a) All Equipment Schedule items are subject to the Material and Workmanship Warranty at Addendum "F" to the Form of Construction Contract on the same terms as all other Work.

(b) The Contractor shall register each manufacturer’s warranty in the name of Community Action Partnership of Kern, shall assign all manufacturer and supplier warranties to CAPK at Final Completion, and shall deliver copies of all warranties, operation manuals, and maintenance instructions as closeout submittals.

(c) Products are specified by manufacturer and model number. Requests to substitute an "or equal" product shall be submitted in writing for the Architect’s determination in accordance with the RFP and the Specifications. Proposers shall bid the products as specified.

(d) The Contractor is responsible for the delivery, receipt, storage, protection, and security of all Contractor-furnished equipment until acceptance by CAPK, and bears the risk of loss for that equipment while it is in the Contractor’s care, custody, or control, consistent with the builder’s-risk requirements of the Contract Documents.

ITEM 6 — ROOF TILE SCOPE RESOLVED; NO ALTERNATE REQUESTED (REVISED)

The Demolition Roof Plan and the Exterior Elevations conflict as to roof tile: the Demolition Roof Plan directs that existing clay tile be stored for reinstallation, while the Exterior Elevations show new tile. The responses to Items 23, 37, and 39 of the RFI Response addressed that conflict by directing proposers to submit two prices. That direction is withdrawn. The conflict is resolved as follows, and a single scope is established.

6.1 Base scope — all-new roof tile.

All existing clay roof tile within the area of work shall be removed. New clay roof tile shall be furnished and installed throughout all areas shown to receive roof tile on the Exterior Elevations, on all buildings, as follows:

> Roof tile shall be straight barrel two-piece "Mission El Camino" blend by Boral Roofing, or approved equal. Final color shall be coordinated with and approved in writing by the Architect prior to ordering. The Contractor shall furnish and install all underlayment, flashing, battens, fasteners, ridge and hip treatment, closures, and accessories required for a complete, weather-tight installation in accordance with the manufacturer's published instructions and the California Building Code.

6.2 Salvage and storage requirements deleted.

All notes on the Demolition Roof Plan sheets directing that existing roof tiles be stored for future installation or reinstalled are DELETED. The Contractor is not required to salvage, store, protect, or reinstall existing roof tile. Existing roof tile removed in the course of the Work shall be legally disposed of by the Contractor as part of the Base Lump Sum, in accordance with the Construction Waste Management requirements on sheets T101 and T102.

6.3 "Angelus" tile callout deleted.

The keynote on the Exterior Elevations specifying "Angelus" clay roof tile by Gladding McBean & Co. is DELETED. As noted in the response to Item 39 of the RFI Response, that manufacturer does not offer that product. The product specified at Section 6.1 above governs.

6.4 No alternate bid.

No alternates are requested under this RFP. Proposers shall NOT submit an alternate price for roofing or for any other scope. The "Alternates (if any are requested by Addendum)" line on Attachment C, Cost Proposal Form C-1 is DELETED; proposers shall leave that line blank or mark it "None." An unsolicited alternate price will be disregarded and will not be scored, and shall not be construed as a condition, qualification, or exception to the proposal.

ITEM 7 — EVALUATION CRITERION 3 (PRICE): SCORING FORMULA PUBLISHED (NEW)

In response to Item 44 of the RFI Response, and to remove any subjectivity from the scoring of price, the following is ADDED to Section IX.B of the RFP. The point value of Evaluation Criterion 3 is UNCHANGED at 60 points, and the point values of all other criteria are unchanged.

7.1 Basis of award.

Award will be based on the TOTAL BASE PROPOSAL stated on Attachment C, Cost Proposal Form C-1 — that is, the sum of the Base Lump Sum, Builder's Risk Insurance, and Site Security Lump Sum lines. No alternates are requested and none will be evaluated or scored.

7.2 Price scoring formula.

Evaluation Criterion 3 shall be scored by the following formula, applied identically to every responsive proposal:

Price Score = 60 × (Lowest Responsive TOTAL BASE PROPOSAL ÷ Proposer's TOTAL BASE PROPOSAL)

where "Lowest Responsive TOTAL BASE PROPOSAL" is the lowest TOTAL BASE PROPOSAL among all proposals determined by CAPK to be responsive and submitted by a responsible proposer. Scores are rounded to two (2) decimal places. The proposer submitting the lowest responsive TOTAL BASE PROPOSAL receives the full 60 points; every other proposer receives a proportionally lower score. No proposal receives a negative price score.

7.3 Illustration.

The following example is provided for clarity only and uses hypothetical figures:

Proposer	Total Base Proposal	Calculation	Price Score
Proposer A	$8,500,000	60 × (8,500,000 ÷ 8,500,000)	**60.00**
Proposer B	$8,925,000	60 × (8,500,000 ÷ 8,925,000)	**57.14**
Proposer C	$9,775,000	60 × (8,500,000 ÷ 9,775,000)	**52.17**

7.4 Unit prices.

Form C-1 requires two unit rates: the Site Security Per-Guard-Hour Unit Rate, and the Temporary Generator Power Per-Calendar-Week Unit Rate added by Item 9.5 of this Addendum. Both are rates for the administration of CAPK-directed changes. Neither is included in the TOTAL BASE PROPOSAL and neither is scored. Each must nonetheless be a reasonable, fully burdened rate inclusive of all labor, materials, supervision, insurance, and overhead and profit. A nominal, zero, or materially unbalanced rate may be considered in CAPK's determination of responsiveness.

7.5 Arithmetic and completeness.

If a proposal states a TOTAL BASE PROPOSAL that does not equal the sum of the Base Lump Sum, Builder's Risk Insurance, and Site Security Lump Sum lines, the sum of those three component lines shall govern for scoring and for award. Failure to complete any required price line on Form C-1 may render the proposal non-responsive.

ITEM 8 — ATTACHMENT C, FORM C-1: CORRECTIONS AND EFFECT ON THE COST PROPOSAL

The replacement Attachment C issued with Addendum No. 1 remains the form to be used. No further replacement form is issued. That form is corrected, supplemented, and clarified as follows.

8.0 One price line is ADDED. Item 9.5 of this Addendum adds a required "Temporary Generator Power — Per-Calendar-Week Unit Rate" line to Form C-1. Because no replacement form is issued, proposers shall state that rate on the face of Form C-1 or on an attached sheet clearly referencing this Addendum. Failure to state the rate may render the proposal non-responsive.

8.1 Scope included in the Base Lump Sum.

The Base Lump Sum shall include the furnishing and installation of every Equipment Schedule item in all four buildings, the wood window blinds at Furniture Schedule mark "N," and the all-new roof tile scope established at Item 6 above. No Owner allowance is provided for any of these items; Owner Allowances are not used in this procurement, per Addendum No. 1, Item 4.

Proposers shall NOT carry any Equipment Schedule item as Owner-furnished and shall NOT exclude any Equipment Schedule item from the Base Lump Sum. Items listed in the Furniture Schedule, other than mark "N," shall be excluded from the Base Lump Sum.

8.2 Alternates line deleted.

Per Item 6.4 above, the "Alternates (if any are requested by Addendum)" line on Form C-1 is deleted. Proposers shall leave it blank or mark it "None."

8.3 Cross-references corrected.

The RFP is organized by Roman-numeral section. The following cross-references on Attachment C are corrected: the reference to "RFP Section 7.1" is corrected to read "RFP Section VI"; the reference to "RFP Section 10" is corrected to read "RFP Section VI.E." Any other numeric section reference appearing in the Attachments shall be read as referring to the correspondingly numbered Roman-numeral section of the RFP.

8.4 Notice to proposers.

Any proposer that prepared pricing in reliance on Item 1, Items 16 through 21, or Items 23, 37, or 39 of RFI Response No. Bid Document 'A'-001 must revise that pricing to conform to this Addendum before submitting its proposal, and must state the temporary generator unit rate required by Item 9.5.

ITEM 9 — TEMPORARY CONSTRUCTION POWER (REVISED)

9.1 RFI Response Item 1 withdrawn in part.

The response to Item 1 of RFI Response No. Bid Document 'A'-001 directed proposers to explore drawing temporary power from the existing electrical utility at the northwest corner of the property. That direction is WITHDRAWN. CAPK has since determined that no PG&E transformer is available within the maximum one-hundred-foot (100') service run from the northwest corner, and that the surrounding area is residential.

The remainder of that response STANDS: permanent electrical service will be routed underground from the southeast corner of the property from existing power at the nearest street corner.

9.2 Temporary power source.

An existing PG&E pole and transformer are located to the south, off 8th Street. CAPK is negotiating with the owner of the adjacent parcel at Union Avenue and 8th Street for (a) permission to set a pole and meter on that parcel, at a location approximately fifteen feet (15') from the property line, and (b) rights of access to install, maintain, and remove the temporary service. CAPK, working with the Architect, will initiate and manage the PG&E application. Installation is expected to require approximately two (2) months from commencement of the process.

9.3 Proposers shall not contact the adjacent property owner.

Proposers, their employees, subcontractors, and agents shall NOT contact the adjacent property owner or any occupant of the adjacent parcel regarding this Project, the temporary power service, or access, at any time before or after award. CAPK is conducting that negotiation directly. All questions shall be directed to procurement@capk.org.

9.4 Bid assumption — forty-five (45) calendar days of generator power.

Each proposer shall include in the Base Lump Sum temporary generator power adequate for the prosecution of the Work for forty-five (45) calendar days following the Notice to Proceed, including the generator and its delivery, setup, fueling, maintenance, and removal; fuel; fuel storage and secondary containment; temporary distribution, panels, and grounding; and all registrations and permits required for the generator.

This is a common bid assumption stated so that all proposals are comparable. It is NOT a representation by CAPK that temporary utility service will be energized on or by that date. See Section 9.10.

9.5 Unit rate for extended generator operation.

Attachment C, Cost Proposal Form C-1 is SUPPLEMENTED with the following additional required price line, which each proposer shall complete and submit with its proposal, on the form or on an attached sheet clearly referencing this Addendum:

> **Temporary Generator Power — Per-Calendar-Week Unit Rate, fully burdened, for continued generator operation beyond the forty-five (45) calendar-day base period, as directed by CAPK by change order: $_____ per calendar week**

This unit rate is NOT included in the TOTAL BASE PROPOSAL and is NOT scored, consistent with Section 7.4 above. The rate shall be a reasonable, fully burdened weekly rate inclusive of generator rental, fuel at anticipated consumption, maintenance, and permitting. A nominal, zero, or materially unbalanced rate may be considered in CAPK's determination of responsiveness. CAPK reserves the right, if it determines the stated rate to be unreasonable, to furnish generator power itself or to procure it separately, in which case the Contractor shall afford access and cooperation at no additional cost.

9.6 No extension of Contract Time for the temporary-power period.

Temporary generator power of adequate capacity is a full substitute for temporary utility service for the Work anticipated during the temporary-power period. The temporary-power period is not on the critical path, and the Contractor shall sequence and prosecute the Work accordingly.

Accordingly, no extension of the Contract Time, and no relief from liquidated damages, will be granted on account of the date on which temporary utility service is energized. The Contractor's sole and exclusive remedy for temporary utility service energized later than forty-five (45) calendar days after the Notice to Proceed is payment, by change order, at the per-calendar-week unit rate stated under Section 9.5 for each additional calendar week or portion thereof of generator operation. That payment is limited to generator rental, fuel, maintenance, and permitting. The Contractor shall not be entitled to extended general conditions, extended field or home-office overhead, acceleration, lost productivity, or other delay damages on account of the temporary-power period, the Contract Time being unchanged.

Narrow exception. If a PG&E-required service outage, or a restriction imposed by a governmental authority on the operation of the generator, including any noise, permitted-hours, or air-quality restriction, actually prevents the performance of Work on the critical path, the Contractor may request an extension of the Contract Time under the Excusable Delay and Time Extensions provision as amended by Addendum No. 1, upon written notice with supporting critical-path schedule analysis submitted within seven (7) days of the event. This exception does not apply to the mere fact that temporary utility service is not yet energized.

This Section 9.6 applies only to temporary construction power. It does not limit any right the Contractor may otherwise have with respect to the energization of permanent electrical service.

9.7 Generator requirements.

(a) Sizing. The Contractor shall determine the generator capacity required for its own means, methods, and sequencing, and is solely responsible for that determination. No claim for delay, disruption, or additional compensation arising from inadequate generator capacity will be allowed.

(b) Noise. The site is bounded by residential uses. The generator shall be a sound-attenuated (critical-silenced) unit. The Contractor shall comply with the City of Bakersfield noise ordinance and with all permitted construction hours, and shall provide additional acoustic screening if directed by the City.

(c) Air quality. Any portable diesel engine rated at fifty (50) brake horsepower or greater shall operate under either a current California Air Resources Board Portable Equipment Registration Program (PERP)

registration or a San Joaquin Valley Air Pollution Control District permit, and shall meet the engine certification requirements of the California Airborne Toxic Control Measure for Diesel-Fueled Portable Engines. The Contractor shall obtain and maintain that registration or permit at its own cost and shall furnish copies to CAPK before mobilizing the generator.

(d) Fuel. The Contractor shall provide compliant fuel storage with secondary containment, spill prevention and response materials, and shall comply with all applicable fire-code and environmental requirements.

(e) Security and insurance. The generator, its fuel storage, and the temporary distribution equipment are within the site-security scope required by Section II of the RFP and shall be identified to the builder's-risk carrier as required to satisfy that carrier's protective-safeguards requirements. Loss of or damage to the generator and fuel while in the Contractor's care, custody, or control is the Contractor's risk.

9.8 Allocation of costs.

Item	Responsibility
Generator, delivery, setup, removal, maintenance	Contractor — in Base Lump Sum
Generator fuel	Contractor — in Base Lump Sum
CARB PERP registration or Air District permit for the generator	Contractor — in Base Lump Sum
Temporary distribution from the PG&E point of delivery	Contractor — in Base Lump Sum
Generator operation beyond 45 calendar days after NTP	CAPK — by change order at the Section 9.5 unit rate
PG&E service, connection, pole, meter, and related utility charges	CAPK
License, easement, and access rights from the adjacent property owner	CAPK
Metered utility power consumption once temporary service is energized	CAPK

For the avoidance of doubt: the response to Item 7 of the RFI Response ("Monthly electrical usage to be paid by owner") refers to metered utility power and does NOT include generator fuel, which is the Contractor's cost within the base period. The response to Item 3 ("All permit costs will be paid by owner") refers to Project permits and does NOT include the Contractor's own air-district registration or permit for its generator.

9.9 Point of delivery.

For bidding, proposers shall assume the PG&E point of delivery is at the pole and meter location described in Section 9.2. The Contractor shall make the connection from that point of delivery to its temporary distribution. If the point of delivery as finally established by PG&E differs materially from that assumption, the resulting change in the Contractor's secondary run will be adjusted by change order under the change-order pricing rules of the Contract.

9.10 Contingency disclosed.

Energization of temporary utility service is contingent upon CAPK reaching agreement with the adjacent property owner and upon PG&E's scheduling. CAPK makes no representation that such agreement will be reached, or as to the date on which temporary utility service will be energized. This contingency is disclosed so that all proposers bid on the same basis. Proposers shall bid the forty-five (45) calendar-day assumption stated in Section 9.4, and the unit rate under Section 9.5 is the exclusive mechanism for extension.

ITEM 10 — ESTIMATED NOTICE TO PROCEED DATE CONFORMED (CORRECTION)

The RFP states two different estimated Notice to Proceed dates: the summary table in Section II states September 22, 2026, and Section 2.a of Attachment B, Form of Construction Contract, states September 11, 2026. The estimated Notice to Proceed date is CONFORMED throughout the RFP and its attachments to read September 22, 2026.

The Contract Substantial Completion Date of August 13, 2027 and the Final Completion Date of September 11, 2027 are UNCHANGED. Both remain fixed and non-extendable for ordinary delays as provided in the Contract. The forty-five (45) calendar-day temporary-generator base period under Item 9 runs from the actual Notice to Proceed, not from the estimated date.

ITEM 11 — ALL OTHER TERMS UNCHANGED

Except as expressly modified by this Addendum and by Addendum No. 1, all terms, conditions, drawings, and specifications of RFP OPS 2026-006 remain unchanged and in full force and effect. No attachments are issued with this Addendum.

ACKNOWLEDGMENT OF ADDENDUM NO. 2

The undersigned acknowledges receipt of Addendum No. 2 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1 and this Addendum No. 2. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

ADDENDUM NO. 3

RFP OPS 2026-006 — Ramkabir Permanent Supportive Housing Project

General Contractor Services | Community Action Partnership of Kern

Date of Issuance:	September 4, 2026
Issued by:	Elizabeth Garcia-Vargas, Procurement Supervisor, procurement@capk.org
Proposal Due Date:	REVISED — Wednesday, September 23, 2026, 2:00 p.m. — see Item 1
Supplemental Question Deadline:	REOPENED — Thursday, September 10, 2026, 5:00 p.m. — see Item 2
Response to Supplemental Questions:	On or before Wednesday, September 16, 2026 — see Item 2

This Addendum modifies RFP OPS 2026-006 as set forth below and is issued to all prospective proposers. All other terms and conditions of the RFP, as previously modified by Addendum No. 1 and Addendum No. 2, remain unchanged and in full force. Each proposer shall acknowledge receipt of this Addendum on the form at the end of this document and include the signed acknowledgment with its proposal. Failure to acknowledge an addendum may render a proposal non-responsive.

Proposers are directed to Item 1, which extends the Proposal Due Date, and to Item 2, which reopens the question period. Proposers are further directed to Item 4, which materially reduces the liquidated-damages rate, and to Item 5, which addresses the Contract Completion Dates.

ITEM 1 — PROPOSAL DUE DATE (EXTENDED)

The Proposal Due Date is REVISED from 2:00 p.m., Wednesday, September 9, 2026 to:

2:00 p.m., Wednesday, September 23, 2026.

Proposals shall be delivered in accordance with the Proposal Submission Information in the RFP. The place and manner of delivery are unchanged. Proposals received after the revised date and time will not be accepted.

Reason.

The funding and development agreements that support this Contract are on a revised approval calendar. CAPK has determined that a two-week extension will allow proposers additional time to develop complete and competitive proposals, will permit one further round of written questions and answers under Item 2, and will align the award action with the approval calendar described in Item 3. CAPK considers the resulting proposals to be of greater value to the Project than proposals prepared on the original schedule.

ITEM 2 — VENDOR QUESTION PERIOD (REOPENED)

The vendor question period, which closed on August 25, 2026, is REOPENED for one supplemental round on the following schedule:

Action	Date and Time
Supplemental written questions due	Thursday, September 10, 2026, 5:00 p.m.
CAPK response issued by addendum	On or before Wednesday, September 16, 2026

2.1 Questions shall be submitted in writing to procurement@capk.org and shall reference RFP OPS 2026-006. Questions submitted by any other means, or to any other person, will not be answered. Section XIV of the RFP, Prohibited Activity, remains in full force.

2.2 Questions may address any aspect of the RFP, the Construction Documents, or the Contract Documents as modified by Addendum No. 1, Addendum No. 2, and this Addendum. Proposers are not required to resubmit questions previously asked.

2.3 CAPK's responses will be issued as Addendum No. 4 and will be distributed to all prospective proposers. Consistent with Item 2 of Addendum No. 2, responses to requests for information are clarifications only and are not Contract Documents. Any change to the RFP or the Contract Documents will be made by the express terms of Addendum No. 4 and by no other instrument.

2.4 CAPK does not intend to reopen the question period again. Proposers should treat September 10, 2026 as the final opportunity to submit written questions.

ITEM 3 — REVISED PROCUREMENT SCHEDULE

The procurement schedule stated in the RFP is REVISED as follows. Dates shown as anticipated are estimates for the convenience of proposers, are not Contract requirements, and may change.

Milestone	Date	Status
Addendum No. 3 issued	September 8, 2026	Firm
Supplemental written questions due	September 10, 2026, 5:00 p.m.	Firm
Addendum No. 4 issued (responses)	On or before September 16, 2026	Firm
Proposals due	September 23, 2026, 2:00 p.m.	Firm
Responsiveness and minimum-qualifications review	September 23 – 24, 2026	Anticipated
Evaluation committee scoring	September 25 – October 1, 2026	Anticipated
Recommendation of award prepared and posted	October 2, 2026	Anticipated
Award action by CAPK	October 8, 2026	Anticipated

Milestone	Date	Status
Notice of Intent to Award issued	On or about October 9, 2026	Anticipated
Executed contract, bonds, and insurance due	Within ten (10) days of Notice of Intent to Award	Per Section X.A.iii
Estimated Notice to Proceed	On or about October 19, 2026	Anticipated

3.1 The Estimated Notice to Proceed date of September 22, 2026 stated in the RFP as issued is superseded by the date shown above. The Notice to Proceed date is an estimate only. No Notice to Proceed will be issued until the Contractor has delivered the executed Contract, the one hundred percent (100%) performance and payment bonds required by Section X.A.iii, and the insurance certificates and endorsements required by the Contract Documents.

3.2 Award and issuance of the Notice to Proceed are further conditioned upon execution of the development agreement between CAPK and the City of Bakersfield and execution of the Homekey+ Standard Agreement between the City of Bakersfield, CAPK, and the California Department of Housing and Community Development, consistent with the conditions precedent stated in the RFP. CAPK reserves the right to delay the Notice to Proceed until those instruments are executed, and no adjustment to the Contract Sum will be made on account of such a delay occurring within thirty (30) days of the Estimated Notice to Proceed date.

ITEM 4 — LIQUIDATED DAMAGES (REVISED)

Following further analysis of CAPK's actual delay exposure, and in light of the Project occupancy deadline established by the California Department of Housing and Community Development, the liquidated-damages provisions are revised as follows. This Item supersedes Item 3.1 and Item 3.2 of Addendum No. 1.

4.1 Daily rate for Substantial Completion.

In Section XI of the RFP and in the Liquidated Damages provision of Attachment B, Form of Construction Contract, the amount "$1,966 per calendar day" established by Addendum No. 1 is DELETED and replaced with:

Six Hundred Fifty Dollars ($650.00) per calendar day.

Liquidated damages continue to accrue for each calendar day that Substantial Completion extends beyond the Contract Completion Date, and continue to be CAPK's exclusive monetary remedy for Contractor-caused delay in achieving Substantial Completion. Item 3.3 of Addendum No. 1, which deleted liquidated damages for delay in achieving Final Completion, and Item 3.4 of Addendum No. 1, which conditions release of retention on Final Completion and delivery of all closeout submittals, are UNCHANGED and remain in full force.

4.2 Basis of the revised rate.

The revised rate is derived from the Liquidated Damages Worksheet reissued as Attachment G with this Addendum. In summary:

Component	Value	Source
Assisted units requiring CAPK-funded interim housing	15	Attachment G, Section 1
Interim housing nightly rate per unit	$130.00	Attachment G, Section 1
Interim housing contingency period	30 calendar days	Attachment G, Section 2
Total interim housing exposure (15 × $130 × 30)	$58,500.00	Attachment G, Section 2
Accumulation period elected by CAPK	90 calendar days	Attachment G, Section 3
Derived daily rate ($58,500 ÷ 90)	$650.00	Attachment G, Section 3

CAPK has determined that the Project's funding agreement establishes a deadline for full occupancy of the assisted units that falls approximately one hundred twenty-two (122) calendar days after the Contract Completion Date for Substantial Completion. The revised rate is set so that ninety (90) calendar days of accrued liquidated damages fund thirty (30) calendar days of interim housing for fifteen (15) client households at the rate CAPK actually pays, in the event that Contractor-caused delay consumes that period and displaces occupancy beyond the funding deadline.

4.3 Damages recital conformed.

The "Acknowledgment of Damages" recital in Section XI of the RFP, and the corresponding recital in Attachment B, as replaced by Item 3.2 of Addendum No. 1, are DELETED AND REPLACED with the following:

> Acknowledgment of Damages. The parties acknowledge and agree that if the Contractor fails to achieve Substantial Completion by the Contract Completion Date, CAPK will sustain substantial damages that are, and will be, extremely difficult and impractical to ascertain with precision. Such damages begin to accrue on the first day of delay and include, without limitation: the consumption of the schedule float on which CAPK depends to complete tenant referral, screening, and lease-up of the assisted units within the deadlines established by CAPK's funding agreements; the cost of providing client households interim housing in motel or other temporary living space until the units can be occupied; lost and delayed operating subsidies and rental revenue for the supportive-housing units; extended construction-utilities carrying costs; the delayed delivery of housing to a vulnerable population; and material jeopardy to time-limited Homekey+ grant funding, which is subject to fixed state deadlines and to potential deobligation or recapture by the California Department of Housing and Community Development. The parties agree that the liquidated-damages amount set forth in this Contract represents a reasonable estimate, made as of the date of contract formation, of the damages CAPK would suffer from each calendar day of delayed completion, that it is set below CAPK's reasonably anticipated aggregate delay damages, and that it does not constitute a penalty.

Reason. The recital is conformed to the revised rate build-up in Attachment G. The recital expressly confirms that damages accrue from the first day of delay, so that the existence of schedule float between the Contract Completion Date and CAPK's funding deadlines does not operate to defer the accrual of liquidated damages.

4.4 Attachment G reissued.

The Liquidated Damages Worksheet at Attachment G is reissued with this Addendum and supersedes the version reissued with Addendum No. 1. Proposers shall rely on the Attachment G issued with this Addendum.

4.5 Effect on proposals.

This Item reduces the Contractor's liquidated-damages exposure by approximately sixty-seven percent (67%) from the rate established by Addendum No. 1. Proposers that have priced schedule risk in reliance on the prior rate should revise their pricing accordingly.

ITEM 5 — CONTRACT COMPLETION DATES (UNCHANGED; ADJUSTMENT RESERVED)

5.1 The Contract Milestones are UNCHANGED. Substantial Completion remains due August 13, 2027 and Final Completion remains due September 11, 2027, as stated in the RFP and in Attachment B. Proposers shall prepare and price their proposals on those dates.

5.2 CAPK has requested that the California Department of Housing and Community Development adjust the start of the Project construction window to reflect the revised execution schedule for the Project funding agreements. That request is pending and its outcome is not known as of the date of this Addendum.

5.3 In the event that CAPK obtains an adjustment to the construction window, CAPK may, at its sole option, issue a change order extending the Contract Completion Date for Substantial Completion, the Contract Completion Date for Final Completion, or both. No adjustment to the Contract Sum will be made on account of a change order issued under this Section 5.3, and the Contractor waives any claim for compensation, extended overhead, escalation, or acceleration arising from such an extension.

5.4 Nothing in this Item obligates CAPK to seek or to grant an extension of the Contract Time, and no proposer may condition its proposal on the outcome of the request described in Section 5.2. A proposal conditioned on an extension of the Contract Completion Dates may be determined non-responsive.

ITEM 6 — PROPOSAL VALIDITY AND BID GUARANTEE

6.1 The proposal validity period stated in the RFP runs from the revised Proposal Due Date established by Item 1 of this Addendum. Each proposal shall remain firm, irrevocable, and open for acceptance for the period stated in the RFP, measured from September 23, 2026.

6.2 The five percent (5%) bid guarantee required by Section X.A.iii shall be valid for the same period. A bid guarantee that expires before the end of the proposal validity period, measured from the revised Proposal Due Date, may render the proposal non-responsive. Proposers that have already obtained a bid guarantee dated to the original schedule shall confirm with their surety that the instrument remains valid, or shall obtain a replacement.

ITEM 7 — ALL OTHER TERMS UNCHANGED

Except as expressly modified by this Addendum, all terms, conditions, requirements, attachments, and Contract Documents of RFP OPS 2026-006, as previously modified by Addendum No. 1 and Addendum No. 2, remain unchanged and in full force and effect. Where language in this Addendum is shown as replacing prior language, the replacement language governs.

ATTACHMENTS TO THIS ADDENDUM

Attachment G (reissued) — Liquidated Damages Daily Rate Worksheet supporting the revised rate established by Item 4. Supersedes the Attachment G reissued with Addendum No. 1.

ACKNOWLEDGMENT OF ADDENDUM NO. 3

The undersigned acknowledges receipt of Addendum No. 3 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1, Addendum No. 2, and this Addendum. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

Community Action Partnership of Kern

Ramkabir Permanent Supportive Housing

ATTACHMENT G — Liquidated Damages Daily Rate Worksheet

901 Union Avenue, Bakersfield, CA 93307 | RFP OPS 2026-006 | Procurement File

REISSUED WITH ADDENDUM NO. 3 — supersedes the Attachment G reissued with Addendum No. 1

SECTION 1 — CLIENT INTERIM HOUSING COST (DAILY)		
Item	**Value**	**Basis**
Assisted units requiring CAPK-funded interim housing	15	Of the 30 assisted units, the 15 veteran units are expected to be covered by HUD-VASH veteran housing vouchers and are not carried as a CAPK interim-housing cost.
Interim housing / motel nightly rate per unit ($/night)	130	CAPK's actual experience. Only a limited pool of motels will accept this client population.
Daily client interim housing cost	**$1,950.00**	15 units x $130 per night.

SECTION 2 — TOTAL INTERIM HOUSING EXPOSURE		
Item	**Value**	**Basis**
Contract Completion Date for Substantial Completion	8/13/2027	RFP OPS 2026-006 and Attachment B, Form of Construction Contract. Unchanged by Addendum No. 3.
Interim housing contingency period beyond the occupancy deadline (days)	30	CAPK's planning assumption for the period during which client households would require interim housing if occupancy is displaced beyond the funding-agreement deadline.
TOTAL INTERIM HOUSING EXPOSURE	**$58,500.00**	15 units x $130 per night x 30 days.

SECTION 3 — DAILY LIQUIDATED DAMAGES RATE		
Component	**Value**	**Basis**
Total interim housing exposure	$58,500.00	Section 2 above.
Accumulation period elected by CAPK (days)	90	The number of calendar days of Contractor-caused delay over which the interim housing exposure is funded.
CALCULATED DAILY RATE	**$650.00**	Total exposure divided by the accumulation period.
DAILY LIQUIDATED DAMAGES RATE STATED IN THE CONTRACT DOCUMENTS	**$650.00**	The rate stated in RFP Section XI and in the Liquidated Damages provision of Attachment B, as revised by Addendum No. 3, Item 4.

NOTES

1. Liquidated damages accrue for each calendar day that Substantial Completion extends beyond the Contract Completion Date. Substantial Completion is evidenced by issuance of a Certificate of Occupancy or Temporary Certificate of Occupancy by the City of Bakersfield Building Department for all units.

2. Damages accrue from the first calendar day of delay. The owner float shown at Section 2 is the period CAPK requires to complete tenant referral, screening, and lease-up; its consumption by Contractor-caused delay is itself a damage to CAPK and does not defer the accrual of liquidated damages.

3. No liquidated damages are assessed for delay in achieving Final Completion. The Final Completion Date remains a Contract requirement; failure to achieve Final Completion is a basis for termination for default and for withholding of retention and final payment. See Addendum No. 1, Item 3.3 and Item 3.4.

4. This worksheet supports the reasonableness of the stated rate as an estimate of damages made as of the date of contract formation. The stated rate is set below CAPK's reasonably anticipated aggregate delay damages. It is not a limitation on CAPK's remedies for any breach other than delay in achieving Substantial Completion.

5. Reissued with Addendum No. 3 to RFP OPS 2026-006, September 8, 2026. Supersedes the Attachment G reissued with Addendum No. 1 on August 13, 2026, and the Attachment G issued with the RFP on August 10, 2026.

COMMUNITY ACTION PARTNERSHIP OF KERN

1300 18th Street, Suite 200, Bakersfield, California 93301

ADDENDUM NO. 4

RFP OPS 2026-006 — Ramkabir Permanent Supportive Housing Project

General Contractor Services

Date of issuance	September 17, 2026
Issued by	Elizabeth Garcia-Vargas, Procurement Supervisor — procurement@capk.org
Proposal Due Date	UNCHANGED — Wednesday, September 23, 2026, 2:00 p.m.
Question period	CLOSED — September 10, 2026, 5:00 p.m. Not reopened.
Contents	Responses to forty-two (42) supplemental written questions, Items 52 through 93, and the modifications made on the basis of those responses.

This Addendum modifies RFP OPS 2026-006 as set forth below and is issued to all prospective proposers. All other terms and conditions of the RFP, as previously modified by Addendum No. 1, Addendum No. 2 and Addendum No. 3, remain unchanged and in full force. Each proposer shall acknowledge receipt of this Addendum on the form at the end of this document. Failure to acknowledge an addendum may render a proposal non-responsive.

Part 1 lists every modification made by this Addendum, cross-referenced to the Item stating it. Part 2 states CAPK's response to each supplemental written question. Items are numbered sequentially, continuing RFI Response No. Bid Document 'A'-001 which concluded at Item 51.

Responses identified as modifications are express terms of this Addendum. Responses not so identified are clarifications only and do not modify the Contract Documents, per Addendum No. 2, Item 2 and Addendum No. 3, Item 2.3. Where this Addendum conflicts with the RFP, the Construction Documents, any prior addendum, or any response to a request for information, this Addendum governs.

PART 1 — MODIFICATIONS TO THE RFP AND CONTRACT DOCUMENTS

The full text of each modification is stated at the Item cross-referenced in the right-hand column.

	Document modified	Modification	See Item
A	RFP Section V.F	Evidence required to demonstrate financial capacity.	Item 53
B	RFP Section II.I; Attachment B, Section 1.d	Standard CPM at proposal; resource- and cost-loaded schedule after Notice to Proceed.	Item 54
C	Attachment B, Section 4.c	Thirty (30) day payment term for Architect-certified Applications for Payment.	Item 55
D	Attachment B, Article 7.d; RFP Section X.A.iv; Form C-1; Addendum No. 2, Items 7.1 and 7.5	Builder's Risk is procured and carried by CAPK. Line deleted from Form C-1; TOTAL BASE PROPOSAL redefined.	Item 57
E	RFP Section II.H.3	Coverage hours stated; common bid quantity of 4,740 guard-hours.	Item 59
F	Specification Section 08 53 13	Amended from vinyl to fiberglass; Pella "Impervia" is the specified product.	Item 87
G	Exterior Elevations, all buildings	"Texture Plus" faux rock keynote deleted. Adhered stone veneer, El Dorado Cliffstone Nordic Peak, all buildings, mortar joints.	Items 62, 63, 64
H	Addendum No. 2, Item 6.1	Roof tile: two-piece mission barrel by Westlake / US Tile, color red; underlayment ASTM D4869 Type III or IV.	Item 65
I	Structural Details 1/S7.0 and 5/S7.0	All sheathing on Buildings 100–300 removed and reinstalled as new.	Item 70
J	Structural Foundation Plans and Demolition Floor Plans, Buildings 100–300	All existing subfloor removed; 3/4" plywood; no new blocking.	Items 66, 67, 68
K	Sheet S4.0; Detail 3/AD3	T&G replaces plywood sheathing at exposed eaves.	Items 71, 72
L	Demolition Roof Plans, Buildings 100–300	Fascia shall be removed.	Item 73
M	Sheet A115, Building 300	New parapet cap to be installed.	Item 82
N	Details 4/AD1, 6/AD1, 14/AD1	CMU corrected to 8x8x16; half scored at both faces.	Items 85, 86
O	Details 8/S9.0 and 10/S9.0	"Precast" deleted; poured in place per the Landscape Drawings.	Item 83
P	Exterior Elevations and Roof Plans	Downspouts are 3x4 rectangular copper.	Item 79
Q	Addendum No. 2, Item 9	Contractor shall not verify underground conduit or remove sidewalk for temporary power.	Item 77
R	Door Types — Type C	Frameless, with one sidelite.	Item 93
S	Finish Plans and Finish Legend	Building 300 service rooms: sealed concrete and rubber base. Wood base residential, rubber base community.	Items 90, 91
T	Detail 2/AD2	Locations: northeast end of Building 400 and along the Union Avenue sidewalk.	Item 84

All other terms, drawings, specifications and attachments remain unchanged and in full force.

PART 2 — RESPONSES TO SUPPLEMENTAL WRITTEN QUESTIONS

Items 52 through 93.

PART A — PROCUREMENT, CONTRACT, AND SITE SECURITY

ITEM 52	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Is attendance at the August 18, 2026 job walk a firm eligibility requirement for submitting a responsive proposal? If so, will CAPK schedule a supplemental site visit before the revised proposal deadline?

RESPONSE.

Attendance at the August 18, 2026 job walk is not a condition of responsiveness. A proposal from a proposer that did not attend will not be rejected on that ground.

No supplemental site visit will be scheduled. Each proposer remains responsible for satisfying itself as to conditions at the Site.

ITEM 53	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. RFP Section V.F requires the proposer to show demonstrated financial capacity. Confirm the Project is not funded by the proposer and that the Owner will pay regular progress payments. Clarify what is to be submitted to demonstrate financial capacity.

RESPONSE.

Confirmed. The Project is Owner-funded. CAPK will make monthly progress payments on AIA Documents G702 and G703, certified by the Architect, less five percent (5%) retention.

Section V.F is satisfied by submitting any TWO of the following:

(a) A surety letter dated within sixty (60) days of the Proposal Due Date stating both the bonding capacity for this Project and the proposer's available aggregate program capacity.

(b) A letter from a federally insured financial institution confirming an unencumbered working-capital line of credit of not less than One Million Five Hundred Thousand Dollars ($1,500,000).

(c) Reviewed or audited financial statements for the two most recent completed fiscal years, which may be submitted in a separately sealed envelope marked confidential.

Section V.F is pass/fail and is not scored.

ITEM 54	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Per the Contract for Construction, Section 1.d, a resource-loaded CPM schedule is required with the proposal. Confirm a resource-loaded schedule is not required as part of the submittal, and confirm whether resource-loading is required during construction.

RESPONSE.

At proposal: a standard CPM baseline schedule is sufficient. Resource loading and cost loading are not required.

During construction: within twenty-one (21) days after the Notice to Proceed the Contractor shall submit a resource-loaded and cost-loaded baseline reconciled to the approved G703 schedule of values, and shall update it monthly as a condition of each Application for Payment.

RFP Section II.I and Attachment B, Section 1.d are modified accordingly.

ITEM 55	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Attachment B, Section 4.c states that CAPK shall pay the undisputed portion of a Vendor invoice within forty-five (45) days. Are progress payments going to be made on a forty-five day schedule?

RESPONSE.

No. The forty-five (45) day term is CAPK's standard term for ordinary vendor invoices. Attachment B, Section 4.c is amended to add the following:

> "Notwithstanding the foregoing, CAPK shall pay the undisputed amount of each monthly Application for Payment, less retention, within thirty (30) days after CAPK's receipt of the Application for Payment certified by the Architect and accompanied by the lien and bond waivers and certified payroll records required by this Contract. CAPK shall identify any disputed amount in writing within fifteen (15) days after receipt, and may withhold only the disputed amount."

The Contractor shall pay each subcontractor within seven (7) days after receipt of payment, per Business and Professions Code section 7108.5. Retention remains five percent (5%).

ITEM 56	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. RFI Response No. 1, Item 11 calls for a shoring plan by the SEOR. Confirm whether all bidders should carry the same allowance for shoring until the scope is verified.

RESPONSE.

The note should relay that any shoring needed shall be indicated by the contractor and notify the SEOR for additional information / drawings / calculations. These items would not be the contractor’s responsibility. This will be a change order if required.

Shoring required by the Contractor's own means, methods or sequencing remains the Contractor's cost.

ITEM 57	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. RFP Section X.A.iv requires the Contractor to carry Builder's Risk Insurance. The proposer's carrier declined to quote. The proposer suggests the Owner purchase the policy.

RESPONSE.

BUILDER'S RISK / COURSE OF CONSTRUCTION INSURANCE WILL BE PROCURED AND CARRIED BY CAPK. Proposers shall not carry, price, or place builder's risk insurance for this Project.

(a) Attachment B, Article 7.d is deleted and replaced: "CAPK shall procure and maintain 'all-risk' builder's risk / course-of-construction insurance on a replacement-cost basis covering the full completed value of the Work, including materials stored on and off site and in transit, until Final Completion and acceptance. CAPK, the City of Bakersfield and the Contractor shall be named insureds and loss payees as their interests appear. The policy shall include soft costs, shall be primary and non-contributory, and shall contain a waiver of subrogation in favor of CAPK, the City and the Contractor. CAPK shall furnish the policy declarations to the Contractor before mobilization. CAPK shall be responsible for the policy deductible."

(b) RFP Section X.A.iv is amended to delete "and builder's risk" from the insurance carried by the Contractor.

(c) The Contractor shall carry an installation floater or equivalent for its own tools, equipment and materials not yet incorporated into the Work.

(d) The "Builders Risk Insurance" line on Form C-1 is DELETED. Proposers shall mark it "By Owner."

(e) Addendum No. 2, Item 7.1 is amended so that the TOTAL BASE PROPOSAL is the sum of the Base Lump Sum and the Site Security Lump Sum. Item 7.5 is conformed to those two lines. The scoring formula at Item 7.2 and the 60-point value of Criterion 3 are unchanged.

(f) CAPK shall furnish the policy declarations and protective-safeguards endorsement to the successful proposer within five (5) business days after the Notice of Intent to Award. RFP Section II.H.7 and Attachment B, Article 7.f otherwise apply to CAPK's policy.

(g) The Contractor's obligations for care, custody and control of the Site, site security, protection of the Work, and indemnity are unchanged, as are its commercial general liability, automobile and workers' compensation coverages. Nothing in this Item limits CAPK's recourse against the Contractor for loss or damage caused by the Contractor's acts or omissions.

Any proposer that has priced builder's risk shall remove that cost before submitting.

ITEM 58	PROCUREMENT, CONTRACT, AND SITE SECURITY	CLARIFICATION ONLY

QUESTION. Is a full-time security guard subject to prevailing wage? 8 CCR section 16000 states that protection provided by guards, watchmen or other security forces is excluded, but it depends on what the awarding body has determined. Since there is no wage determination for security guard, can CAPK advise?

RESPONSE.

The exception cited appears within the definition of "maintenance" in 8 CCR section 16000 and does not determine coverage of services furnished under a construction contract. The Director publishes no determination for the classification "security guard," and CAPK cannot designate a rate for a classification the Director has not determined.

For bidding, all proposers shall bid on the following common basis:

(a) Hours in which a guard performs only observation, access control, patrol and reporting, and performs no construction, alteration, demolition, installation or repair work, are bid at the security vendor's commercial rate. No prevailing wage rate is carried for those hours.

(b) Hours in which security personnel perform covered work are paid and reported at the applicable determination for the work performed.

(c) The security vendor shall register under Labor Code section 1725.5 and furnish certified payroll for any hours under subparagraph (b).

This is a bidding instruction, not a coverage determination. A proposer may request a coverage determination from the Director under Labor Code section 1773.5.

ITEM 59	PROCUREMENT, CONTRACT, AND SITE SECURITY	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Section II.H.3 requires guard coverage "at a minimum, overnight on weekdays and full coverage on weekends and holidays [specify, e.g., 6:00 p.m.-6:00 a.m. weekdays and 24 hours on weekends/holidays]." The bracketed text appears to be an unfilled placeholder. Confirm the exact coverage hours so every proposer prices the same quantity.

RESPONSE.

The bracketed text is an unfilled placeholder and is deleted. Section II.H.3 is amended to read:

"3. Licensed, uniformed security guard coverage Monday through Friday, 6:00 p.m. to 6:00 a.m., and twenty-four (24) hours per day on Saturdays, Sundays and observed holidays. Coverage shall be continuous with no gap at the boundary with construction-hours supervision. The level of coverage is subject to adjustment by CAPK after award, by change order at the per-guard-hour unit rate on Form C-1."

Each proposer shall price the Site Security Lump Sum on FOUR THOUSAND SEVEN HUNDRED FORTY (4,740) guard-hours:

Component	Days	Hours/day	Guard-hours
Weekdays, Monday–Friday (6:00 p.m.–6:00 a.m.)	215	12	2,580
Saturdays and Sundays	84	24	2,016
CAPK-observed holidays falling Monday–Friday (additional)	12	12	144

Component	Days	Hours/day	Guard-hours
TOTAL — Estimated NTP 10/19/2026 to Substantial Completion 8/13/2027	**299**		**4,740**

Adjustments will be made by change order at the per-guard-hour unit rate on Form C-1. That rate is not included in the TOTAL BASE PROPOSAL and is not scored.

ITEM 60	PROCUREMENT, CONTRACT, AND SITE SECURITY	CLARIFICATION ONLY

QUESTION. May monitored video surveillance with verified response and law enforcement dispatch satisfy part or all of the coverage required under Section II.H.3 in lieu of on-site guard hours?

RESPONSE.

No. Sections II.H.2 and II.H.3 are cumulative. Every proposer shall price the full Section II.H.2 scope and the full 4,740 guard-hours stated at Item 59.

The coverage-level reservation in Section II.H.3 is a right reserved to CAPK after award, exercisable only by change order. It is not an election available at bid. A proposal that substitutes surveillance for required guard hours may be determined non-responsive.

ITEM 61	PROCUREMENT, CONTRACT, AND SITE SECURITY	CLARIFICATION ONLY

QUESTION. Is the builder's-risk protective-safeguards warranty to be satisfied by the monitored surveillance and alarm system under Section II.H.2, by the guard coverage under Section II.H.3, or by both?

RESPONSE.

By the complete program — Sections II.H.1 through II.H.5 together with the handoff protocol at Section II.H.9.

The Contractor shall obtain a single written confirmation from the carrier identifying each protective-safeguards, watchman and vacancy condition in the policy and the element of the program that satisfies it. A confirmation addressing only one element does not satisfy the requirement.

Per Item 57, the policy is CAPK's. CAPK will furnish the declarations and the protective-safeguards endorsement within five (5) business days after the Notice of Intent to Award.

The correct citation is Attachment B, Article 7.f. Article 11 is Indemnification.

PART B — EXTERIOR CLADDING AND ROOFING

ITEM 62	EXTERIOR CLADDING AND ROOFING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Exterior Elevations call for "Texture Plus" faux rock wall panels but Detail 4/AD2 calls for a stone veneer, and Specification 04 43 14 Adhered Stone Veneer has been provided. Clarify the stone finish at the building exterior.

RESPONSE.

Disregard the faux rock wall panels. The "Texture Plus" keynote is deleted.

Bid adhered stone veneer: "El Dorado Stone," Style "Cliffstone," Color "Nordic Peak."

Specification Section 04 43 14 and Detail 4/AD2 govern the installation.

ITEM 63	EXTERIOR CLADDING AND ROOFING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Pre-Bid RFI #001, Item #12 changed the stone veneer on Building 300 to Eldorado Cliffstone Nordic Peak. Is the stone veneer on Buildings 100, 200 and 400 also changed to Eldorado Cliffstone Nordic Peak?

RESPONSE.

Confirmed. Eldorado Cliffstone Nordic Peak for the exterior of all buildings.

ITEM 64	EXTERIOR CLADDING AND ROOFING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Is the stone veneer to be installed dry stack, or with mortar joints between the stones?

RESPONSE.

Mortar joints between the stone veneer.

ITEM 65	EXTERIOR CLADDING AND ROOFING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Exterior Elevations call for "Angelus" clay tile roof, but Angelus does not make a clay tile roof and Specification 07 32 00 does not provide a make or model. Clarify the roof tile specification.

RESPONSE.

Typical roofing shall be two-piece mission barrel by "Westlake" and "US Tile" in color red. Underlayment shall meet ASTM D4869 Type III or Type IV.

This revises Addendum No. 2, Item 6.1 as to product and color. Items 6.2, 6.3 and 6.4 of Addendum No. 2 are unchanged: all-new tile, no salvage or reinstallation, and no alternate price.

PART C — STRUCTURAL AND FRAMING

ITEM 66	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Per the note on sheet S2.1 for Buildings 100, 200 and 300, "Replace Existing Sub-floor Sheathing with 3/4" Plywood w/ 10d @ 6" O.C. E.N." Do Buildings 100 through 300 have an existing subfloor? If so, is all of the existing subfloor to be removed and replaced?

RESPONSE.

Buildings 100–300 have an existing subfloor. Sub-floor height varies from building to building. All existing subfloors in Buildings 100–300 are to be removed.

ITEM 67	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Demolition Floor Plans do not indicate removal of the floor sheathing but the Structural Foundation Plans call to remove and replace floor sheathing. Confirm on the Demolition Floor Plans that the existing floor sheathing is to be removed.

RESPONSE.

All existing subfloors in Buildings 100–300 are to be removed. The Structural Foundation Plans govern and the Demolition Floor Plans are supplemented accordingly.

ITEM 68	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. If the existing subfloor is to be completely removed and replaced, does the floor sheathing require new blocking? Will 3/4" OSB tongue-and-groove sheathing be acceptable?

RESPONSE.

Existing sub-floor is to be completely removed. Do not bid with new blocking. Replace existing sub-floor sheathing with 3/4" plywood w/ 10d @ 6" O.C. (E.N.)

ITEM 69	STRUCTURAL AND FRAMING	CLARIFICATION ONLY

QUESTION. Sheets S2.1 for Buildings 100, 200 and 300 show interior shear walls. Confirm whether sheathing at each shear wall location is required to run the full length of the wall line to its natural termination, rather than stopping at the scheduled "L=" length.

RESPONSE.

The "L" length governs. If you are referring to the footing, the footing will run continuous through the room.

ITEM 70	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Wall type "Building Envelope" on the Floor Plan Wall Legend calls for 5/8" fire-code gypsum panels either side of 2x6 studs. Structural Details 1 and 5 on S7.0 show existing sheathing on the exterior. Clarify whether existing exterior wall sheathing is to remain.

RESPONSE.

Disregard structural details that show existing sheathing. All sheathing on Buildings 100–300 shall be removed and reinstalled as new.

ITEM 71	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Detail 3/AD3 calls for 1x T&G sheathing at exposed eave conditions at Buildings 100, 200 and 300. (A) Does Detail 3/AD3 apply to the new patio areas? (B) What is the lumber species and grade for the 1x6 eave material? (C) Is 1x T&G and 1/2" sheathing required, or just 1x6 T&G?

RESPONSE.

T&G to replace plywood sheathing. The T&G eaves can be a paint grade Doug Fir.

ITEM 72	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Demo Roof Plans (A115) at Buildings 100, 200 and 300 show a hatched zone denoting roofing to be removed to expose existing framing for new sheathing. (A) Confirm new 1/2" sheathing is to be installed at these locations. (B) At the exposed eaves, is T&G required, and if so is it T&G and 1/2" sheathing, or just T&G?

RESPONSE.

Install 1/2" sheathing where we remove the existing. Exposed eaves will be T&G only, painted Doug Fir.

ITEM 73	STRUCTURAL AND FRAMING	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Demo Roof Plans do not state removal of the existing fascia, but Structural Roof Plan S4.0 calls out 1/S7.0, which states "2x Fascia w/ (2) 8d ea. Joist, see Arch." Will existing fascia be removed and new fascia supplied and installed?

RESPONSE.

Fascia shall be removed.

Profile per Architectural Detail 3/AD3, per RFI Response No. 1, Item 38.

ITEM 74	STRUCTURAL AND FRAMING	CLARIFICATION ONLY

QUESTION. Structural Roof Framing Plan S4.1 designates "New 2x8 Ceiling Joists at 24" o.c., at demolished interior wall locations, typ." How many residence rooms require this new ceiling joist framing?

RESPONSE.

New 2x8 ceiling joists are at demolished interior wall locations only. See demolition plan for wall demolition.

ITEM 75	STRUCTURAL AND FRAMING	CLARIFICATION ONLY

QUESTION. Plan sheet S2.1, detail 7 on S5.0, calls for a new stem wall. Confirm whether there is an existing section of stem wall to be removed.

RESPONSE.

This stem wall detail pertains to new wall. No removal of any existing stem wall is required.

PART D — SITE, CIVIL, AND SITE STRUCTURES

ITEM 76	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Confirm status of the Soils Report.

RESPONSE.

No soils report has been prepared for this Project. Structural General Note 3 states: "No soils report for this project has been prepared. Allowable soil bearing values used are per Table 1806.2 of the 2022 California Building Code." Bid on that basis.

RFI Response No. 1, Item 2 is corrected. The Krazan & Associates document in the bid documents is a Phase I Environmental Site Assessment dated March 27, 2025. It is not a geotechnical report.

Differing subsurface conditions are addressed under the Differing Site Conditions Article added by Addendum No. 1, Item 1.

ITEM 77	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Per Addendum No. 2, Item 9.9 and RFI #1, the Contractor is to provide temporary power underground from the corner of 8th Street and Union Avenue. Confirm whether there is an existing underground conduit to be used, or whether the scope includes removal and replacement of sidewalk to run new conduit.

RESPONSE.

CAPK has explored temporary power solutions and has applied for a temporary power drop from PG&E. This power will be brought over from the south (8th Street) onto the adjacent property to a temporary meter. Contractors shall be granted access to the temporary power and use it as necessary once established.

Contractor shall not verify underground conduit or remove sidewalk for temporary power at this time. That scope is deleted and shall not be carried in the Base Lump Sum.

ITEM 78	SITE, CIVIL, AND SITE STRUCTURES	CLARIFICATION ONLY

QUESTION. Confirm whether the existing or new conduit confirmed above can be used for the permanent power supply as well.

RESPONSE.

Negative. Power will be brought in from the East, along Union Avenue.

ITEM 79	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The plans and details do not provide a proper callout for the gutter downspouts. Assuming the downspouts are 3" copper to match the gutters. Clarify downspout finish and size.

RESPONSE.

Correct. 3x4 rectangular copper downspouts.

ITEM 80	SITE, CIVIL, AND SITE STRUCTURES	CLARIFICATION ONLY

QUESTION. Plan Sheet C1 shows a retaining wall up to 2'-6" high at the Building 300 parking. Confirm whether this wall will require a guardrail.

RESPONSE.

Not required.

ITEM 81	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Plan sheet A118 east elevation calls for an architectural feature to be removed; sheet A119 south elevation calls for the feature to remain. Confirm whether the feature is to be removed.

RESPONSE.

This response is given as to Building 300. The architectural feature is to be removed, since a majority of that face is being removed. If the feature is to be re-installed, a change order may be issued.

ITEM 82	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Plan sheet A115 at Building 300 calls for the existing flat roof to remain. Confirm the existing sheet metal parapet cap and roof drains are to remain, and confirm it is acceptable that this section of roof will not have a warranty.

RESPONSE.

Flat roof to remain. New parapet cap to be installed. Roof drains are on the Civil Drawings. Warranty is noted.

ITEM 83	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Structural details 8/S9.0 and 10/S9.0 call for the concrete countertop and seat-wall cap at the Outdoor Grill to be precast and state "see Landscape." Landscape sheet LCD.03, Keynotes 6 and 7, call for poured in place. Confirm.

RESPONSE.

Follow the landscaping drawings with pour-in-place concrete. The word "precast" on Details 8/S9.0 and 10/S9.0 is deleted.

ITEM 84	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Detail 2/AD2 shows an existing retaining wall to be plastered with a 16" radius cement cap. We are unable to find the locations this detail pertains to. Provide the locations.

RESPONSE.

This existing retaining wall is to the northeast end of Building 400, and along the sidewalk on Union Avenue.

ITEM 85	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Detail 6/AD1 calls for 6x9x16 CMU at the Trash Enclosure (CMU is not manufactured 9" high). Detail 3/AD1 calls for 8x8x16. Details 3/S9.0 and 12/S9.0 call for 8" CMU. Is the Trash Enclosure CMU to be 6x8x16 or 8x8x16?

RESPONSE.

Typo. CMU trash enclosure blocks to be 8x8x16.

ITEM 86	SITE, CIVIL, AND SITE STRUCTURES	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Detail 4/AD1 calls for half score gray concrete block and shows the score on both the inside and outside. Detail 14/AD1 does not show scored block. (1) Is the CMU to be scored? (2) If scored, exterior only or both faces?

RESPONSE.

Per 4/AD1, concrete blocks shall be half scored at both interior and exterior faces.

PART E — INTERIOR FINISHES, WINDOWS, AND DOORS

ITEM 87	INTERIOR FINISHES, WINDOWS, AND DOORS	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Window Schedules call for 'Pella' "Impervia" windows but specification 08 53 13 calls for 'Milgard' "Tuscany" windows. Which is correct? May an alternate window be submitted?

RESPONSE.

Please bid per plan, not specification. Windows shall be ‘Pella’. Value engineering on window types and manufacturer shall be coordinated with owner and bid award contractor.

ITEM 88	INTERIOR FINISHES, WINDOWS, AND DOORS	CLARIFICATION ONLY

QUESTION. Specification 09 65 16 Resilient Sheet Flooring is provided but this flooring type is not shown on any of the finish plans. Confirm there is no resilient sheet flooring on this project.

RESPONSE.

No resilient sheet flooring for this project.

ITEM 89	INTERIOR FINISHES, WINDOWS, AND DOORS	CLARIFICATION ONLY

QUESTION. Plan Sheet A211 at Building 300 calls for a shower bench. Provide a specification for a bench compatible with the Delta shower insert.

RESPONSE.

The shower insert will be installed on the south, west and north walls. The east (wing) wall on which the bench is installed is a tiled wall. Attach per the manufacturer's instructions to the tiled stud wall.

Provide in-wall blocking at the bench location.

ITEM 90	INTERIOR FINISHES, WINDOWS, AND DOORS	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. Building 300 (Part B) includes the Utility Room, Storage and Mechanical Rooms, which do not show any finishes. Should they be sealed concrete with a rubber base, similar to the Building 400 Storage and Utility rooms?

RESPONSE.

Correct. Match the concrete floor and rubber wall base from the Building 400 storage and utility rooms for the Building 300 Utility, Storage and Mechanical Rooms.

ITEM 91	INTERIOR FINISHES, WINDOWS, AND DOORS	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. In the finish plans for Buildings 100, 200 and 300, BS-1 is shown as a wood base. For Building 400, BS-1 is shown as a rubber base. Clarify the intent.

RESPONSE.

Confirmed. Rubber wall base in community areas and wood wall base in residential areas.

ITEM 92	INTERIOR FINISHES, WINDOWS, AND DOORS	CLARIFICATION ONLY

QUESTION. (1) Are the shower doors required to be fire-rated? (2) Would a semi-frameless shower door system by CRL Products, using 1/2" single-pane clear tempered glass, be acceptable?

RESPONSE.

Shower doors are not fire-rated.

CRL Products using 1/2" clear tempered glass is acceptable.

ITEM 93	INTERIOR FINISHES, WINDOWS, AND DOORS	MODIFIES THE CONTRACT DOCUMENTS

QUESTION. The Type C aluminum and glass doors are shown in the door type with a frame and one sidelite. In the interior elevations and floor plans they appear to have two sidelites and to be frameless. Confirm whether the interior elevations may be used as the basis for pricing.

RESPONSE.

The Type C assembly shall be frameless, with one sidelite. Price on that basis.

ACKNOWLEDGMENT OF ADDENDUM NO. 4

The undersigned acknowledges receipt of Addendum No. 4 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1, Addendum No. 2, Addendum No. 3 and this Addendum No. 4.

This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

END OF ADDENDUM NO. 4

COMMUNITY ACTION PARTNERSHIP OF KERN
1300 18th Street, Suite 200, Bakersfield, California 93301

ADDENDUM NO. 5

RFP OPS 2026-006 — Ramkabir Permanent Supportive Housing Project
General Contractor Services

Date of issuance	September 21, 2026
Issued by	Elizabeth Garcia-Vargas, Procurement Supervisor — procurement@capk.org
Proposal Due Date	REVISED — Wednesday, October 7, 2026, 2:00 p.m. — see Item 1
Question period	CLOSED — September 10, 2026, 5:00 p.m. Not reopened. — see Item 2
Proposal validity	60 calendar days from the Proposal Due Date — see Item 3
Contents	Extension of the Proposal Due Date; establishment of the proposal validity period and conforming bid-guarantee requirement; a revised procurement schedule; and supplemental responses from the Project Architect, Items 95 through 97.

This Addendum modifies RFP OPS 2026-006 as set forth below and is issued to all prospective proposers. All other terms and conditions of the RFP, as previously modified by Addendum No. 1, Addendum No. 2, Addendum No. 3 and Addendum No. 4, remain unchanged and in full force. Each proposer shall acknowledge receipt of this Addendum on the form at the end of this document and shall include the signed acknowledgment with its proposal. Failure to acknowledge an addendum may render a proposal non-responsive.

PROPOSERS ARE DIRECTED TO THE FOLLOWING

Item 1 — the Proposal Due Date is extended to Wednesday, October 7, 2026, 2:00 p.m.

Item 3 — each proposal must remain firm and irrevocable for sixty (60) calendar days from the Proposal Due Date, and the bid guarantee must remain valid through that period.

Item 96 — the field paint system on Sheet LCD.01 is DELETED and replaced with shop-applied powder coat over the pre-galvanized substrate. Panels will be bracket attached.

Item 97 — there are 5 building permits (one for each Building and one for the site), plan-check and inspection fees are paid by CAPK.

Item 95 — Detail E on Sheet LCD.01 is amended from round pickets and rails to square tube sections.

ITEM 1 — PROPOSAL DUE DATE (EXTENDED)

1.1 The Proposal Due Date is **REVISED** from 2:00 p.m., Wednesday, September 23, 2026 to **2:00 p.m., Wednesday, October 7, 2026**. Proposals shall be delivered in accordance with the Proposal Submission Information in the RFP. The place and manner of delivery are unchanged. Proposals received after the revised date and time will not be accepted.

1.2 Reason. The development agreement between CAPK and the City of Bakersfield, and the Homekey+ Standard Agreement among the City of Bakersfield, CAPK and the California Department of Housing and

Community Development, remain unexecuted as of the date of this Addendum. Award and issuance of the Notice to Proceed are conditioned upon execution of those instruments under Section 3.2 of Addendum No. 3. This Addendum also issues supplemental responses from the Project Architect to questions submitted within the supplemental question period that were not addressed in Addendum No. 4. CAPK has determined that a two-week extension will allow proposers to incorporate those responses into their pricing and will align the award action with the revised approval calendar. CAPK considers the resulting proposals to be of greater value to the Project than proposals prepared on the prior schedule.

1.3 CAPK reserves the right to extend the Proposal Due Date further by addendum. Any such extension will be issued in writing to all prospective proposers and by no other means.

ITEM 2 — VENDOR QUESTION PERIOD (REMAINS CLOSED)

2.1 The vendor question period closed at 5:00 p.m. on Thursday, September 10, 2026, as established by Item 2 of Addendum No. 3. The question period is NOT reopened by this Addendum. The extension of the Proposal Due Date under Item 1 does not reopen the question period.

2.2 Item 6 of this Addendum responds to questions already submitted within the supplemental question period. It does not create a new opportunity to submit questions. Questions received after September 10, 2026 will not be answered.

2.3 Section XIV of the RFP, Prohibited Activity, remains in full force.

ITEM 3 — PROPOSAL VALIDITY PERIOD AND BID GUARANTEE (ESTABLISHED)

3.1 This Item **supersedes Item 6 of Addendum No. 3** in its entirety and states the proposal validity period expressly.

3.2 Each proposal shall remain firm, irrevocable, and open for acceptance by CAPK for **sixty (60) calendar days** measured from the Proposal Due Date established by Item 1 of this Addendum. The proposal validity period therefore expires at 2:00 p.m. on **December 6, 2026**.

3.3 A proposal that states a validity period shorter than sixty (60) calendar days, or that conditions its validity on any event, may be determined non-responsive.

3.4 The five percent (5%) bid guarantee required by Section X.A.iii of the RFP shall remain valid through the end of the proposal validity period. A bid guarantee that expires before December 6, 2026 may render the proposal non-responsive. Proposers that obtained a bid guarantee dated to a prior schedule shall confirm with their surety that the instrument remains valid through that date, or shall obtain a replacement instrument.

3.5 CAPK may request in writing that proposers extend the proposal validity period beyond sixty (60) calendar days. No proposer is obligated to grant such a request. A proposer that declines a requested extension shall be released from its proposal and its bid guarantee returned, and the declination shall not be considered in the evaluation of that proposer on this or any future solicitation.

3.6 If the Proposal Due Date is extended again by addendum, the sixty (60) calendar-day validity period shall run from the Proposal Due Date as most recently revised, and the bid-guarantee requirement in Section 3.4 shall be measured from that revised date.

ITEM 4 — REVISED PROCUREMENT SCHEDULE

The procurement schedule stated in Item 3 of Addendum No. 3 is REVISED as follows. Dates shown as anticipated are estimates for the convenience of proposers, are not Contract requirements, and may change.

Milestone	Date	Status
Addendum No. 5 issued	September 21, 2026	Firm
Vendor question period	Closed September 10, 2026	Closed
Proposals due	October 7, 2026, 2:00 p.m.	Firm
Responsiveness and minimum-qualifications review	October 7 – 9, 2026	Anticipated
Evaluation committee scoring	October 12 – 16, 2026	Anticipated
Recommendation of award prepared and posted	October 19, 2026	Anticipated
Award action by CAPK	On or about October 22, 2026	Anticipated
Notice of Intent to Award issued	On or about October 23, 2026	Anticipated
Executed contract, bonds, and insurance due	Within ten (10) days of Notice of Intent to Award	Per Section X.A.iii
Estimated Notice to Proceed	On or about November 2, 2026	Anticipated

4.1 The Estimated Notice to Proceed date shown in Item 3 of Addendum No. 3 is superseded by the date shown above. The Notice to Proceed date is an estimate only. No Notice to Proceed will be issued until the Contractor has delivered the executed Contract, the one hundred percent (100%) performance and payment bonds required by Section X.A.iii, and the insurance certificates and endorsements required by the Contract Documents.

4.2 Section 3.2 of Addendum No. 3 remains in full force and is restated for clarity. Award and issuance of the Notice to Proceed are conditioned upon execution of the development agreement between CAPK and the City of Bakersfield and execution of the Homekey+ Standard Agreement among the City of Bakersfield, CAPK and the California Department of Housing and Community Development. CAPK reserves the right to delay the Notice to Proceed until those instruments are executed, and no adjustment to the Contract Sum will be made on account of such a delay occurring within thirty (30) days of the Estimated Notice to Proceed date shown above.

ITEM 5 — CONTRACT COMPLETION DATES (UNCHANGED; ADJUSTMENT RESERVED)

5.1 The Contract Milestones are **UNCHANGED**. Substantial Completion remains due August 13, 2027 and Final Completion remains due September 11, 2027, as stated in the RFP and in Attachment B. Proposers shall prepare and price their proposals on those dates.

5.2 Item 5 of Addendum No. 3 remains in full force. CAPK has requested that the California Department of Housing and Community Development adjust the start of the Project construction window to reflect the revised execution schedule for the Project funding agreements. That request is pending and its outcome is not known as of the date of this Addendum.

5.3 Nothing in this Addendum obligates CAPK to seek or to grant an extension of the Contract Time. No proposer may condition its proposal on the outcome of the request described in Section 5.2, or on the extension of the Proposal Due Date made by Item 1. A proposal so conditioned may be determined non-responsive.

ITEM 6 — SUPPLEMENTAL RESPONSES FROM THE PROJECT ARCHITECT (ITEMS 95 THROUGH 97)

6.1 Source. This Item states the responses contained in RFI Response No. Bid Document 'A'-003, Skarphol Frank Associates, dated September 3, 2026. Those responses were not issued with Addendum No. 3 or Addendum No. 4. Item numbering continues the sequence established by Addendum No. 4 and begins at Item 95.

6.2 Status of RFI responses. Consistent with Item 2 of Addendum No. 2, a response to a request for information is a clarification only and is not a Contract Document. Any change to the RFP, the Construction Documents or the Contract Documents is made by the express terms of this Addendum and by no other instrument. Where the Architect's response is quoted below, it is quoted as written; the operative requirement is the modification stated by CAPK beneath it.

6.3 Precedence. Under Attachment B, Section 1.b, addenda take precedence over both the specifications and the plans. The modifications stated in Items 95 and 96 therefore govern over Sheet LCD.01 and over any Specification Section that would otherwise require a different picket, rail or finish for this assembly.

MODIFICATIONS MADE BY THIS ITEM

ITEM 95 — SHEET LCD.01, DETAIL E: PICKET AND RAIL SECTIONS

Question as submitted. *Detail E on Sheet LCD.01 calls ¾" round pickets AND 1 ⅜" round rails — Please confirm.*

Architect's response, as written. *"The actual specifications should be ¾" x 16G SQ. pickets 1 ½" x 14G Sq. Rails"*

ITEM 96 — SHEET LCD.01: PANEL ATTACHMENT AND FINISH SYSTEM

Question as submitted. *Sheet LCD.01 calls for pre-galvanized and then paint with one coat epoxy primer and one coat exterior enamel finish color by owner — Please confirm.*

Architect's response, as written. *"We will be bracket attaching these panels to the posts — there's no reason to paint, just powder coat because there is no touching up on field welds in this installation method. Owner to select RAL color."*

ITEM 97 — BUILDING AND SITE PERMITS; PERMIT FEES

Question as submitted. *Is there a permit for each building and site?*

Architect's response, as written. *"There are 5 building permits (one for each building and one for the site)"*

MODIFICATION.

97.1 Permit count. There are five (5) separate permits: four (4) building permits, one for each of Buildings 100, 200, 300 and 400, and one (1) site permit. Proposers shall account for all five permits, and for the inspections associated with each, in inspection sequencing and in the resource-loaded and cost-loaded CPM schedule required by Item 54 of Addendum No. 4. This Item confirms that the Project comprises four (4) buildings.

97.2 Permit fees are paid by CAPK. Notwithstanding Attachment B, Section 1.c, CAPK shall pay the permit fees, plan-check fees, and required inspection fees charged by the City of Bakersfield and by any other agency having jurisdiction for the five (5) permits identified in Section 97.1. Proposers shall EXCLUDE those fees from the Base Lump Sum and from every other line of Cost Proposal Form C-1.

ITEM 7 — ALL OTHER TERMS UNCHANGED

Except as expressly modified by this Addendum, all terms, conditions, requirements, attachments, and Contract Documents of RFP OPS 2026-006, as previously modified by Addendum No. 1, Addendum No. 2, Addendum No. 3 and Addendum No. 4, remain unchanged and in full force and effect. Where language in this Addendum is shown as replacing prior language, the replacement language governs.

ACKNOWLEDGMENT OF ADDENDUM NO. 5

The undersigned acknowledges receipt of Addendum No. 5 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum No. 1, Addendum No. 2, Addendum No. 3, Addendum No. 4, and this Addendum. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

COMMUNITY ACTION PARTNERSHIP OF KERN

1300 18th Street, Suite 200, Bakersfield, California 93301

ADDENDUM NO. 6

RFP OPS 2026-006 — Ramkabir Permanent Supportive Housing Project

General Contractor Services

Date of issuance	October 1, 2026
Issued by	Elizabeth Garcia-Vargas, Procurement Supervisor — procurement@capk.org
Proposal Due Date	UNCHANGED — Wednesday, October 7, 2026, 2:00 p.m.
Question period	CLOSED — September 10, 2026, 5:00 p.m. Not reopened.
Contents	Revised mechanical system, Buildings 100–300; revised Contract Completion Dates; conformed site-security guard-hour quantity and liquidated-damages recital.

This Addendum modifies RFP OPS 2026-006 as set forth below and is issued to all prospective proposers. All other terms and conditions of the RFP, as previously modified by Addendum Nos. 1 through 5, remain unchanged and in full force. Each proposer shall acknowledge receipt of this Addendum on the form at the end of this document. Failure to acknowledge an addendum may render a proposal non-responsive.

PROPOSERS ARE DIRECTED TO THE FOLLOWING

Item 1 — the mechanical system for Buildings 100, 200 and 300 is REVISED to thru-the-wall PTAC heat pumps. Revised mechanical sheets are issued with this Addendum.

Item 2 — the Contract Completion Dates are EXTENDED. Substantial Completion moves to September 11, 2027 and Final Completion to October 11, 2027.

Item 3 — the site-security common bid quantity is conformed from 4,740 to 5,004 guard-hours.

The Proposal Due Date is UNCHANGED at October 7, 2026, 2:00 p.m.

ITEM 1 — MECHANICAL SYSTEM, BUILDINGS 100, 200 AND 300 (REVISED)

1.1 The mechanical system serving the dwelling units in Buildings 100, 200 and 300 is REVISED to thru-the-wall PTAC heat pumps, installed per the manufacturer's instructions. The revised mechanical sheets issued with this Addendum govern as to model, capacity, quantity and location. Building 400 is unchanged.

1.2 Sheets issued. Where a sheet issued with this Addendum bears the same number as a Bid Set sheet, it SUPERSEDES AND REPLACES that sheet. Sheets not previously issued are ADDED.

Building	Sheets issued	Status
Building 100	M210, M211, M212	M210 replaces; M211–M212 added
Building 200	M210 through M215	M210 replaces; M211–M215 added
Building 300	M210, M211, M212	M210 replaces; M211–M212 added

1.3 Electrical work. The PTAC units are CORD-AND-PLUG CONNECTED. NO DISCONNECT SWITCHES ARE REQUIRED. The Contractor shall furnish and install all electrical rough-in, conduit, conductors and circuiting, and a dedicated receptacle of the configuration required by the manufacturer's published data at each unit location, WHETHER OR NOT that work is shown on the electrical drawings. This work is included in the Base Lump Sum.

1.4 The support approved at RFI Response No. 1, Item 22 remains in force at residential units.

1.5 The item at Equipment Schedule mark 9, listed as Contractor Furnished and Contractor Installed in the Responsibility Matrix at Addendum No. 2, Item 4, is the PTAC unit established by this Item and remains Contractor Furnished and Contractor Installed.

1.6 This Item changes the base scope of work. Any proposer that has priced the mechanical system shown in the Bid Set shall revise its pricing. No alternate or deductive price is requested, consistent with Addendum No. 2, Item 6.4.

ITEM 2 — CONTRACT COMPLETION DATES (EXTENDED)

2.1 This Item supersedes Item 5 of Addendum No. 5 and Item 5 of Addendum No. 3 as to the Contract Completion Dates. The Contract Milestones stated in the RFP and in Attachment B are REVISED as follows:

Contract Milestone	Prior date	REVISED date
Substantial Completion	August 13, 2027	September 11, 2027
Final Completion	September 11, 2027	October 11, 2027

2.2 Proposers shall price their proposals on the revised dates. Attachment H and every other reference in the RFP and the Contract Documents to the Contract Completion Dates are conformed. Time remains of the essence.

2.3 Further adjustment reserved. Item 5.3 of Addendum No. 3 remains in full force. CAPK has requested that the California Department of Housing and Community Development adjust the start of the Project construction window. That request is pending. If CAPK obtains an adjustment, CAPK may at its sole option issue a change order further extending either or both Contract Completion Dates. NO ADJUSTMENT TO THE CONTRACT SUM WILL BE MADE on account of such a change order, and the Contractor waives any claim for compensation, extended overhead, escalation or acceleration arising from it.

2.4 No proposal may be conditioned on the outcome of that request or on any further extension of the Contract Time. A proposal so conditioned may be determined non-responsive.

ITEM 3 — SITE SECURITY COMMON BID QUANTITY (CONFORMED)

3.1 The quantity of 4,740 guard-hours at Item 59 of Addendum No. 4 was derived from the Estimated Notice to Proceed date and Substantial Completion Date then in effect, both of which have been revised. Each proposer shall price the Site Security Lump Sum on FIVE THOUSAND FOUR (5,004) guard-hours:

Component	Days	Hours/day	Guard-hours
Weekdays, Monday–Friday (6:00 p.m.–6:00 a.m.)	225	12	2,700
Saturdays and Sundays	89	24	2,136
CAPK-observed holidays falling Monday–Friday (additional)	14	12	168
TOTAL — Estimated NTP November 2, 2026 to Substantial Completion September 11, 2027	**314**		**5,004**

3.2 The coverage schedule at Item 59 of Addendum No. 4 is UNCHANGED. Adjustments to the quantity actually required will be made by change order at the per-guard-hour unit rate on Form C-1.

ITEM 4 — LIQUIDATED DAMAGES (RATE UNCHANGED; RECITAL CONFORMED)

4.1 The rate of SIX HUNDRED FIFTY DOLLARS ($650.00) PER CALENDAR DAY established by Item 4.1 of Addendum No. 3, and the Attachment G derivation supporting it, are UNCHANGED.

4.2 Item 4.2 of Addendum No. 3 recites that the funding-agreement deadline for full occupancy falls approximately one hundred twenty-two (122) calendar days after the Contract Completion Date for Substantial Completion. By reason of Item

2 of this Addendum, that figure is CONFORMED to read ninety-three (93) calendar days. All other provisions of Item 4 of Addendum No. 3 remain in full force.

ITEM 5 — ALL OTHER TERMS UNCHANGED

The Proposal Due Date remains 2:00 p.m., Wednesday, October 7, 2026, and the proposal validity period and bid-guarantee requirement at Item 3 of Addendum No. 5 are unchanged. The vendor question period closed September 10, 2026 and is not reopened. Except as expressly modified by this Addendum, all terms, drawings, specifications and attachments of RFP OPS 2026-006, as previously modified by Addendum Nos. 1 through 5, remain in full force.

ATTACHMENTS TO THIS ADDENDUM

1. Revised Mechanical Drawings, Building 100 — Sheets M210, M211, M212.
2. Revised Mechanical Drawings, Building 200 — Sheets M210 through M215.
3. Revised Mechanical Drawings, Building 300 — Sheets M210, M211, M212.
4. Amana PTH R32 J Series Product Specifications.
5. PTAC Nomenclature and Power Connection Data.

ACKNOWLEDGMENT OF ADDENDUM NO. 6

The undersigned acknowledges receipt of Addendum No. 6 to RFP OPS 2026-006 and confirms that its proposal is based upon the RFP as modified by Addendum Nos. 1 through 6. This signed acknowledgment must be included with the proposal.

Proposer / Firm Name: _____

By (Signature): _____

Name / Title: _____

Date: _____

END OF ADDENDUM NO. 6

ARGO CONSTRUCTION

Your **Owner's Interest** pricing summary for:

Community Action Partnership of Kern

Effective date: 2026-11-02
Expiration date: 2027-11-02
Project address: 901 Union Avenue, Bakersfield, CA 93307

Total Cost + SL T&F **$13,812**
+ $250 Amwins Service Fee

MIN EARNED 25%, Min Premium at Audit 100%,
.

Base Premium	+ SL T&F	$13,154
Terrorism	+ SL T&F	$395
Subsidence	+ SL T&F	$263
Policy Premium		**$13,812**
+ Amwins Service Fee		$250
Base Rate		$1.37

Subjectivities (Prior to Binding)

- ☐ Completed and signed embedded Owner's Edge Application confirming project detail.
- ☐ Acceptance or Rejection of TRIA
- ☐ The attached SLB Data sheet must be completed and returned to us. *This form is required at the time of binding for all Surplus Lines policies. There may be a delay in the issuance of the policy if the requested information is not provided in a timely manner
- ☐ Describe methods used for demolition (any use of ball & chain or blasting)?
- ☐ How many months will demolition take?
- ☐ Describe the safety precautions in place to protect pedestrians & workers.
- ☐ Confirmation that the direct hired contractor's policy does not contain a subsidence exclusion

Subjectivities (Within 10 Days of Binding)

- ☐ What is the name of the demolition contractor being hired?
- ☐ Provide audit contact name, e-mail and phone number.

This is a non-admitted pricing summary for a general liability policy.

Conditional Coverage

Utilization of a Subcontractor conditions of coverage endorsement requires the insured to follow conditions of coverages when contractors are hired.

General Liability Limits

Each Occurrence Limit	$1,000,000
General Aggregate	$2,000,000
Products Completed Operations Aggregate	$2,000,000
Personal and Advertising Injury Limit	$1,000,000
Damage to Premises Rented To You	$100,000
Medical Payments	$5,000
Per Occurrence Deductible	$2,500

General Contractor

Your Hired Contractor's Details

GC Name	
GL Carrier	
GL & Excess Limit	$0

It is understood coverage is subject to all direct hired contractors meeting the conditions of coverage outlined in form U658OI.

Direct Hired Contractors Required Minimum Limits

Each Occurrence	$6,000,000
General Aggregate	$7,000,000
Products / Completed Ops Aggregate	$7,000,000

If removal of these conditions is desired and to designate the GC, change to Standard Coverage for additional pricing, terms and conditions.

Schedule of forms and endorsements

Forms and Endorsements applying to and made part of this policy at the time of issuance:

Form number	Form name
CG2144-0417	LIMITATION OF COVERAGE TO DESIGNATED PREMISES, PROJECT OR OPERATION Specified Wording to be included on form *Project Description: Renovation of a four building, one story vacant motel to be converted into 30 PSH units.* *Project Address: 901 Union Avenue, Bakersfield, CA 93307*
CG2153-0196	EXCLUSION - DESIGNATED ONGOING OPERATIONS Specified Wording to be included on form *Any part of the designated project that has become occupied or part of the project or location that has been put to use.*
U173AS-1023	CANCELLATION Specified Wording to be included on form *Number of Days Cancellation: 30 days.*
U250-0310	COMPOSITE RATE ENDORSEMENT Specified Wording to be included on form *Project Cost:* *"Project Cost" means the total cost of construction including:* *a) Labor: the cost of all labor, work or sublet:* *b) Material: cost of all materials, transportations, delivery fees and warehousing; equipment furnished used or delivered for use in the execution of the work; and* *c) Overhead: overhead costs, general conditions and contingencies.*
U650-0116	EXCLUSION - DESIGNATED ONGOING OPERATIONS AND PRODUCTS-COMPLETED OPERATIONS HAZARD Specified Wording to be included on form *1. All work, activities, or operations performed by any named insured's employee or laborer, whether day laborer or temporary worker or part-time or fulltime worker. This exclusion applies to anyone classified as a direct employee either via direct payroll, or state or federal workers compensation ruling or adjudication.* *2. "Your work" involving the use of a tower crane.*
U658OI-0419	DESIGNATED CONTRACTOR WARRANTY Specified Wording to be included on form *Contractor Name:* *Minimum Limit Required of Direct Hired Contractors:* *Each Occurrence: $6,000,000* *General Aggregate: $7,000,000* *Products/Completed Operations Aggregate: $7,000,000*
TRIANOTICE-0920	POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE
CAPRNotice-0117	CALIFORNIA NOTICE – PREMIUM REFUNDS
CG0001-0413	COMMERCIAL GENERAL LIABILITY COVERAGE FORM
CG0070-0126	EXCLUSION – WAR
CG2018-1219	ADDITIONAL INSURED – MORTGAGEE, ASSIGNEE OR RECEIVER *Additional Insured – Mortgagee, Assignee or Receiver:*
CG2109-0615	EXCLUSION - UNMANNED AIRCRAFT
CG2149-0999	TOTAL POLLUTION EXCLUSION ENDORSEMENT
CG2167-1204	FUNGI OR BACTERIA EXCLUSION
CG2186-1204	EXCLUSION - EXTERIOR INSULATION AND FINISH SYSTEMS
CG2196-0305	SILICA OR SILICA-RELATED DUST EXCLUSION
CG2243-0413	EXCLUSION – ENGINEERS, ARCHITECTS OR SURVEYORS PROFESSIONAL LIABILITY
CG4010-1219	EXCLUSION - CROSS SUITS LIABILITY
D2-0120	IMPORTANT NOTICE (CA)
DCJ6550-1224	COMMON POLICY DECLARATIONS
DCJ6553-1224	COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS
IL0017-1198	COMMON POLICY CONDITIONS

IL0021-0908	NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (BROAD FORM)
ILP001-0104	U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL ("OFAC") ADVISORY NOTICE TO POLICYHOLDERS
PRIVACYNOTICE-0325	NOTICE OF INSURANCE INFORMATION PRACTICES
SIGCIC-0817	SIGNATURE PAGE
SLBDATA-0721	SURPLUS LINES BROKER DATA
U001-1004	SCHEDULE OF FORMS AND ENDORSEMENTS
U002A-1224	MINIMUM EARNED PREMIUM
U018-0520	EXCLUSION - COMMUNICABLE DISEASE, VIRUS OR BACTERIA
U048-0310	EMPLOYMENT RELATED PRACTICES EXCLUSION
U070A-0924	DEDUCTIBLE LIABILITY INSURANCE
U094-0325	SERVICE OF SUIT
U1010-0923	EXCLUSION – CYBER INCIDENT, ELECTRONIC DATA, CONFIDENTIAL OR PERSONAL MATERIAL OR INFORMATION, AND VIOLATION OF LAW ADDRESSING DATA PRIVACY
U1014-0725	EXCLUSION - WILDFIRE
U1338-1221	EXCLUSION – POLY- AND PERFLUOROALKYL SUBSTANCES (PFAS)
U1407-0723	ECONOMIC AND TRADE SANCTIONS ENDORSEMENT
U1416OI-0224	AMENDMENT – PRODUCTS-COMPLETED OPERATIONS HAZARD DEFINITION
U1426OI-0724	AMENDMENT – DAMAGE TO PROPERTY EXCLUSION
U155-0225	ABSOLUTE AIRCRAFT, AUTO OR WATERCRAFT EXCLUSION
U175OI-0820	MULTIPLE COVERAGES LIMITATION
U232-0126	EXCLUSION - PUNITIVE DAMAGES
U266-0510	EXCLUSION - USL&H, JONES ACT OR OTHER MARITIME LAWS
U464-0310	EXCLUSION - CONDOMINIUM / COOPERATIVE / COMMON INTEREST DEVELOPMENT CONVERSION
U466-0212	EXCLUSION - LEAD
U467-0212	EXCLUSION - ASBESTOS
U483OI-0321	EXCLUSION- DEDICATED INSURANCE PROGRAM(S)
U524-0414	EXCLUSION - PRIOR WORK Specified Wording to be included on form *Completed Prior to: The inception date of this policy.*
U631-0110	EXCLUSION - IMPORTED DRYWALL DAMAGE
U730-0212	EXCLUSION - BENZENE
U984-1224	FULLY EARNED PREMIUM – PROJECT SPECIFIC
U985-1224	PREMIUM AUDIT
UCG2171-0121	TERRORISM EXCLUSION WITH EXCEPTION FOR CERTIFIED ACTS OF TERRORISM

Subjectivities

A more detailed description of subjectivities from page 1

This pricing summary is based on the project characteristics which are summarized in the Owners Interest application below and is subject to the following conditions. If any conditions are not met, this pricing indication and any binder or policy issued pursuant to it are invalid, and we reserve the right to withdraw, rescind, or to revise our price and terms for this insurance. Failure to comply with these conditions may result in any policy bound or issued being cancelled.

Prior to Binding:

- Completed and signed embedded Owner's Edge Application confirming project detail.
- Acceptance or Rejection of TRIA
- The attached SLB Data sheet must be completed and returned to us. *This form is required at the time of binding for all Surplus Lines policies. There may be a delay in the issuance of the policy if the requested information is not provided in a timely manner - Amwins will handle
- Describe methods used for demolition (any use of ball & chain or blasting)?
- How many months will demolition take?
- Describe the safety precautions in place to protect pedestrians & workers.
- Confirmation that the direct hired contractor's policy does not contain a subsidence exclusion

Within 10 Days of Binding:

- What is the name of the demolition contractor being hired?
- Provide audit contact name, e-mail and phone number.

Important Coverage Notices

- This is a Non Admitted pricing summary.
- Consideration of reduction in exposure requires a written explanation by the applicant prior to binding. Rate will be re-evaluated.
- The broker is responsible for handling all Surplus Lines filings and fees.
- This pricing summary is subject to receipt of current application signed by the insured.
- This pricing summary is offered in reliance on the information submitted to us by the applicant. By accepting this pricing indication and/or the binding of this risk, the applicant warrants that the information is true and complete and that no material facts have been misrepresented, omitted or suppressed.
- This pricing summary does not necessarily provide the terms and/or coverage requested in your submission application.
- The proposed insurance coverages are intended to be provided by Colony Insurance Company; all policy, endorsement and forms are subject to the terms, exclusions, conditions, and limitations that are included with such policy, endorsement and forms. All policies, endorsements and forms should be reviewed by you as to their contents, including, but not limited to, audit, cancellation and payment provisions. Specimen copies of our insurance policies, endorsements and forms are available, upon request, from your insurance broker.

OWNERS INTEREST APPLICATION

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH
COLONY INSURANCE COMPANY , AN AUTHORIZED SURPLUS LINES INSURER.

General Information:

Applicant Community Action Partnership of Kern	
Mailing Address 1300 18th Street Bakersfield, CA 93301	**Website**

If the Insured is a Limited Liability Company (LLC), please list the members of that LLC:

1.		**4.**	
2.		**5.**	
3.		**6.**	

Project Details:

1. Project Name: _____
2. Project Address: 901 Union Avenue, Bakersfield, CA 93307
3. Population density (Urban/Suburban/Rural): Suburban
4. What is the anticipated start date of the project? 2026-11-02
5. What is the anticipated finish date of the project? 2027-11-02
6. What are the total construction costs of this project? $ 9,593,825
7. Contract # (if known): _____
8. Describe the scope of work (provide details such as: end use, number of stories, structural/non-structural, etc.):

   Renovation of a four building, one story vacant motel to be converted into 30 PSH units.

9. Project Type: ☐ Residential ☉ Commercial ☐ Industrial
   a. If residential, total # of units, lots, and/or homes:

10. New, Remodel/Renovation or Demo Only: ☐ New ☉ Remodel/Renovation ☐ Demo Only
    a. If Remodel/Renovation, will there be any structural work performed? If yes – provide details: ☉ Yes ☐ No

    Seismic retrofitting and retaining walls

11. Total square footage of the finished project: 10495
    a. If Remodel/Renovation, advise % of total building square footage that is being renovated: 100
12. Number of stories of the finished project: 1
13. Is the project limited to a specific floor? ☐ Yes ☉ No
    If yes – provide details:

14. Does the project include any vertical expansion? ☐ Yes ☉ No
    If yes – provide details:

15. Does the project include any horizontal expansion? ☐ Yes ☒ No

If yes – provide details:

16. Is there any exterior work being done over five (5) stories? ☐ Yes ☒ No

17. Will any work be performed more than eight (8) feet below grade? ☐ Yes ☒ No

18. Describe the intended end use of the building:

Supportive housing

19. Is any portion intended to be sold after project completion? ☐ Yes ☒ No

If yes, what is the approximate sales price per unit/home/lot/total project? _____

20. Does the project involve work related to any of the following: Bridges, Public Road/Streets, Dams/Tunnels, Airports, Amusement Parks/Rides, Oil/Gas/Chemical Industries, Power Plants, Cannabis, Railroads, Condo Conversion, Schools or Solar Energy? ☐ Yes ☒ None of these

If yes – provide details:

21. Does the project include any form of demolition? ☒ Yes ☐ No

If yes, complete the following:

a. What is the name of the demolition contractor being hired? _____

b. Who is hiring the demolition contractor? ☒ General Contractor ☐ Owner

c. Total demolition costs: $ 100,000

d. Is the demo work being performed interior only? ☒ Yes ☐ No

e. Total # of stories being demolished: 1

f. Describe methods used for demolition (any use of ball & chain or blasting):

g. How many months will demolition take? _____

h. Describe the safety precautions in place to protect pedestrians & workers:

22. Will there be use of a tower crane on this project? ☐ Yes ☒ No

23. Will there be full or partial occupancy of any buildings during the project? ☐ Yes ☒ No

If yes, complete the following:

a. What percentage of the building will be occupied? _____

b. How are the occupants protected from construction work/activities?

c. Is there a separate egress/ingress for construction workers accessing this building? ☐ Yes ☐ No

24. Has work started on this project? ☐ Yes ☒ No

If yes, complete the following:

a. When did work begin? _____

b. Why has work started & stopped/why is coverage being replaced? _____

c. Confirm details of work completed to date, including costs: _____

d. Confirm details of work remaining, including costs: _____

e. Name of the GC responsible for prior work: _____

f. Name of the GL carrier providing coverage for NI during prior work: _____

25. Who is responsible for maintaining the site/ sidewalks (including snow/ice removal)?
☐ Owner ☐ General Contractor ☐ Other (describe): _____

General Contractor:

26. Is the General Contractor known? ☐ Yes ☐ No
a. Name of General Contractor: _____
b. Who is the GL Carrier of General Contractor? _____
c. What are the total liability limits carried by the General Contractor? _____
27. Is there any common ownership between the Owner and the General Contractor? ☐ Yes ☐ No
28. Is the owner paying, contracting, or supervising any subcontractors other than the GC? ☐ Yes ☐ No
If yes, provide a list of all such contractors:

Additional Named Insureds & Additional Insured:

29. Are there any other requested Named Insureds? ☐ Yes ☐ No
If yes, complete the following:

NOTE: Requests to add additional Named Insureds are not automatically granted; we require the below information to consider:

- Describe the role and/or function of the additional named entities requested.
- Will all named entities receive risk transfer via written contract from all directly hired contractor(s) on this project including: hold harmless, indemnification and Additional Insured status?

Entity Name	Relationship to Primary Named Insured

30. Are there any other requested Additional Insureds? ☐ Yes ☐ No
If yes, complete the following:

NOTE: Blanket CG2018 status will be provided for banks and mortgage entities. Requests for Additional Insureds are NOT automatically granted; we require the below information to consider:

- Describe the role and/or function of the requested A/I applicable to this project.
- Does the requested A/I also receive Additional Insured status from any directly hired contractor(s) on this project?

Entity Name	Relationship to Primary Named Insured

AUDIT CONTACT INFORMATION

Name:	
Email:	**Phone Number:**

FRAUD WARNING

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, may be committing a fraudulent insurance act, and may be subject to a civil penalty or fine.

DO NOT SIGN UNTIL YOU HAVE READ THE CONTENTS OF THIS APPLICATION AND THE FRAUD WARNING.

I have reviewed the contents of this application and with my signature, declare that to the best of my knowledge that all statements herein are true and no material facts have been suppressed or misstated. I am also aware that my operation may be inspected by the Insurance Company.

SIGN AND DATE

APPLICANT'S PRINTED NAME:	
APPLICANT'S SIGNATURE:	DATE:
AGENT OR BROKER'S NAME:	LICENSE NO.:
AGENT OR BROKER'S SIGNATURE:	DATE:

POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism. As *defined in Section 102(1) of the Act*: The term “act of terrorism” means any act or acts that are certified by the Secretary of the Treasury - in consultation with the Secretary of Homeland Security, and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 80% OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A $100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS’ LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS $100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED $100 BILLION, YOUR COVERAGE MAY BE REDUCED.

The prospective premium for certified acts of terrorism coverage is $395.

Please tell your insurance agent or broker whether you accept or reject certified acts of terrorism coverage.

Includes copyrighted material with permission from the National Association of Insurance Commissioners.

ARGO CONSTRUCTION

Your **Owner's Interest Excess** pricing summary for:

Community Action Partnership of Kern

Effective date: 2026-11-02
Expiration date: 2027-11-02
Project address: 901 Union Avenue, Bakersfield, CA 93307

Total Cost	+ SL T&F	**$11,655**
	+ $250 Amwins Service Fee	

MIN EARNED 25%, Min Premium at Audit 100%,

Base Premium	+ SL T&F	$11,100
Terrorism	+ SL T&F	$555
Policy Premium	+ SL T&F	**$11,655**
+ Amwins Service Fee:		$250

Excess Liability Limits

Each Occurrence	$5,000,000
General Aggregate	$5,000,000

Schedule of Underlying General Liability Limits

Each Occurrence Limit	$1,000,000
General Aggregate	$2,000,000
Products Completed Operations Aggregate	$2,000,000
Personal and Advertising Injury Limit	$1,000,000

Carrier: Colony Insurance Company

Our premium, terms, and conditions are based on Colony Insurance Company being the primary general liability carrier. Please note that if the primary is not bound with Colony Insurance Company, our pricing indication will be rescinded.

Coverage is bound upon issuance of policy number by the Company.

Subjectivities (Prior to Binding)

- ☐ Acceptance or Rejection of TRIA
- ☐ The attached SLB Data sheet must be completed and returned to us. *This form is required at the time of binding for all Surplus Lines policies. There may be a delay in the issuance of the policy if the requested information is not provided in a timely manner - Amwins will handle.

This is a non-admitted pricing summary for a general liability policy.



Schedule of Forms and Endorsements

Forms and Endorsements applying to and made part of this policy at the time of issuance:

Form number	Form name
TRIANOTICE-0920	POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE
CAPRNotice-0117	CALIFORNIA NOTICE – PREMIUM REFUNDS
CX2101-0908	NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (BROAD FORM)
CX2102-0413	TOTAL POLLUTION EXCLUSION
CX2113-0413	EXCLUSION – FUNGI OR BACTERIA
CX2116-0413	EXCLUSION – SILICA OR SILICA-RELATED DUST
CX2120-0413	EXCLUSION – PROFESSIONAL SERVICES
CX2171-0615	EXCLUSION – UNMANNED AIRCRAFT
D2-0120	IMPORTANT NOTICE (CA)
ILP001-0104	U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL ("OFAC") ADVISORY NOTICE TO POLICYHOLDERS
PRIVACYNOTICE-0325	NOTICE OF INSURANCE INFORMATION PRACTICES
SCHEDULEXSPRIM-0815	SCHEDULE OF UNDERLYING INSURANCE
SIGCIC-0817	SIGNATURE PAGE
SLBDATA-0721	SURPLUS LINES BROKER DATA
U001-1004	SCHEDULE OF FORMS AND ENDORSEMENTS
U094-0325	SERVICE OF SUIT
U1407-0723	ECONOMIC AND TRADE SANCTIONS ENDORSEMENT
XP103-0815	EXCLUSION – CROSS SUITS
XP125-0815	EXCLUSION – RECORDING AND DISTRIBUTION OF MATERIAL OR INFORMATION IN VIOLATION OF LAW
XP126-0725	EXCLUSION - CONTINUOUS, PROGRESSIVE OR REPEATED INJURY OR DAMAGE
XP14-0823	EXCLUSION - AUTO LIABILITY
XP200-0725	EXCLUSION – WAR
XP212-0815	EXCLUSION – LEAD
XP213-0815	EXCLUSION – BENZENE
XP226-0725	AMENDATORY – LIMITS OF INSURANCE – TERM AGGREGATE
XP23-0520	EXCLUSION - COMMUNICABLE DISEASE, VIRUS OR BACTERIA
XP261-1024	CANCELLATION
XP280-0725	MINIMUM EARNED PREMIUM
XP283-0725	FULLY EARNED PREMIUM – PROJECT SPECIFIC
XP298-0725	EXCLUSION – WILDFIRE
XP330-1221	EXCLUSION - POLY-AND PERFLUOROALKYL SUBSTANCES (PFAS)
XP334-0923	EXCLUSION – CYBER INCIDENT, ELECTRONIC DATA, CONFIDENTIAL OR PERSONAL MATERIAL OR INFORMATION, AND VIOLATION OF LAW ADDRESSING DATA PRIVACY
XP348-0621	EXHAUSTION OF RETAINED LIMIT
XP40-0725	EXCLUSION – EMPLOYEE RETIREMENT INCOME SECURITY ACT (ERISA)
XP407-0725	EXCLUSION - EMPLOYMENT-RELATED PRACTICES
XP46-0815	EXCLUSION – DIRECTORS AND OFFICERS LIABILITY
XP51-0815	EXCLUSION – USL&H, JONES ACT OR OTHER MARITIME LAWS
XP70-0823	EXCLUSION - HIRED OR NON-OWNED AUTO
XP77-0815	EXCLUSION – PUNITIVE, EXEMPLARY OR MULTIPLE DAMAGES
XPCOVFORM-0725	COMMERCIAL EXCESS LIABILITY COVERAGE FORM

This is a non-admitted pricing summary for Excess Liability.

POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism. As *defined in Section 102(1) of the Act*: The term “act of terrorism” means any act or acts that are certified by the Secretary of the Treasury - in consultation with the Secretary of Homeland Security, and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 80% OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A $100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS’ LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS $100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED $100 BILLION, YOUR COVERAGE MAY BE REDUCED.

The prospective premium for certified acts of terrorism coverage is $555.

Please tell your insurance agent or broker whether you accept or reject certified acts of terrorism coverage.

Includes copyrighted material with permission from the National Association of Insurance Commissioners.

Date: October 23, 2026 Quote Reference#: 1057374

Attn: Amwins - Los Angeles (S Figueroa)
725 South Figueroa Street, 19th
Floor Los Angeles, CA 90017

RE: **PRIME PREMIER POLLUTION LIABILITY Proposal For:**
Named Insured &
Mailing Address Community Action Partnership of Kern
1300 18th Street, Suite 200
Bakersfield, CA 93301

Policy Form: **PRIME PREMIER POLLUTION LIABILITY**
Policy Period: **Effective:** TBD **Expiration:** TBD
Issuing Company: Ascot Specialty Insurance Company
Renewal of Policy Number: New

We appreciate the opportunity to offer the following insurance proposal for the above captioned insured. Below is a summary of premiums, commission, terms and conditions of the proposal. Please note that this proposal is valid for 30 days.

	OPTION 1:		**OPTION 2:**	
Coverage:	**Limit:**	**Deductible:**	**Limit:**	**Deductible:**
Coverage A Location Pollution Liability	$5,000,000	$50,000	$5,000,000	$50,000
Coverage B Miscellaneous Pollution Liability	$5,000,000	$50,000	$5,000,000	$50,000
Coverage C Crisis Management Costs	$5,000,000	$50,000	$5,000,000	$50,000
Coverage D Business Income and Extra Expense	$5,000,000	72 Hour Waiting Period	$5,000,000	72 Hour Waiting Period
Policy Aggregate	$5,000,000	N/A	$5,000,000	N/A

Policy Premium (Excluding TRIA):	$40,100 + SL T&F	$54,900 + SL T&F
Minimum Earned Premium:	100%	100%
Amwins Service Fee:	$250	$250
Policy Term:	1 Year(s)	2 Year(s)

The Policy Premium amount stated above does not include any applicable surplus lines tax and fees. Surplus lines

taxes, fees and filings are the sole responsibility of the broker.

The Policy Premium stated above does not include the premium for Terrorism Risk Insurance Act Coverage. Please see the attached Disclosure Statement regarding Terrorism Risk Insurance Act Coverage and the premium for such coverage. In the event that you choose to purchase Terrorism Risk Insurance Act Coverage, the Total Policy Premium will be the premium shown above plus the Terrorism Risk Insurance Act Coverage premium.

Schedule of Forms and Endorsements:

Name	**Form Number – Edition Date**
CA Surplus Lines Notice	INT- N0001 D2 CA 01 23
Consumer Complaint Notice	INT CN001 10 24
Claim and Notice Reporting	EN AL PN 01 09 23
Prime Premier Pollution Liability Coverage Form	EN PM 00 01 07 23
Business Income and Extra Expense Coverage Amendment with Certificate of Occupancy Exception	EN PM 10 05 07 23
Additional Insured - Designated Entity	EN PM 20 02 07 23
Covered Location Schedule	EN PM 50 01 07 23
Competitor Application Reliance Endorsement	EN PM 60 02 10 23
Mold Matter Limited Exclusion with Certificate of Occupancy Exception	EN PM 10 49 01 25
Ascot Signature Page	INT S0001 07 25

Conditions of the Proposal:
This proposal is subject to receipt, review and acceptance of the following by the indicated date:

1. Written request to accept or reject Terrorism Risk Insurance Act Coverage prior to the effective date.
2. Written request to bind prior to the effective date.

This proposal is an overview of terms and conditions offered. All coverage is subject to the terms and conditions of the policy form indicated. It is your responsibility to review the terms and conditions of the policy. This proposal and the terms and conditions of the policy may differ from specifications requested in the submission.

Thank you for your consideration of this proposal. If you have any questions or concerns, please feel free to contact me.

POLICYHOLDER DISCLOSURE NOTICE OF
TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism. *As defined in Section 102(1) of the Act*: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85% THROUGH 2015; 84% BEGINNING ON JANUARY 1, 2016; 83% BEGINNING ON JANUARY 1, 2017; 82% BEGINNING ON JANUARY 1, 2018; 81% BEGINNING ON JANUARY 1, 2019 and 80% BEGINNING ON JANUARY 1, 2020, OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A $100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS $100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED $100 BILLION, YOUR COVERAGE MAY BE REDUCED

Acceptance or Rejection of Terrorism Insurance Coverage

__I hereby elect to purchase terrorism coverage for certified acts of terrorism for a premium of **3%** of the Policy Premium.
_I hereby decline to purchase terrorism coverage for certified acts of terrorism. I understand that I will have no coverage for losses resulting from certified acts of terrorism.

Named Insured & Community Action Partnership of Kern
Mailing Address: 1300 18th Street
Suite 200
Bakersfield, CA 93301

Bakersfield, CA 93301

First Named Insured/Producer Signature _____ Date _____

Print Name _____

CONSUMER COMPLAINT NOTICE

In the event you need to contact someone about this insurance for any reason, including to file a complaint with your insurance company, please contact your agent. If no agent was involved in the sale of this insurance, or if you have additional questions or concerns, you may contact the following:

Office of the General Counsel
Ascot Group
1251 Avenue of the Americas, 43rd Floor
New York, NY 10020
1-833-454-3022

ATTACH THIS NOTICE TO YOUR POLICY
This notice is for information only and does not become a part or condition of the attached document.

SPECIMEN

Effective Date of Endorsement: 11/2/2026
Insured Name: Community Action Partnership of Kern

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CLAIM AND NOTICE REPORTING

This endorsement modifies insurance provided under the following:
PRIME POLLUTION LIABILITY COVERAGE FORM
PRIME PREMIER POLLUTION LIABILITY COVERAGE
PRIME PUMPER POLLUTION LIABILITY COVERAGE FORM
PRIME PLUS GENERAL LIABLITY AND POLLUTION LIABILITY COVERAGE FORM
PRIME CONTRACTORS POLLUTION LIABILITY COVERAGE FORM
EXCESS LIABILITY COVERAGE FORM

Subject to the claims and notice reporting provisions within the policy, claim and notice reports may be given in writing via:

POSTAL SERVICE to:
ASCOT Insurance Company
1251 Avenue of the Americas, 43rd Floor
New York, NY 10020

E-MAIL to:
Environmentalclaims@ascotgroup.com

or

By phone:
24 Hour Claims Reporting: 1-833-454-3023
24 Hour Emergency Response: 1-833-ER-ASCOT

SPECIMEN

PRIME PREMIER POLLUTION LIABILITY

(Protecting Real Estate, Manufacturers and Industry from Environmental Risk)

COVERAGE FORM

TABLE OF CONTENTS

	PAGE
SECTION I – COVERAGES	**2**
Coverage A – Location Pollution Liability	**2**
Coverage B – Miscellaneous Pollution Liability	**3**
Coverage C – Crisis Management Costs	**4**
Coverage D – Business Income and Extra Expense	**4**
SECTION I – COMMON EXCLUSIONS	**4**
SECTION I – SUPPLEMENTARY PAYMENTS	**8**
SECTION II – WHO IS AN INSURED	**9**
SECTION III – LIMITS OF INSURANCE AND DEDUCTIBLE	**10**
SECTION IV – CONDITIONS	**11**
SECTION V – DEFINITIONS	**18**

SPECIMEN

PRIME PREMIER POLLUTION LIABILITY

COVERAGE FORM

COVERAGE IS IN EFFECT ONLY IF AN APPLICABLE LIMIT IS SHOWN IN ITEM 4. OF THE DECLARATIONS.

Various provisions in this policy restrict coverage. Please read the entire policy carefully to determine rights, duties and what is and is not covered.

SECTION I – COVERAGES, **Coverage A – Location Pollution Liability** of this policy provides claims-made and reported coverage**.**

Throughout this policy, the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the Company providing this insurance.

The word "insured" means any person or organization qualifying as such under **SECTION II – WHO IS AN INSURED**.

Defined terms, other than headings, appear in bold face type. Refer to **SECTION V - DEFINITIONS**.

In consideration of the payment of the premium, and in reliance upon the Application for insurance and written underwriting information submitted to us, we agree to provide the following coverage:

SECTION I – COVERAGES

Coverage A – Location Pollution Liability

1. Insuring Agreements

a. Covered Location Third Party Liability

We will pay **damages** that an insured is legally obligated to pay because of **bodily injury**, **property damage** or **environmental damage** resulting from a **pollution event** on, at, under or migrating from a **covered location**, provided that the **pollution event** results in a **claim** first made against the insured during the **policy period**, and reported to us in writing during the **policy period**, within thirty (30) days after the end of the **policy period**, or during an applicable extended reporting period.

b. Covered Location Discovery

We will pay **clean-up costs** that an insured is legally obligated to pay because of **environmental damage** resulting from a **pollution event** on, at, under or migrating from a **covered location**, provided that the **pollution event** is first discovered by a **responsible insured** during the **policy period**, and reported to us in writing during the **policy period**, within thirty (30) days after the end of the **policy period**, or during an applicable extended reporting period.

c. Non-owned Location Third Party Liability

We will pay **damages** that an insured is legally obligated to pay because of **bodily injury**, **property damage** or **environmental damage** resulting from a **pollution event** on, at, under or migrating from a **non-owned location**, provided that the **pollution event** results in a **claim** first made against the insured during the **policy period**, and reported to us in writing during the **policy period**, within thirty (30) days after the end of the **policy period**, or during an applicable extended reporting period.

d. Defense

We will have the right and duty to defend the insured against any **claim** seeking **damages** to which this insurance applies. However, we will have no duty to defend the insured against any **claim** seeking **damages** to which this insurance does not apply. We may, at our discretion, investigate any **pollution event** and settle any **claim** that may result. But:

(1) The amount we will pay for **damages** and any other amounts which may be afforded insurance under Coverage A is limited as described in **Section III – LIMITS OF INSURANCE AND DEDUCTIBLE**; and

(2) Our right and duty to defend and to continue to pay supplementary payments end when we have used up or tendered into court the applicable limit of insurance as described in **SECTION I – SUPPLEMENTARY PAYMENTS** and **SECTION III – LIMITS OF INSURANCE**.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under **SECTION I – SUPPLEMENTARY PAYMENTS**.

Coverage B – Miscellaneous Pollution Liability

1. Insuring Agreements

a. Contractors Pollution Liability

We will pay **damages** that an insured is legally obligated to pay because of **bodily injury**, **property damage** or **environmental damage** resulting from a **pollution event** caused by **your work** performed by you or on your behalf during the **policy period** in the **coverage territory** and the **pollution event** results in a **claim**, provided that the **bodily injury**, **property damage** or **environmental damage** occurs during the **policy period**.

b. Transportation Pollution Liability

We will pay **damages** that an insured is legally obligated to pay because of **bodily injury**, **property damage** or **environmental damage** resulting from a **pollution event** caused by **cargo** during **transportation** in the **coverage territory** before the end of the **policy period** and the **pollution event** results in a **claim**, provided that the **bodily injury**, **property damage** or **environmental damage** occurs during the **policy period**.

c. This insurance applies to **bodily injury**, **property damage** or **environmental damage** only if prior to the **policy period**, no **responsible insured** knew that the **bodily injury**, **property damage** or **environmental damage** had occurred, in whole or in part. If any **responsible insured** knew, prior to the **policy period**, that the **bodily injury**, **property damage** or **environmental damage** occurred, then any continuation, change or resumption of such **bodily injury**, **property damage** or **environmental damage** during or after the **policy period** will be deemed to have been known prior to the **policy period**. However, any continuation, change or resumption of **environmental damage** that is exacerbated solely and directly by **your work** performed during the **policy period** will not be deemed to have been known prior to the **policy period**.

d. Bodily injury, **property damage** or **environmental damage** which occurs during the **policy period** and was not known by any **responsible insured** to have occurred prior to the **policy period**, includes any continuation, change, or resumption of that **bodily injury**, **property damage** or **environmental damage** after the end of the **policy period**.

e. All **bodily injury**, **property damage** or **environmental damage** will be deemed to have been known to have occurred at the earliest time when any **responsible insured**:

(1) Reports all, or any part, of the **bodily injury**, **property damage** or **environmental damage** to us or any other insurer;

(2) Receives a **claim** for **damages** because of the **bodily injury**, **property damage** or **environmental damage**; or

(3) Becomes aware by any other means that **bodily injury**, **property damage** or **environmental damage** has occurred or has begun to occur.

f. Defense

We will have the right and duty to defend the insured against any **claim** seeking **damages** to which this insurance applies. However, we will have no duty to defend the insured against any **claim** seeking **damages** to which this insurance does not apply. We may, at our discretion, investigate any **pollution event** and settle any **claim** that may result. But:

(1) The amount we will pay for **damages** and any other amounts which may be afforded insurance under Coverage B is limited as described in **SECTION III - LIMITS OF INSURANCE AND DEDUCTIBLE**; and

(2) Our right and duty to defend and to continue to pay supplementary payments end when we have used up or tendered into court the applicable limits of insurance as described in **SECTION I – SUPPLEMENTARY PAYMENTS** and **SECTION III - LIMITS OF INSURANCE AND DEDUCTIBLE**.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under **SECTION I – SUPPLEMENTARY PAYMENTS**.

Coverage C – Crisis Management Costs

1. Insuring Agreement

We will pay **crisis management costs** incurred by you in response to a **claim** or a discovery of a **pollution event**, provided that:

a. You are subject to significant adverse regional or national media attention;

b. The **claim** or discovery of **pollution event** has resulted in **bodily injury**, **property damage** or **environmental damage** for which we have provided coverage under this policy; and

c. The **crisis management costs** are reported to us in writing within thirty (30) days of the commencement of the discovery of a **pollution event** by a **responsible insured** or a **claim** made against you.

Coverage D – Business Income and Extra Expense

1. Insuring Agreement

We will pay for the actual loss of **business income** you sustain and the **extra expense** you incur due to the necessary **suspension** of your **operations** during the **period of restoration** because of **environmental damage** resulting from a **pollution event** on, at or under a **covered location**, provided that:

a. The **pollution event** has resulted in **clean-up costs** for which we have provided coverage under **Coverage A – Location Pollution Liability**, **Insuring Agreement 1. a. Covered Location Third Party Liability** or **1 b. Covered Location Discovery**; and

b. You report the **suspension** of your **operations** to us in writing during the **policy period**.

SECTION I – COMMON EXCLUSIONS

The insurance provided in **SECTION I – COVERAGES** does not apply to any **claim**, **damages**, **clean-up costs**, **emergency costs**, **crisis management costs**, the actual loss of **business income**, **extra expense**, and any other amount, cost, expense, injury or damage:

1. Contractual Liability

Based upon or arising out of the insured's assumption of liability in a contract or agreement. This exclusion does not apply to liability for **damages**:

a. That the insured would have in the absence of the contract or agreement; or

b. Assumed in a contract or agreement that is an **insured contract**, provided the **bodily injury**, **property damage** or **environmental damage** occurs subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed in an **insured contract**, reasonable attorneys' fees and necessary litigation expenses incurred by or for a party other than an insured are deemed to be **damages** because of **bodily injury**, **property damage** or **environmental damage**, provided:

(1) Liability to such party for, or for the cost of, that party's defense has also been assumed in the same **insured contract**; and

(2) Such attorneys' fees and litigation expenses are for the defense of that party against a civil or alternative dispute resolution proceeding in which **damages** to which this insurance applies are alleged.

2. Damage to Your Property

Based upon or arising out of any **property damage** to any property (i) owned, leased, occupied by, or loaned to an insured including any costs or expenses incurred for repair, replacement, enhancement, restoration, or maintenance of such property for any reason, or (ii) that is personal property in the care, custody or control of an insured.

This exclusion does not apply to the insurance afforded under **SECTION I – COVERAGES, Coverage B – Miscellaneous Pollution Liability**, **1. Insuring Agreements a. Contractor's Pollution Liability** for real or personal property owned or leased by or in the care, custody or control of your client.

3. Employer's Liability

Bodily injury to:

a. An **employee** of the insured arising out of and in the course of employment by the insured or performing duties related to the conduct of the insured's business; or

b. The spouse, child, parent, brother or sister of that **employee** as a consequence of Paragraph **a.** above.

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the injury.

This exclusion does not apply to liability assumed by the insured under an **insured contract**.

5. Installed Asbestos and Lead

Based upon or arising out of asbestos, asbestos-containing materials, lead or lead-containing materials installed or applied in, on, or to any building or other structure.

However, this exclusion does not apply to:

a. A **claim** for **bodily injury** or **property damage**;

b. **Environmental damage** that results in **clean-up costs** for the remediation of any **mode of transportation**, soil, surface water or groundwater; or

c. **Environmental damage** arising from the inadvertent disturbance of asbestos, asbestos-containing materials, lead, or lead-containing materials that are installed or applied in, on or to any building or other structure.

6. Insured vs. Insured

Based upon or arising out of any **claim** made by any insured against any other person or entity who is also an insured under the policy.

However, this exclusion does not apply to:

a. Insurance afforded under **SECTION I – COVERAGES, Coverage B – Miscellaneous Pollution Liability**, **1. Insuring Agreements**, **a. Contractor's Pollution Liability** to a client of the named insured that the named insured has agreed by written contract executed prior to loss to name as an additional insured on this policy;

b. A **claim** involving a named insured and any other person or entity who is also an insured, in which the underlying action is initiated by a third party who is not an insured, such as an action for contribution or cross-claim; or

c. Any **claim** that arises out of an indemnification given by one insured to another insured as specified in an **insured contract**.

7. Material Change In Use

Based upon or arising out of a change in a **covered location's** zoning or use or operational permits, during the **policy period**, than those applicable to the **covered location** as of the effective date of the policy or the effective date of an Endorsement to this policy adding a **covered location**.

8. New Pollution Event at Divested Location

SPECIMEN

Based upon or arising out of a **pollution event** on, at, under or migrating from a **covered location** that first commenced on or after the date that the **covered location** was sold, given away, condemned, or abandoned by the insured.

9. Noncompliance or Dishonest Acts

Based upon or arising out of a **responsible insured's**:

a. Dishonest, fraudulent, criminal, intentional or malicious act, error or omission or those of a knowingly wrongful nature; or

b. Intentional disregard of, or deliberate, knowing, willful or dishonest noncompliance with any **environmental law** or any other statute, ordinance, regulation, order, judgment, decree, notice of violation, instruction, or directive issued by or on behalf of any governmental body.

However, this exclusion does not apply to:

c. An insured who did not commit, participate in or have knowledge of the conduct described in Paragraphs **a.** or **b.** above;

d. An insured's good faith reliance upon the written advice of qualified outside counsel received prior to such non-compliance; or

e. An insured's good faith efforts to respond to a **pollution event** that results in **emergency costs**.

10. Nuclear Material

Based upon or arising out of the radioactive, toxic or explosive properties of **nuclear material** but only if the insured is:

a. Required to maintain financial protection pursuant to the Atomic Energy Act of 1954;

b. Entitled to indemnity from the United States of America or any agency thereof; or

c. An insured under a nuclear energy liability policy issued by Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada or any of their successors or would be an insured under any such policy but for its termination upon exhaustion of limits.

11. Prior Known Pollution Event

Based upon or arising out of a **pollution event** known by or reported to a **responsible insured** prior to (i) the effective date of the **policy period** or prior to the effective date of the first policy issued to you by us if this policy is a continuous, uninterrupted renewal thereof affording substantially the same coverage or (ii) the effective date of an Endorsement to this policy adding a **covered location**. Any continuation, change, or resumption of such **pollution event** will be deemed to have been known by or reported to a **responsible insured** prior to the **policy period**.

This exclusion does not apply if:

a. The **pollution event** known by or reported to a **responsible insured** did not meet applicable reporting threshold requirements under **environmental law**. However, this paragraph **a.** does not apply in the absence of any applicable reporting requirements under **environmental law**;

b. A No Further Action (NFA) or equivalent decision has been documented in writing in accordance with **environmental law** with respect to the **pollution event** giving rise to **bodily injury**, **property damage**, or **environmental damage**; or

c. The **pollution event** giving rise to the **bodily injury**, **property damage** or **environmental damage** is specifically referenced, or identified on a Prior Known Pollution Event Exclusion Amendment Endorsement attached to this policy.

12. Underground Storage Tank

Based upon or arising out of an **underground storage tank** which is known by or reported to a **responsible insured** prior to (i) the effective date of the **policy period** or prior to the effective date of the

first policy issued to you by us if this policy is a continuous, uninterrupted renewal thereof affording substantially the same coverage, or (ii) the effective date of an Endorsement to this policy adding a **covered location**.

This exclusion does not apply to an **underground storage tank** that has been:

a. Closed, abandoned in place, or removed in accordance with all applicable **environmental law**; or

b. Scheduled to this policy by Endorsement.

13. Upgrades, Repairs, Maintenance, Improvements, or Installations

Based upon or arising out of any costs, charges or expenses for any upgrade or repair to, or maintenance, improvement or installation of, any equipment, control mechanism, or process on, at, within or under a **covered location**, **non-owned location** or job-site associated with **your work**, even if such upgrade, repair, maintenance, improvement or installation is required by **environmental law**.

This exclusion does not apply to coverage provided under the policy for an institutional control or engineering control required by **environmental law** because of **environmental damage** caused by a **pollution event** that commences on or after the effective date of the policy.

14. War

Based upon or arising, directly or indirectly, out of:

a. War, including undeclared or civil war;

b. Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

c. Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

15. Workers' Compensation and Similar Law

Any obligation of the insured under a workers' compensation, disability benefits or unemployment compensation law or any similar law.

16. Your Product

Based upon or arising out of **your product** or any part of it after an insured has relinquished physical possession.

This exclusion does not apply to the insurance afforded under **SECTION I – COVERAGES, Coverage A – Location Pollution Liability**, **1. Insuring Agreements c. Non-owned Location Pollution Liability**, or **Coverage B – Miscellaneous Pollution Liability**, **1. Insuring Agreements, b. Transportation Pollution Liability**.

SECTION I – SUPPLEMENTARY PAYMENTS

1. We will pay, with respect to any **claim** we investigate, defend or settle, or any **emergency costs** incurred by any insured, the following supplementary payments:

a. All expenses we incur that are directly allocated to a particular **claim**.

b. All attorneys' fees or attorneys' expenses incurred by the insured in connection with **emergency costs**.

c. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the **claim**, including actual loss of earnings up to $500 a day because of time off from work.

d. All court costs taxed against the insured in the **claim**. However, these payments do not include attorneys' fees or attorneys' expenses taxed against the insured.

e. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.

f. All interest on the full amount of any judgment that accrues after entry of any judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

These supplementary payments will not reduce the limits of insurance.

However, our right and duty to defend and continue to pay supplementary payments end when we have used up either: (i) the applicable limit of insurance in the payment of judgments or settlements or such limit is tendered into court, or (ii) the Policy Aggregate limit has been used up or tendered into court.

2. If we defend an insured against a **suit** and an indemnitee of the insured is also named as a party to the **suit**, we will defend that indemnitee if all of the following conditions are met:

a. The **suit** against the indemnitee seeks damages for which the insured has assumed the liability of the indemnitee in a contract or agreement that is an **insured contract**;

b. This insurance applies to such liability assumed by the insured;

c. The obligation to defend, or the cost of the defense of, that indemnitee, has also been assumed by the insured in the same **insured contract**;

d. The allegations in the **suit** and the information we know about the **pollution event** are such that no conflict appears to exist between the interests of the insured and the interests of the indemnitee;

e. The indemnitee and the insured ask us to conduct and control the defense of the indemnitee against such **suit** and agree that we can assign the same counsel to defend the insured and the indemnitee; and

f. The indemnitee:

(1) Agrees in writing to:

(a) Cooperate with us in the investigation, settlement and/or defense of the **suit**;

(b) Immediately send us copies of any demands, notices, summonses and/or legal papers received in connection with the **suit**;

(c) Notify any other insurer whose coverage is available to the indemnitee; and

(d) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and

(2) Provides us with written authorization to:

(a) Obtain records and other information related to the **suit**; and

(b) Conduct and control the defense of the indemnitee in such **suit**.

So long as the above conditions are met, attorneys' fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us, and necessary litigation expenses incurred by the indemnitee at our request will be paid as **SECTION I – SUPPLEMENTARY PAYMENTS**. Notwithstanding the provisions of **SECTION I – COMMON EXCLUSIONS**, Exclusion **2. Contractual Liability**, Paragraph **b.**, such payments will not be deemed to be **damages** for **bodily injury**, **property damage** and **environmental damage** and will not reduce the limits of insurance.

Our obligation to defend an insured's indemnitee and to pay for attorneys' fees and necessary litigation expenses as **SECTION I – SUPPLEMENTARY PAYMENTS** end when we have used up either: (i) the applicable limit of insurance in the payment of judgments or settlements or such limit is tendered into court; (ii) the Policy Aggregate limit has been used up or tendered into court; or (iii) the conditions set forth above, or the terms of the agreement described in Paragraph **f.** above, are no longer met.

SECTION II – WHO IS AN INSURED

1. If you are designated in the Declarations as:

a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.

b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.

c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your **executive officers** and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

2. Any subsidiary, associated, affiliated, allied, or limited liability company or corporation, including subsidiaries thereof, over which you maintain ownership or majority interest as of the effective date of the **policy period** will qualify as a Named Insured.

3. Any organization you newly acquire or form, other than a partnership, joint venture, or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However, coverage under this policy does not apply to **bodily injury**, **property damage**, or **environmental damage** that occurred before you acquired or formed the organization.

4. Each of the following is also an insured:

a. Your **volunteer workers** only while performing duties related to the conduct of your business, or your **employees**, other than either your **executive officers** (if you are an organization other than a partnership, joint venture, or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these **employees** or **volunteer workers** are insureds for:

(1) Bodily injury:

(a) To you, to your partners or members (if you are a partnership or joint venture), or to your members (if you are a limited liability company); or

(b) For which there is any obligation to share damages with or repay someone else who must pay **damages** because of the injury described in Paragraphs **(1)(a)** above.

(2) Property damage or **environmental damage** to property owned, occupied or used by, rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by you, any of your **employees**, **volunteer workers**, any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

b. Any person (other than your **employee**), or any organization while acting as your real estate manager.

c. Any person or organization having proper temporary custody of your property if you die, but only with respect to liability arising out of the maintenance or use of that property and until your legal representative has been appointed.

d. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this policy.

e. Any person(s) or organization(s) for whom you have agreed in writing in a contract, agreement, or permit executed prior to loss that such person(s) or organization(s) be added as an additional insured

on your policy. Such person(s) or organization(s) is an additional insured only with respect to liability for **bodily injury**, **property damage**, or **environmental damage** caused, in whole or in part, by:

(1) Your acts or omissions or the acts or omissions of those acting on your behalf in connection with a **covered location**;

(2) Your work;

(3) Your ownership, maintenance, operation, or use of a **covered location**.

However, the insurance afforded to such additional insured only applies to the extent permitted by law and will not be broader than that which you are required by the contract, agreement or permit to provide for such additional insured and the most we will pay on behalf of such additional insured is the amount of insurance (i) required by the contract, agreement or permit or (ii) available under the applicable limits of insurance, whichever is less.

f. Any person or organization that has a controlling interest in you, but only with respect to their liability for **bodily injury**, **property damage** or **environmental damage** arising out of their financial control of you.

SECTION III – LIMITS OF INSURANCE AND DEDUCTIBLE

1. The Limits of Insurance and Deductible shown in the Declarations and the rules below fix the most we will pay and the deductible amount that applies regardless of the number of:

a. Insureds;

b. Claims made or **suits** brought;

c. Persons or organizations making **claims** or bringing **suits**; or

d. Pollution events.

2. The Policy Aggregate Limit is the most we will pay for all **damages**, **clean-up costs**, **emergency costs, crisis management costs**, and actual loss of **business income** and **extra expense** under all insurance afforded under the policy.

3. Subject to Paragraph **2.** above, the Coverage A - Location Pollution Liability Limit is the most we will pay for all **damages** and **clean-up costs** under **Coverage A - Location Pollution Liability** because of all **bodily injury**, **property damage** and **environmental damage** arising out of any one **pollution event**. Under Coverage A, all **damages** and **clean-up costs**, or any combination thereof, arising out of the same, related or continuous **pollution event** are deemed to arise out of one **pollution event**.

4. Subject to Paragraph **2.** above, the Coverage B - Miscellaneous Pollution Liability Limit is the most we will pay for all **damages** under **Coverage B - Miscellaneous Pollution Liability** because of all **bodily injury**, **property damage** and **environmental damage** arising out of any one **pollution event**. Under Coverage B, all **damages** arising out of the same, related or continuous **pollution event** are deemed to arise out of one **pollution event**.

5. Subject to Paragraph **2.** above, the Coverage C – Crisis Management Costs Limit is the most we will pay under **Coverage C – Crisis Management Costs** for all **crisis management costs** under this policy. Under Coverage C, all **crisis management costs** arising out of the same, related or continuous **pollution event** are deemed to arise out of one **pollution event**.

6. Subject to Paragraph **2.** above, the Coverage D - Business Income and Extra Expense Limit is the most we will pay under **Coverage D - Business Income and Extra Expense** for the actual loss of **business income** and **extra expense** during the **period of restoration** because of **environmental damage** arising out of any one **pollution event**. Under Coverage D, all actual loss of **business income** and **extra expense**, or any combination thereof, arising out of the same, related or continuous **pollution event** are deemed to arise out of one **pollution event**.

7. The Limits of Insurance apply in excess of the Deductible amounts shown in the Declarations. The deductible amount applies as follows:

a. As respects Coverage A - Location Pollution Liability Limit, to all **damages**, **clean-up costs** and any payments made under **SECTION I – SUPPLEMENTARY PAYMENTS** because of **bodily injury**, **property damage** or **environmental damage** arising out of the same, related or continuous **pollution event**.

b. As respects Coverage B - Miscellaneous Pollution Liability Limit, to all **damages** and any payments made under **SECTION I – SUPPLEMENTARY PAYMENTS** because of **bodily injury**, **property damage** or **environmental damage** arising out of the same, related or continuous **pollution event**.

c. As respects Coverage C – Crisis Management Costs Limit, to all **crisis management costs** incurred arising out of the same, related or continuous **pollution event**.

However, if this insurance applies on an excess basis as described in **SECTION IV – CONDITIONS**, Condition **15. Other Insurance**, Paragraph **b. Excess Insurance**, the Deductible amounts shown in the Declarations will be reduced by any such valid and collectible other insurance.

We may pay any part or the entire deductible amount to effect settlement of any **claim**, **damages**, **clean-up costs**, or **crisis management costs** which may be covered under this policy and, upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us.

If the same or related **pollution event** results in coverage under more than one Coverage Part, only the highest deductible under any one Coverage Part will apply.

8. When we present a settlement offer to the insured that is acceptable to a claimant and within the applicable Limits of Insurance or Deductible, and the insured rejects the proposed settlement of the **claim** for the amount of the settlement offer, our duty to defend the **claim** and to continue to pay supplementary payments shall end and the insured shall defend the **claim** at the insured's own expense. In that event, our liability shall not exceed the amount of the settlement offer that was rejected by the insured, plus the amount of supplementary payments including the costs of legal defense incurred up to and including the date of such rejection by the insured, less any outstanding Deductible amounts.

9. The Limits of Insurance apply to the entire **policy period**. If the **policy period** is extended after policy issuance for an additional period, the additional period will be deemed part of the last preceding period for the purposes of determining the Limits of Insurance.

10. With respect to **SECTION I – COVERAGES**, **Coverage A – Location Pollution Liability**, if during the **policy period**:

a. A **pollution event** is first discovered by the insured and reported to us; or

b. A **claim** is first made against an insured and reported to us;

then any additional discovery(ies) of a **pollution event(s)** made by an insured or any additional **claim(s)** made against an insured arising from the same, related or continuous **pollution event** that is reported to us during the policy period of a continuous, uninterrupted renewal of this policy affording substantially the same coverage as this policy, will be:

c. Deemed to be one discovery or **claim**;

d. Deemed to have been first discovered and reported, or first made and reported during this **policy period** on the date the first of such discovery(ies) or **claim(s)** was made and reported; and

e. Subject only to the applicable limit of insurance for this policy stated in the Declarations and no other policy.

SECTION IV – CONDITIONS

1. Bankruptcy

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this policy.

2. Business Income and Extra Expense Loss Determination

a. The amount of **business income** loss will be determined based on:

(1) The Net Income of the business before the **environmental damage** occurred;

(2) The likely Net Income of the business if no **environmental damage** had occurred;

(3) The operating expenses, including payroll expenses, necessary to resume **operations** with the same quality of service that existed immediately prior to the **environmental damage**; and

(4) Other relevant sources of information including your financial records and accounting procedures, bills, invoices and other vouchers and deeds, liens or contracts.

b. The amount of **extra expense** will be determined based on all expenses that exceed the normal operating expenses that would have been incurred by **operations** during the **period of restoration** if no **environmental damage** had occurred. We will deduct from the total of such expenses any necessary expenses that reduce the **business income** loss that otherwise would have been incurred.

c. We will reduce the amount of your **extra expense** loss to the extent you can return **operations** to normal and discontinue such **extra expense**.

d. If you do not resume **operations**, or do not resume **operations** as soon as possible, we will pay based on the length of time it would have taken to resume **operations** as soon as possible.

3. Cancellation and Non-renewal

a. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us advance written notice of cancellation.

b. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:

(1) Ten (10) days before the effective date of cancellation if we cancel for nonpayment of premium; or

(2) Ninety (90) days before the effective date of cancellation if we cancel for fraud, or material misrepresentation or concealment.

c. We will mail or deliver our notice to the first Named Insured's last mailing address known to us.

d. Notice of cancellation will state the effective date of cancellation. The **policy period** will end on that date.

e. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund will be less than pro rata and will be subject to the Minimum Earned Premium stated in the Declarations. The cancellation will be effective even if we have not made or offered a refund.

f. If notice is mailed, proof of mailing will be sufficient proof of notice.

g. If we decide not to renew, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than ninety (90) days before the expiration date. If notice is mailed, proof of mailing will be sufficient proof of notice.

4. Changes

This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.

5. Choice of Forum

In the event that the insured and we have any dispute concerning or relating to this policy, including its formation, coverage provided hereunder, or the meaning, interpretation, or operation of any term, condition, definition, or provision of this policy resulting in litigation, arbitration or other form of dispute

resolution, the insured agrees with us that any such litigation, arbitration or other form of dispute resolution shall take place in the appropriate federal or state courts located in New York, New York.

6. Choice of Law

In the event that the insured and we have any dispute concerning or relating to this policy, including its formation, coverage provided hereunder, or the meaning, interpretation or operation of any term, condition, definition or provision of this policy resulting in litigation, arbitration or other form of dispute resolution, the insured agrees with us that the laws of the State of New York shall apply without giving effect to any conflicts or choice of law principles. The terms and conditions of this policy shall not be deemed to constitute a contract of adhesion and shall not be construed in favor of or against any party hereto by reason or authorship or otherwise.

7. Currency

All reimbursement shall be made in United States currency at the rate of exchange prevailing on the date of judgment if judgment is rendered, the date of settlement if settlement is agreed upon with our written consent, or the date of the payment of **damages**, **clean-up costs**, **emergency costs**, **crisis management costs**, the actual loss of **business income** or **extra expense**, whichever is applicable.

8. Duties in the Event of a Pollution Event, Claim, or Suit

a. Without limiting the requirements of any insuring agreement in this policy, you must notify us as soon as practicable of a **pollution event** that may result in a **claim** or is reasonably likely to involve this policy. To the extent possible, notice should include:

(1) How, when and where the **pollution event** took place;

(2) The names and addresses of any injured persons and witnesses; and

(3) The nature and location of any injury or damage arising out of the **pollution event**.

b. If a **claim** is made or **suit** is brought against any insured, you must:

(1) Immediately record the specifics of the **claim** or **suit** and the date received; and

(2) Notify us as soon as practicable.

You must provide us with written notice of the **claim** or **suit** as soon as practicable.

c. You and any other involved insured must:

(1) Immediately send us copies of any demands, notices, summonses and/or legal papers received in connection with the **claim** or **suit**;

(2) Immediately send us copies of contracts, certificates of insurance, environmental site assessments and any other documents deemed pertinent by us to the **claim** or **suit**;

(3) Authorize us to obtain records and other information;

(4) Cooperate with us in the investigation or settlement of the **claim** or defense against the **suit**; and

(5) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

d. In the event **emergency costs** or **crisis management costs** are incurred, you must provide, in writing, all available information relating to such **emergency costs**, **crisis management costs** and the **pollution event** giving rise thereto to us within thirty (30) days of the discovery of the **pollution event** by a **responsible insured** or the date the **claim** was made against you.

e. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than **emergency costs**, without our consent.

f. When any insured becomes legally obligated to pay **clean-up costs** to which this insurance applies, the insured must:

(1) Submit, for our approval, all proposed work plans prior to submittal to any regulatory agency;

(2) Submit, for our approval, all bids and contracts for **clean-up costs** prior to execution or issuance; and

(3) Forward progress submittals regarding **clean-up costs** at reasonable intervals and always prior to submittal to any regulatory agency that is authorized to review and approve such submittals.

We shall have the right, but not the duty, to assume direct control of such **clean-up costs**. Any **clean-up costs** incurred by us shall be applied against the applicable Limit of Insurance and is subject to the deductible.

g. If we are prohibited under applicable law from investigating, defending or settling any such **claim** or **suit,** the insured shall, under our supervision, arrange for such investigation and defense thereof as is reasonably necessary, and subject to our prior authorization, shall effect such settlement thereof.

9. Economic and Trade Sanctions

In accordance with laws and regulation of the United States concerning economic and trade sanctions administered and enforced by The Office of Foreign Assets Control (OFAC), this policy is void ab initio solely with respect to any term or condition of this policy that violates any laws or regulations of the United States concerning economic and trade sanctions.

10. Extended Reporting Period

This condition applies only with respect to **Coverage A – Location Pollution Liability**.

a. This condition applies only if:

(1) The policy is cancelled or non-renewed for any reason except fraud or non-payment of the premium; or

(2) We renew or replace this policy with **Coverage A – Location Pollution Liability** that provides claims-made and reported coverage for **bodily injury**, **property damage** or **environmental damage** and we advance the Retroactive Date; and

(3) You do not purchase coverage to replace the coverage described in Paragraph **a. (2)** above.

b. Automatic Extended Reporting Period

You shall be entitled to a ninety (90) day Automatic Extended Reporting Period for no additional premium commencing on the date and at the time the **policy period** ends to provide written notice to us:

(1) Of a **claim** first made against the insured during the **policy period**; or

(2) Of a **claim** first made against the insured during the ninety (90) day Automatic Extended Reporting Period, if such **claim** results from a **pollution event** first discovered and reported to us, in writing, during the **policy period**.

When the ninety (90) day Automatic Extended Reporting Period applies, a **claim** reported to us, in writing, during this ninety (90) day period will be deemed to have been made on the last day of the **policy period**, provided that the **claim** is otherwise covered by this policy.

c. Optional Extended Reporting Period:

(1) The first Named Insured shown in Item 1. of the Declarations is entitled to purchase an Optional Extended Reporting Period of up to forty-eight (48) months commencing on the date and at the time the **policy period** ends to provide written notice to us of a **claim** first made against the insured during the Optional Extended Reporting Period, if such **claim** results from a **pollution event** first discovered and reported to us, in writing, during the **policy period**. When the Optional Extended Reporting Period applies, a **claim** reported to us, in writing, during this specified period will be deemed to have been made on the last day of the **policy period**, provided that the **claim** is otherwise covered by this policy.

(2) The Extended Reporting Period Endorsement will not reinstate or increase the Limits of Insurance or extend the **policy period**.

d. We will issue the Endorsement indicating the Extended Reporting Period Option has been accepted if the first Named Insured shown in Item 1. of the Declarations:

(1) Makes a written request for a specified extended reporting period of up to forty-eight (48) months within the thirty (30) days after the end of the **policy period**; and

(2) Promptly pays us the additional premium, which will not exceed 200% of the policy premium, when due.

The Extended Reporting Period Endorsement will not take effect unless the additional premium is paid when due. If that premium is paid when due, the Endorsement may not be cancelled. The additional premium will be fully earned when the Endorsement takes effect.

If the Optional Extended Reporting Period is purchased, the ninety (90) day Automatic Extended Reporting Period referred to in Paragraph **b.** above shall form part of, and not be in addition to, the Optional Extended Reporting Period.

e. The offer of renewal terms, conditions, or premiums different from those in effect prior to renewal, except for the advancement of a retroactive date as stated in Paragraph **a. (2)** above, does not constitute non-renewal for the purpose of this paragraph **10. Extended Reporting Period**.

f. The Extended Reporting Period Endorsement will also amend **SECTION IV – CONDITIONS**, Condition **15. Other Insurance** so the insurance provided will be excess over any other valid and collectible insurance available to the insured, whether primary, excess, contingent or on any other basis, whose policy period begins or continues after the Endorsement takes effect.

11. First Named Insured Duties

The first Named Insured shown in Item 1. of the Declarations:

a. Is responsible for the payment of Deductible amounts;

b. Is responsible for the payment of all premiums;

c. Will act on behalf of all other Named Insureds for giving and receiving notice of cancellation or non-renewal;

d. Will be the payee for any return premiums that may become payable;

e. Will act on behalf of all other Named Insureds for the receipt and acceptance of any endorsement issued to form a part of this policy; and

f. Will act on behalf of all other Named Insureds to purchase the Optional Extended Reporting as set forth in Paragraph **10. Extended Reporting Periods**.

12. Independent Counsel

In the event the insured is entitled by law to select independent counsel to oversee our defense of a **claim** or **suit** at our expense, the attorney fees and all other litigation expenses we must pay to that counsel are limited to the rates we actually pay to counsel we retain in the ordinary course of business in the defense of similar **claims** or **suits** in the jurisdiction where the **claim** or **suit** arose or is being defended.

Additionally, we may exercise the right to require that such counsel have certain minimum qualifications with respect to their competency including experience in defending **claim**(s) or **suit**(s) similar to the one pending against the insured and to require such counsel to have a specific minimum amount of errors and omissions insurance coverage. With respect to any such counsel, the insured agrees that counsel will timely respond to our request for information regarding the **claim** or **suit**.

Furthermore, the insured may at any time, by the insured's written consent, freely and fully waive these rights to select independent counsel.

13. Inspections and Surveys

SPECIMEN

a. We have the right but not the duty to make inspections and surveys at any time, report on the conditions we find and recommend changes.

b. We are not obligated to make any inspections, surveys, reports or recommendations and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. We do not warrant that conditions are safe, healthful or comply with laws, regulations, codes or standards.

This applies not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations.

14. Legal Action Against Us

No person or organization has a right under this policy:

a. To join us as a party or otherwise bring us into a **claim** or **suit** asking for **damages** from an insured; or

b. To sue us on this policy unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for **damages** that are not payable under the terms of this policy or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

15. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under this policy, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below. However, regardless of whether **b.** below applies, in the event that a written contract or agreement or permit requires this insurance to be primary for any person or organization you agreed to insure and such person or organization is an insured under this policy, we will not seek contributions from any such other insurance issued to such person or organization.

b. Excess Insurance

(1) This insurance is excess over:

(a) Any other insurance, whether primary, excess, contingent or on any other basis that covers your liability for **bodily injury**, **property damage** or **environmental damage** arising from a **pollution event**;

(b) Any other insurance, whether primary, excess, contingent or on any other basis available to you covering liability for **damages** caused by or resulting from a **pollution event** during **transportation**;

(c) Any other insurance, whether primary, excess, contingent or on any other basis that is Business Income and Extra Expense or similar coverage applicable to a **covered location**;

(d) Any other insurance, whether primary, excess, contingent or on any other basis, available to you covering liability for **damages** at a **covered location**, for which you have been added as an additional insured; or

(e) Any project specific primary insurance available to you covering liability for **damages** arising out of **your work**, for which you are an insured.

(2) When this insurance is excess, we will have no duty to defend the insured against any **claim** if any other insurer has a duty to defend the insured against that **claim**. If no other insurer defends, we

will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self-insured amounts under all that other insurance; and

(c) The Deductible amounts shown in the Declarations of this policy reduced by actual amounts paid from other insurance in Paragraph **(a)** above on behalf of the insured to the extent such amounts would have been payments made by us on behalf of the insured under this policy in the absence of the insured's obligation to pay the Deductible.

(4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this policy.

c. Method of Sharing

If other insurance is also primary, then we will share with all that other insurance by an equal share contribution method. Under this approach each insurer contributes equal amounts, excess of applicable deductible and self-insured amounts under all such insurance, until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

16. Representations

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

b. Those statements are based upon representations you made to us; and

c. We have issued this policy in reliance upon your representations.

17. Separation of Insureds

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

a. As if each Named Insured were the only Named Insured; and

b. Separately to each insured against whom **claim** is made or **suit** is brought.

18. Service of Suit

It is hereby understood and agreed that we may be sued upon any cause of action arising under any insurance contract made by us or evidence of insurance issued or delivered by the broker, in the courts for the county(s) where the insurance provides coverage or in the courts of New York, New York where we maintain our home office.

It is further agreed that service of process in such suit may be made upon the Superintendent, Commissioner, Director of Insurance or other appropriate person at the state Department of Insurance, Secretary of State or other designee as provided for in specific state laws and/or regulations.

When service of process is made upon a statutory designee according to state law, such process should be provided via certified mail to us to the attention of our General Counsel.

It is further agreed that in any **suit** instituted against any insured under this policy or otherwise upon this policy, we will abide by the final decision of such court or of any appellate court in the event of an appeal.

19. Transfer of Rights of Recovery Against Others to Us

If the insured has rights to recover all or part of any payment we have made under this policy, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will

SPECIMEN

bring **suit** or transfer those rights to us and help us enforce them. However, if the insured has waived rights of recovery against any person or organization, in writing, prior to a loss, we waive any right of recovery we may have under this policy against such person or organization.

20. Transfer of Your Rights and Duties Under This Policy

Your rights and duties under this policy may be transferred with our prior written consent and we will show our consent by issuance of an Endorsement to the policy, except in the case of death of an individual named insured.

If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

SECTION V – DEFINITIONS

1. **Auto** means:
   - **a.** A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or
   - **b.** Any other land vehicle that is subject to a compulsory or financial responsibility law where it is licensed or principally garaged.
2. **Bodily injury** means physical injury, sickness, disease, building-related illness, mental anguish, shock or emotional distress, sustained by a person, including death resulting from any of these at any time.
3. **Business income** means:
   - **a.** Net Income (Net Profit or Loss before income taxes) that would have been earned or incurred (including rental income from tenant occupancy of the **covered location**). For manufacturing risks, Net Income includes the net sales value of production; and
   - **b.** Continuing normal operating expenses incurred, including payroll and the amount of charges which are the legal obligation of any tenant(s) but would otherwise be your obligations.
4. **Cargo** means the goods, products, merchandise, supplies or waste transported by the insured or by a third-party carrier properly licensed to transport such goods, products, merchandise, supplies or waste.
5. **Claim** means a written demand, notice or assertion of a legal right alleging liability or responsibility on the part of the insured. **Claim** includes a **suit**.
6. **Clean-up costs** mean reasonable costs, charges and expenses, incurred to investigate, remove, dispose of, abate, contain, treat, neutralize, monitor or test contaminated soil, surface water, groundwater or other media but only:
   - **a.** To the extent required by **environmental law**;
   - **b.** With respect to **mold matter** and Legionella pneumophilia, in the absence of Paragraph **a.** above, to the extent recommended in writing by an indoor environmental professional that we approve; or
   - **c.** To the extent incurred by the government or any political subdivision within Definition **7.a. Coverage territory** for which you are legally liable.

   Clean-up costs include **emergency costs** and **restoration costs**. **Clean-up costs** do not include compensation, fees, benefits, overhead charges, or expenses for goods or services of an insured or its parent, subsidiary, or affiliate unless we provide our written approval.
7. **Coverage territory** means:
   - **a.** The United States of America (including its territories and possessions), Puerto Rico, Canada and the Gulf of Mexico; or
   - **b.** All other parts of the world if the injury or damage is caused by or results from a **pollution event**:

(1) On, at, under or migrating from a **non-owned location** or a **covered location** located outside of the territory of Paragraph **a.** above;

(2) Arising out of **your work** occurring outside of the territory of Paragraph **a.** above; or

(3) During **transportation** occurring outside of the territory of Paragraph **a.** above;

and provided that the insured's responsibility to pay **damages** for **bodily injury**, **property damage**, **environmental damage**, **clean-up costs** or any other amount, injury or damage for which insurance may be afforded under this policy is determined in a **suit** on the merits in the United States of America (including its territories and possessions), Puerto Rico or Canada.

However, we assume no responsibility for furnishing certificates or evidence of insurance or bonds and we will not be liable for any fine or penalty imposed on you for failing to comply with insurance laws.

8. **Covered location** means the location(s) shown in a Covered Location Schedule Endorsement attached to the policy.

9. **Crisis management costs** means the following reasonable costs, charges, and expenses incurred to minimize negative publicity and to maintain or restore your reputation and public confidence provided by, or at the direction of a **crisis management firm** for a period of no more than six (6) months commencing on the day that the **pollution event** was first discovered by a **responsible insured** or the **claim** was first made against the insured:

a. Public relations costs;

b. Medical costs;

c. Funeral costs;

d. Psychological counseling costs;

e. Travel costs;

f. Security costs; or

g. Any other costs for services or activities for which we have given our written approval.

However, **crisis management costs** do not include (i) any costs, charges or expenses for the legal defense of a **claim** or any attorney representation before any governmental body; or (ii) compensation, fees, benefits, overhead charges, or expenses for goods or services of the insured or its parent, subsidiary, or affiliate.

10. **Crisis management firm** means a qualified crisis management firm for which we have provided our prior written approval to you provided that such firm is hired by you under written contract or agreement to advise you on minimizing negative publicity and maintaining or restoring your reputation and public confidence.

11. **Damages** means:

a. Monetary judgment, award, or settlement of compensatory damages for **bodily injury**, **property damage** or **environmental damage**;

b. Monetary judgment, award, or settlement for medical monitoring that results from **bodily injury** for which you are determined to be liable;

c. Where allowable by law: punitive, exemplary, or multiplied damages, and civil fines, penalties, and assessments for **bodily injury** and **property damage**; and

d. **Clean-up costs**.

12. **Emergency costs** mean reasonable costs, charges, and expenses incurred by you to investigate, remove, dispose of, abate, contain, treat, neutralize, monitor or test contaminated soil, surface water, groundwater or other media in response to a **pollution event** which is an imminent and substantial threat to human health or the environment and for the period of no more than ten (10) business days commencing on the

day that the **pollution event** was first discovered by a **responsible insured** or the **claim** made against the insured.

13. **Employee** includes a **leased worker** and a **temporary worker**.

14. **Environmental damage** means physical damage to land, any **mode of transportation**, structures on land or water, the atmosphere, any watercourse or body of water including surface water or groundwater, giving rise to **clean-up costs**.

    Environmental damage does not include **property damage**.

15. **Environmental law** means any federal, state, provincial, municipal, or local laws, including, but not limited to, statutes, rules, ordinances, guidance documents, regulations, and all amendments thereto, including state voluntary cleanup or risk-based corrective action guidance, and governmental, judicial or administrative orders and directives that are applicable to a **pollution event**.

16. **Executive officer** means a person holding any of the officer positions created by your charter, constitution, bylaws or any other similar governing document.

17. **Extra expense** means necessary expenses, other than the expense to repair or replace property or **clean-up costs**, that would not have been incurred had there been no **environmental damage**. To the extent it reduces the amount of **business income** loss, **extra expense** includes expenses you incur to avoid or minimize the **suspension** of business and to continue **operations**:

    a. At the **covered location**; or

    b. At replacement or temporary location(s), including relocation expenses and costs to equip and operate the replacement or temporary location(s).

    Extra Expense will be reduced by any salvage or other value of property obtained for temporary or other use during the **period of restoration** that remains after the resumption.

18. **Insured contract** means:

    a. A contract for a lease of premises;

    b. A sidetrack agreement;

    c. Any easement or license agreement;

    d. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;

    e. An elevator maintenance agreement;

    f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for **bodily injury**, **property damage** or **environmental damage** to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

    Paragraph **f.** does not include that part of any contract or agreement that indemnifies an architect, engineer or surveyor for injury or damage arising out of:

    (1) Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

    (2) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage.

19. **Leased worker** means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. **Leased worker** does not include a **temporary worker**.

20. **Misdelivery** means the delivery of any liquid product into a wrong receptacle or to a wrong address or the erroneous delivery of one liquid product for another.

21. **Mode of transportation** means an **auto**, railcar, rolling stock, train, watercraft or aircraft. **Mode of transportation** does not include pipelines.

22. **Mold matter** means mold, mildew and fungi, whether or not such **mold matter** is living.

23. **Natural resource damage** means physical injury to or destruction of, as well as the assessment of such injury or destruction, including the resulting loss of value of land, fish, wildlife, biota, air, water, groundwater, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to, or otherwise controlled by the United States (including the resources of the fishery conservation zone established by the Magnuson-Stevens Fishery Conservation and Management Act (16 U.S.C. 1801 et seq.)), any state, local or provincial government, any foreign government, any Native American tribe, or, if such resources are subject to a trust restriction on alienation, any member of a Native American tribe.

24. **Non-owned location** means:

    a. Any location described in a Non-Owned Location Schedule Endorsement attached to the policy; or

    b. In the absence of Paragraph **a.** above, **non-owned location** means:

        (1) Any location located in the United States of America (its territories or possessions) or Canada; and

        (2) The location is not, and never was, owned by, occupied by, or loaned to any insured or to a purchaser or user of **your product**; and

    c. For each location described in Paragraphs **a.** and **b.** above, such location must also be either:

        (1) A location performing operations or services on your behalf other than a location described in paragraph **(3)** below;

        (2) A job site location leased, rented, occupied, or borrowed for use by you as a staging area to facilitate **your work**; or

        (3) A treatment, storage, or disposal facility utilized by you or on your behalf for waste or recyclable material generated from a **covered location** or from **your work** provided that at the time such waste or recyclable materials were legally consigned for delivery or delivered for storage, disposal, processing or treatment at such location:

            (a) Such location is properly licensed by the appropriate federal, state or local authority to accept and perform storage, disposal, processing or treatment of such waste or recyclable material and is in compliance with **environmental law**;

            (b) Such location or any part thereof is not listed or proposed to be listed on the Federal National Priorities List (NPL) or a state-specific superfund site list;

            (c) Such location is not subject to a consent order, consent decree, or corrective action under **environmental law**; and

            (d) Such location is not subject to bankruptcy or financial insolvency and is not owned or operated by a bankrupt or financially insolvent person or entity.

25. **Nuclear material** means source material, special nuclear material or byproduct material which have the meanings given them in the Atomic Energy Act of 1954 or in any law amendatory thereof.

26. **Operations** means:

    a. Your business activities occurring on or at the **covered location**; and

    b. The tenantability of the **covered location**.

27. **Period of restoration** means the period of time that:

    a. Begins:

        (1) Seventy-two (72) hours after the necessary **suspension** of your **operations** for **business income**; or

(2) Immediately after the necessary **suspension** of your **operations** for **extra expense**; and

b. Ends on the earlier of:

(1) When **operations** resume at the **covered location** or at a new **location**; or

(2) Sixty (60) days after the insured no longer incurs **clean-up costs**.

The expiration date of this policy will not reduce the **period of restoration**.

28. Policy period means the period of time stated in Item 3. of the Declarations. However, if the policy is cancelled in accordance with **SECTION IV – CONDITIONS**, Condition **3. Cancellation and Non-renewal**, the **policy period** ends on the effective date of such cancellation.

29. Pollutants means any solid, liquid, gaseous or thermal irritant, or contaminant, including smoke, soot, vapor, fumes, acids, alkalis, chemicals, hazardous substances, hazardous materials, waste materials, including medical, infectious, and pathological wastes, and low-level radioactive waste and material.

Pollutants include electromagnetic fields, **mold matter**, and Legionella pneumophilia.

30. Pollution event means:

a. The discharge, dispersal, release, escape, migration, or seepage of **pollutants** on, in, into, or upon land, any **mode of transportation**, structures on land or water, the atmosphere, any watercourse or body of water including surface water or groundwater, provided that such conditions are not naturally present in the environment in the concentration or amounts discovered;

b. The presence of **mold matter** on, at or within buildings or structures;

c. **Misdelivery**; or

d. The illicit abandonment of **pollutants** provided that such abandonment was committed by parties other than an insured and without the knowledge of a **responsible insured**.

31. Property damage means:

a. Physical injury to or destruction of tangible property, including all resulting loss of use and diminished value of that property. All such loss of use and diminished value shall be deemed to occur at the time of the physical injury that caused it;

b. Loss of use and diminished value of tangible property that is not physically injured or destroyed. All such loss of use shall be deemed to occur at the time of the **pollution event** that caused it; or

c. **Natural resource damage**.

Property damage does not include **environmental damage**.

For the purpose of this insurance, electronic data is not tangible property. As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CDROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

32. Responsible insured means:

a. Your **executive officers**, directors, partners or members;

b. Your manager of a **covered location**;

c. Your **employee** responsible for environmental affairs, health and safety affairs, control or compliance or any other **employee** authorized by you to give or receive notice of a **claim**.

33. Restoration costs mean reasonable and necessary costs incurred by the insured, to repair, restore or replace damaged real or personal property damaged during work performed in the course of incurring **clean-up costs** in order to restore the property to the condition it was in prior to being damaged during such work. **Restoration costs** shall not exceed the lesser of actual cash value of such real or personal property or the cost of repairing, restoring or replacing the damaged property with other property of like

kind and quality. An adjustment for depreciation and physical condition shall be made in determining actual cash value. If a repair or replacement results in better than like kind or quality, we will not pay for the amount of the betterment, except to the extent such betterments of the damaged property entail the use of materials which are environmentally preferable to those materials which comprised the damaged property. Such environmentally preferable material must be certified as such by an applicable independent certifying body, where such certification is available, or, in the absence of such certification, to be determined in our sole discretion.

34. Suit means a civil proceeding in which **damages** to which this insurance applies are alleged. **Suit** includes an arbitration proceeding in which such **damages** are claimed and to which the insured must submit or does submit with our consent or any other alternative dispute resolution proceeding in which such **damages** are claimed and to which the insured submits with our consent.

35. Suspension means:

a. The slowdown or cessation of your business activities; or

b. That a part or all of the **covered location** is rendered untenantable.

36. Temporary worker means a person who is furnished to you to substitute for a permanent worker on leave or to meet seasonal or short-term workload conditions.

37. Transportation means the movement of **cargo** in a **mode of transportation** by the insured or a third-party carrier from the time of movement from the point of origin until delivery to the final destination. **Transportation** includes the movement of **cargo** into, onto or from a **mode of transportation**.

38. Underground storage tank means any tank, including any piping and appurtenances connected to the tank, located on or under a **covered location**, that has at least 10% of its combined volume underground. **Underground storage tank** does not include:

a. Septic tanks, sump pumps, or oil/water separators;

b. A tank that is enclosed within a basement or cellar, if the tank is upon or above the surface of the floor; or

c. Storm-water or wastewater collection systems.

39. Volunteer worker means a person who is not your **employee**, and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

40. Your product:

a. Means:

(1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:

(a) You;

(b) Others trading under your name; or

(c) A person or organization whose business or assets you have acquired; and

(2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of **your product**; and

(2) The providing of or failure to provide warnings or instructions.

SPECIMEN

41. Your work means work or operations performed by you or on your behalf scheduled by Endorsement to this policy.

SPECIMEN

Effective Date of Endorsement: 11/2/2026
Insured Name: Community Action Partnership of Kern

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS INCOME AND EXTRA EXPENSE COVERAGE AMENDMENT WITH CERTIFICATE OF OCCUPANCY EXCEPTION

This endorsement modifies insurance provided under the following:
PRIME PREMIER POLLUTION LIABILITY COVERAGE FORM

It is hereby agreed that the policy to which this Endorsement is attached is amended as follows:

1. **SECTION I – COVERAGES**, **Coverage D – Business Income and Extra Expense**, Paragraph **1. Insuring Agreement** is deleted and replaced with the following:

   1. Insuring Agreement

   We will pay for the actual loss of **business income** you sustain and the **extra expense** you incur due to the necessary **suspension** of your **operations** during the **period of restoration** because of **environmental damage** resulting from a **pollution event** on, at or under a **covered location** and the **covered location** has received a Certificate of Occupancy, provided that:

   a. The **pollution event** has resulted in **clean-up costs** for which we have provided coverage under **Coverage A – Location Pollution Liability**, **Insuring Agreements 1.a. Covered Location Third Party Liability** or **1. B. Covered Location Discovery**; and

   b. You report the **suspension** of your **operations** to us in writing during the **policy period**.

SPECIMEN

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

Effective Date of Endorsement: 11/2/2026
Insured Name: Community Action Partnership of Kern

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED ENTITY

This endorsement modifies insurance provided under the following:
PRIME PREMIER POLLUTION LIABILITY COVERAGE FORM

It is hereby agreed that the policy to which this Endorsement is attached is amended as follows:

SCHEDULE:

Name of Additional Insured Entity:
City of Bakersfield

1. **SECTION II – WHO IS AN INSURED**, Paragraph **4.e.** is amended to specify the entity indicated in the Schedule as:

   e. Any person(s) or organization(s) for whom you have agreed in writing in a contract, agreement or permit that such person(s) or organization(s) be added as an additional insured on your policy. Such person(s) or organization(s) is an additional insured only with respect to liability for **bodily injury**, **property damage** or **environmental damage** caused in whole or in part, by:

   (1) Your acts or omissions or the acts or omissions of those acting on your behalf in connection with a **covered location**;

   (2) Your work;

   (3) Your ownership, maintenance, operation or use of a **covered location**.

   However, the insurance afforded to such additional insured only applies to the extent permitted by law and will not be broader than that which you are required by the contract, agreement or permit to provide for such additional insured and the most we will pay on behalf of such additional insured is the amount of insurance (i) required by the contract, agreement or permit or (ii) available under the applicable limits of insurance, whichever is less.

2. **SECTION IV – CONDITIONS**, Condition **15. Other Insurance**, Paragraph **a.** is amended to specify the entity indicated in the Schedule as a person or organization you agreed to insure on a primary basis and we will not seek contributions from any such other insurance issued to such person or organization.

SPECIMEN

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

Effective Date of Endorsement: 11/2/2026
Insured Name: Community Action Partnership of Kern

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COVERED LOCATION SCHEDULE

This endorsement modifies insurance provided under the following:
PRIME PREMIER POLLUTION LIABILITY COVERAGE FORM

It is hereby agreed that the policy to which this Endorsement is attached is amended to add the following Covered Location Schedule applicable to the policy:

Covered Location Schedule

901 Union Avenue, Bakersfield, CA 93307

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

SPECIMEN

Effective Date of Endorsement: 11/2/2026
Insured Name: Community Action Partnership of Kern

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMPETITOR APPLICATION RELIANCE ENDORSEMENT

This endorsement modifies insurance provided under the following:
PRIME PREMIER POLLUTION LIABILITY COVERAGE FORM

In consideration of the premium charged, it is hereby understood and agreed that in granting coverage under this policy, the insurer relied upon the information and materials described below (collectively, the "Application"). The Application is the basis of coverage under this policy and shall be considered as incorporated in and constituting part of this policy as if physically attached.

Application or Representation

The Markel Site Pollution and Environmental Coverage Application signed by Emilio G. Wagner, Chief Facilities and Technology Officer, dated October 14, 2026, and on file with us.

SPECIMEN

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

Effective Date of Endorsement: 11/2/2026
Insured Name: Community Action Partnership of Kern

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

MOLD MATTER LIMITED EXCLUSION WITH CERTIFICATE OF OCCUPANCY EXCEPTION

This endorsement modifies insurance provided under the following:
PRIME PREMIER POLLUTION LIABILITY COVERAGE FORM

It is hereby agreed that the policy to which this Endorsement is attached is amended as follows:

SCHEDULE:

All **covered location(s)**

1. Solely with respect to the **covered location(s)** designated in the Schedule above, the following Exclusion is added to **SECTION I – COMMON EXCLUSIONS**:

Mold Matter

Based upon or arising out of, in whole or in part, the actual, alleged, threatened or suspected presence or existence of **mold matter** in or on any building or other structure.

This exclusion does not apply to a **claim** for:

a. **bodily injury**;

b. **property damage**;

c. **damages** arising from **your work**; or

d. once a Certificate of Occupancy has been issued for the **covered location**.

SPECIMEN

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

Underwritten by or on behalf of: **Ascot Specialty Insurance Company**

Home Office
1251 Avenue of the Americas, 43rd Floor
New York, NY 10020

Mailing Office
PO Box 2240
Ridgeland, MS 39158

1-646-356-8101

A Stock Company

SPECIMEN

In Witness Whereof, the Company has caused this policy to be executed and attested.

Michael Sevi
Secretary

Matthew Kramer
Chief Executive Officer

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

LIMITATION OF COVERAGE TO DESIGNATED PREMISES, PROJECT OR OPERATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Premises:
Project Or Operation:
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. If this endorsement is attached to Commercial General Liability Coverage Form **CG 00 01**, the provisions under this Paragraph **A.** apply:

1. Paragraph **1.b.** under **Section I – Coverage A – Bodily Injury And Property Damage Liability** is replaced by the following:

b. This insurance applies to "bodily injury" and "property damage" caused by an "occurrence" that takes place in the "coverage territory" only if:

(1) The "bodily injury" or "property damage":

(a) Occurs on the premises shown in the Schedule or the grounds and structures appurtenant to those premises; or

(b) Arises out of the project or operation shown in the Schedule;

(2) The "bodily injury" or "property damage" occurs during the policy period; and

(3) Prior to the policy period, no insured listed under Paragraph **1.** of Section **II** – Who Is An Insured and no "employee" authorized by you to give or receive notice of an "occurrence" or claim, knew that the "bodily injury" or "property damage" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "bodily injury" or "property damage" occurred, then any continuation, change or resumption of such "bodily injury" or "property damage" during or after the policy period will be deemed to have been known prior to the policy period.

2. Paragraph **1.b.** under **Section I – Coverage B – Personal And Advertising Injury Liability** is replaced by the following:

b. This insurance applies to "personal and advertising injury" caused by an offense committed in the "coverage territory" but only if:

(1) The offense arises out of your business:

(a) Performed on the premises shown in the Schedule; or

Specimen

 © Insurance Services Office, Inc., 2016

(b) In connection with the project or operation shown in the Schedule; and

(2) The offense was committed during the policy period.

However, with respect to Paragraph **1.b.(1)(a)** of this Insuring Agreement, if the "personal and advertising injury" is caused by:

(1) False arrest, detention or imprisonment; or

(2) The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor;

then such offense must arise out of your business performed on the premises shown in the Schedule and the offense must have been committed on the premises shown in the Schedule or the grounds and structures appurtenant to those premises.

3. Paragraph **1.a.** under **Section I – Coverage C – Medical Payments** is replaced by the following:

a. We will pay medical expenses as described below for "bodily injury" caused by an accident that takes place in the "coverage territory" if the "bodily injury":

(1) Occurs on the premises shown in the Schedule or the grounds and structures appurtenant to those premises; or

(2) Arises out of the project or operation shown in the Schedule;

provided that:

(a) The accident takes place during the policy period;

(b) The expenses are incurred and reported to us within one year of the date of the accident; and

(c) The injured person submits to examination, at our expense, by physicians of our choice as often as we reasonably require.

B. If this endorsement is attached to Commercial General Liability Coverage Form **CG 00 02,** the provisions under this Paragraph **B.** apply:

1. Paragraph **1.b.** under **Section I – Coverage A – Bodily Injury And Property Damage Liability** is replaced by the following:

b. This insurance applies to "bodily injury" and "property damage" caused by an "occurrence" that takes place in the "coverage territory" only if:

(1) The "bodily injury" or "property damage":

(a) Occurs on the premises shown in the Schedule or the grounds and structures appurtenant to those premises; or

(b) Arises out of the project or operation shown in the Schedule;

(2) The "bodily injury" or "property damage" did not occur before the Retroactive Date, if any, shown in the Declarations or after the end of the policy period; and

(3) A claim for damages because of the "bodily injury" or "property damage" is first made against any insured, in accordance with Paragraph **1.c.** of this Insuring Agreement, during the policy period or any Extended Reporting Period we provide under Section **V** – Extended Reporting Periods.

2. Paragraph **1.b.** under **Section I – Coverage B – Personal And Advertising Injury Liability** is replaced by the following:

b. This insurance applies to "personal and advertising injury" caused by an offense committed in the "coverage territory" but only if:

(1) The offense arises out of your business:

(a) Performed on the premises shown in the Schedule; or

(b) In connection with the project or operation shown in the Schedule;

(2) The offense was not committed before the Retroactive Date, if any, shown in the Declarations or after the end of the policy period; and

Specimen

 © Insurance Services Office, Inc., 2016

(3) A claim for damages because of the "personal and advertising injury" is first made against any insured, in accordance with Paragraph **1.c.** of this Insuring Agreement, during the policy period or any Extended Reporting Period we provide under Section **V –** Extended Reporting Periods.

However, with respect to Paragraph **1.b.(1)(a)** of this Insuring Agreement, if the "personal and advertising injury" is caused by:

(1) False arrest, detention or imprisonment; or

(2) The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor;

then such offense must arise out of your business performed on the premises shown in the Schedule and the offense must have been committed on the premises shown in the Schedule or the grounds and structures appurtenant to those premises.

3. Paragraph **1.a.** under **Section I – Coverage C – Medical Payments** is replaced by the following:

a. We will pay medical expenses as described below for "bodily injury" caused by an accident that takes place in the "coverage territory" if the "bodily injury":

(1) Occurs on the premises shown in the Schedule or the grounds and structures appurtenant to those premises; or

(2) Arises out of the project or operation shown in the Schedule;

provided that:

(a) The accident takes place during the policy period;

(b) The expenses are incurred and reported to us within one year of the date of the accident; and

(c) The injured person submits to examination, at our expense, by physicians of our choice as often as we reasonably require.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – DESIGNATED ONGOING OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Description of Designated Ongoing Operation(s):

Specified Location (If Applicable):

Specimen

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The following exclusion is added to paragraph **2.**, Exclusions of COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY (Section **I** – Coverages):

This insurance does not apply to "bodily injury" or "property damage" arising out of the ongoing operations described in the Schedule of this endorsement, regardless of whether such operations are conducted by you or on your behalf or whether the operations are conducted for yourself or for others.

Unless a "location" is specified in the Schedule, this exclusion applies regardless of where such operations are conducted by you or on your behalf. If a specific "location" is designated in the Schedule of this endorsement, this exclusion applies only to the described ongoing operations conducted at that "location".

For the purpose of this endorsement, "location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

Copyright, Insurance Services Office, Inc., 1994

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CANCELLATION

This endorsement modifies insurance provided under the following:

OUTPUT POLICY COVERAGE PART
COMMERCIAL AUTOMOBILE COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
COMMERCIAL INLAND MARINE COVERAGE PART
COMMERCIAL LIABILITY UMBRELLA COVERAGE PART
COMMERCIAL PROPERTY COVERAGE PART
CRIME AND FIDELITY COVERAGE PART
EMPLOYMENT-RELATED PRACTICES LIABILITY COVERAGE PART
EXCESS LIABILITY POLICY
FARM COVERAGE PART
FARM UMBRELLA LIABILITY POLICY
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
PROFESSIONAL LIABILITY COVERAGE PART

Paragraph **A. Cancellation** of the COMMON POLICY CONDITIONS is amended as follows:

1. Paragraph **2**. is replaced by the following:

   2. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:

   a. 10 days before the effective date of cancellation if we cancel for one or more of the following reasons:

   (1) nonpayment of premium or failure to pay a premium when due;

   (2) conviction of an insured of a crime arising out of acts increasing the hazard insured against;

   (3) violation of any local fire, health, safety, building or construction regulation or ordinance which increases the hazard insured against under the policy;

   (4) any willful or reckless act or omission by an insured increasing the hazard insured against;

   (5) omission or concealment of fact relating to an insurance application, rating, claim or coverage under this policy;

   (6) failure or refusal of an insured to:

   (a) provide information necessary to confirm exposure or determine the policy premium; or

   (b) comply with underwriting requirements;

   (7) a substantial change in the risk covered by the policy;

   (8) loss of reinsurance or substantial decrease in reinsurance;

   (9) the cancellation is for all insureds under such policies for a given class of insureds; or

   (10) any reason determined by the insurance commissioner.

   b. 30 days before the effective date of cancellation if we cancel for any other reason.

2. Paragraph **5.** is amended by the addition of the following:

   Any premium refund will be subject to the minimum earned premium for this policy, if applicable.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMPOSITE RATE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The premium for the policy to which this endorsement is attached shall be computed upon a composite basis in accordance with the Company's rules, rates, rating plans, premium and minimum premium and other applicable terms and conditions of the policy.

Premium Basis:

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of ISO Properties, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – DESIGNATED ONGOING OPERATIONS AND PRODUCTS-COMPLETED OPERATIONS HAZARD

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Description of Designated Operation(s):
Specified Location (If Applicable):

SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions, and **COVERAGE B – PERSONAL AND ADVERTISING INJURY LIABILITY, 2. Exclusions** are amended and the following is added:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the operations described in the SCHEDULE above.

Unless a "location" is specified in the SCHEDULE, this exclusion applies to all "locations". If a specific "location" is designated in the SCHEDULE above, this exclusion applies only to the described operations conducted at that "location".

For the purpose of this endorsement, "location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED CONTRACTOR WARRANTY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designated Contractor (If Applicable):

A. **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended by the addition of the following:

Designated Contractor (SCHEDULE above applies)

For any "contractor(s)" not specified in the SCHEDULE above, the insured must comply with all of the conditions enumerated below.

We will have no duty to defend or indemnify any insured if prior to the commencement of any work by any "contractor" not specified in the SCHEDULE above the insured fails to satisfy all conditions precedent to coverage set forth below. The insured agrees that we need not demonstrate any prejudice to us as a result of the insured's failure to comply with any of the below conditions in order to enforce those conditions precedent to coverage.

The insured hereby warrants and agrees that any "contractor" not specified in the SCHEDULE above has complied with all of the following conditions prior to the commencement of any work performed:

a. The "contractor" has signed and executed an agreement with the insured which remains in force and effective until the date on which the work is completed and contains the following provisions:

(1) An agreement to defend, indemnify, and hold the insured harmless, to the fullest extent permitted by law, against all losses arising out of the work performed by or on behalf of any such "contractor", including all expenses and legal fees incurred to defend claims alleging such losses; and

(2) A requirement for the "contractor" to name the insured as an Additional Insured under their Commercial General Liability policy on a primary and non-contributory basis in favor of the insured;

b. The "contractor" has maintained "adequate insurance";

c. The "contractor" has provided the insured with current Certificates of Insurance evidencing Commercial General Liability and Workers' Compensation and Employer's Liability coverage; and

d. All documents required must be kept on file and made available at our request.

B. The **DEFINITIONS** Section is amended by the addition of the following:

"Adequate insurance" means Commercial General Liability Insurance, Workers' Compensation and Employer's Liability Insurance written by an insurance carrier(s) with an A.M. Best rating of not less than A- VII and which:

a. Remains in full force and effect without a lapse in coverage from the date on which the agreement for work being performed for the insured or on the insured's behalf is executed until the date on which the work is completed;

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

b. Provides Commercial General Liability Limits of Insurance for such operations that are equal to or greater than the following Limits of Insurance including Additional Insured status on a primary and non-contributory basis in favor of the insured:

i. Each Occurrence Limit: $

ii. General Aggregate Limit: $

iii. Products/Completed Operations Aggregate Limit: $;

c. Provides Workers' Compensation and Employer's Liability Insurance in compliance with the statutes of the applicable state;

d. Includes coverage for "bodily injury" or "property damage" arising out of work performed by the "contractor" or on behalf of the "contractor" per the agreement of the insured;

e. Does not exclude any claim, "suit", loss, cost or expense arising out of any "bodily injury" to any "worker" of the "contractor"; and

f. Does not contain any conditions or provisions that preclude coverage based on requirements for hiring or contracting with subcontractors or independent contractors.

"Contractor" means any subcontractor or independent contractor who is directly hired, directly paid, or directly contracted with by the insured.

"Worker" means any "employee", "temporary worker", "leased worker", "volunteer worker", apprentice, intern, casual laborer, borrowed employee, borrowed servant, independent contractor or subcontractor, or any person hired or retained by the "contractor", that performs work, whether directly or indirectly, for any "contractor".

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

CALIFORNIA NOTICE – PREMIUM REFUNDS

In response to CAL. INS. CODE § 481.(c), this notice is being provided to make you aware that you may incur a penalty if you cancel your policy prior to the expiration date.

If you cancel the policy prior to the expiration date, the penalty is 10% of any remaining unearned premium, subject to any minimum earned premium endorsement that may be attached to your policy or the policy for which you are applying.

This notice is for information purposes only and does not become a part or condition of the policy.

Specimen

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the company providing this insurance.

The word "insured" means any person or organization qualifying as such under Section **II** – Who Is An Insured.

Other words and phrases that appear in quotation marks have special meaning. Refer to Section **V** – Definitions.

SECTION I – COVERAGES

COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY

1. Insuring Agreement

a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "bodily injury" or "property damage" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "bodily injury" or "property damage" to which this insurance does not apply. We may, at our discretion, investigate any "occurrence" and settle any claim or "suit" that may result. But:

(1) The amount we will pay for damages is limited as described in Section **III** – Limits Of Insurance; and

(2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages **A** or **B** or medical expenses under Coverage **C.**

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments – Coverages **A** and **B.**

b. This insurance applies to "bodily injury" and "property damage" only if:

(1) The "bodily injury" or "property damage" is caused by an "occurrence" that takes place in the "coverage territory";

(2) The "bodily injury" or "property damage" occurs during the policy period; and

(3) Prior to the policy period, no insured listed under Paragraph **1.** of Section **II** – Who Is An Insured and no "employee" authorized by you to give or receive notice of an "occurrence" or claim, knew that the "bodily injury" or "property damage" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "bodily injury" or "property damage" occurred, then any continuation, change or resumption of such "bodily injury" or "property damage" during or after the policy period will be deemed to have been known prior to the policy period.

c. "Bodily injury" or "property damage" which occurs during the policy period and was not, prior to the policy period, known to have occurred by any insured listed under Paragraph **1.** of Section **II** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim, includes any continuation, change or resumption of that "bodily injury" or "property damage" after the end of the policy period.

d. "Bodily injury" or "property damage" will be deemed to have been known to have occurred at the earliest time when any insured listed under Paragraph **1.** of Section **II** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim:

(1) Reports all, or any part, of the "bodily injury" or "property damage" to us or any other insurer;

(2) Receives a written or verbal demand or claim for damages because of the "bodily injury" or "property damage"; or

(3) Becomes aware by any other means that "bodily injury" or "property damage" has occurred or has begun to occur.

e. Damages because of "bodily injury" include damages claimed by any person or organization for care, loss of services or death resulting at any time from the "bodily injury".

Specimen

 © Insurance Services Office, Inc., 2012

2. Exclusions

This insurance does not apply to:

a. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" resulting from the use of reasonable force to protect persons or property.

b. Contractual Liability

"Bodily injury" or "property damage" for which the insured is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages:

(1) That the insured would have in the absence of the contract or agreement; or

(2) Assumed in a contract or agreement that is an "insured contract", provided the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed in an "insured contract", reasonable attorneys' fees and necessary litigation expenses incurred by or for a party other than an insured are deemed to be damages because of "bodily injury" or "property damage", provided:

(a) Liability to such party for, or for the cost of, that party's defense has also been assumed in the same "insured contract"; and

(b) Such attorneys' fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

c. Liquor Liability

"Bodily injury" or "property damage" for which any insured may be held liable by reason of:

(1) Causing or contributing to the intoxication of any person;

(2) The furnishing of alcoholic beverages to a person under the legal drinking age or under the influence of alcohol; or

(3) Any statute, ordinance or regulation relating to the sale, gift, distribution or use of alcoholic beverages.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in:

(a) The supervision, hiring, employment, training or monitoring of others by that insured; or

(b) Providing or failing to provide transportation with respect to any person that may be under the influence of alcohol;

if the "occurrence" which caused the "bodily injury" or "property damage", involved that which is described in Paragraph **(1)**, **(2)** or **(3)** above.

However, this exclusion applies only if you are in the business of manufacturing, distributing, selling, serving or furnishing alcoholic beverages. For the purposes of this exclusion, permitting a person to bring alcoholic beverages on your premises, for consumption on your premises, whether or not a fee is charged or a license is required for such activity, is not by itself considered the business of selling, serving or furnishing alcoholic beverages.

d. Workers' Compensation And Similar Laws

Any obligation of the insured under a workers' compensation, disability benefits or unemployment compensation law or any similar law.

e. Employer's Liability

"Bodily injury" to:

(1) An "employee" of the insured arising out of and in the course of:

(a) Employment by the insured; or

(b) Performing duties related to the conduct of the insured's business; or

(2) The spouse, child, parent, brother or sister of that "employee" as a consequence of Paragraph **(1)** above.

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the injury.

This exclusion does not apply to liability assumed by the insured under an "insured contract".

Specimen

 © Insurance Services Office, Inc., 2012

f. Pollution

(1) "Bodily injury" or "property damage" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants":

(a) At or from any premises, site or location which is or was at any time owned or occupied by, or rented or loaned to, any insured. However, this subparagraph does not apply to:

(i) "Bodily injury" if sustained within a building and caused by smoke, fumes, vapor or soot produced by or originating from equipment that is used to heat, cool or dehumidify the building, or equipment that is used to heat water for personal use, by the building's occupants or their guests;

(ii) "Bodily injury" or "property damage" for which you may be held liable, if you are a contractor and the owner or lessee of such premises, site or location has been added to your policy as an additional insured with respect to your ongoing operations performed for that additional insured at that premises, site or location and such premises, site or location is not and never was owned or occupied by, or rented or loaned to, any insured, other than that additional insured; or

(iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire";

(b) At or from any premises, site or location which is or was at any time used by or for any insured or others for the handling, storage, disposal, processing or treatment of waste;

(c) Which are or were at any time transported, handled, stored, treated, disposed of, or processed as waste by or for:

(i) Any insured; or

(ii) Any person or organization for whom you may be legally responsible; or

(d) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the "pollutants" are brought on or to the premises, site or location in connection with such operations by such insured, contractor or subcontractor. However, this subparagraph does not apply to:

(i) "Bodily injury" or "property damage" arising out of the escape of fuels, lubricants or other operating fluids which are needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of "mobile equipment" or its parts, if such fuels, lubricants or other operating fluids escape from a vehicle part designed to hold, store or receive them. This exception does not apply if the "bodily injury" or "property damage" arises out of the intentional discharge, dispersal or release of the fuels, lubricants or other operating fluids, or if such fuels, lubricants or other operating fluids are brought on or to the premises, site or location with the intent that they be discharged, dispersed or released as part of the operations being performed by such insured, contractor or subcontractor;

(ii) "Bodily injury" or "property damage" sustained within a building and caused by the release of gases, fumes or vapors from materials brought into that building in connection with operations being performed by you or on your behalf by a contractor or subcontractor; or

(iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire".

(e) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the operations are to test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants".

Specimen

(2) Any loss, cost or expense arising out of any:

(a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(b) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

However, this paragraph does not apply to liability for damages because of "property damage" that the insured would have in the absence of such request, demand, order or statutory or regulatory requirement, or such claim or "suit" by or on behalf of a governmental authority.

g. Aircraft, Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This exclusion does not apply to:

(1) A watercraft while ashore on premises you own or rent;

(2) A watercraft you do not own that is:

(a) Less than 26 feet long; and

(b) Not being used to carry persons or property for a charge;

(3) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;

(4) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft; or

(5) "Bodily injury" or "property damage" arising out of:

(a) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged; or

(b) The operation of any of the machinery or equipment listed in Paragraph **f.(2)** or **f.(3)** of the definition of "mobile equipment".

h. Mobile Equipment

"Bodily injury" or "property damage" arising out of:

(1) The transportation of "mobile equipment" by an "auto" owned or operated by or rented or loaned to any insured; or

(2) The use of "mobile equipment" in, or while in practice for, or while being prepared for, any prearranged racing, speed, demolition, or stunting activity.

i. War

"Bodily injury" or "property damage", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

j. Damage To Property

"Property damage" to:

(1) Property you own, rent, or occupy, including any costs or expenses incurred by you, or any other person, organization or entity, for repair, replacement, enhancement, restoration or maintenance of such property for any reason, including prevention of injury to a person or damage to another's property;

(2) Premises you sell, give away or abandon, if the "property damage" arises out of any part of those premises;

(3) Property loaned to you;

Specimen

 © Insurance Services Office, Inc., 2012

(4) Personal property in the care, custody or control of the insured;

(5) That particular part of real property on which you or any contractors or subcontractors working directly or indirectly on your behalf are performing operations, if the "property damage" arises out of those operations; or

(6) That particular part of any property that must be restored, repaired or replaced because "your work" was incorrectly performed on it.

Paragraphs **(1), (3)** and **(4)** of this exclusion do not apply to "property damage" (other than damage by fire) to premises, including the contents of such premises, rented to you for a period of seven or fewer consecutive days. A separate limit of insurance applies to Damage To Premises Rented To You as described in Section **III** – Limits Of Insurance.

Paragraph **(2)** of this exclusion does not apply if the premises are "your work" and were never occupied, rented or held for rental by you.

Paragraphs **(3), (4), (5)** and **(6)** of this exclusion do not apply to liability assumed under a sidetrack agreement.

Paragraph **(6)** of this exclusion does not apply to "property damage" included in the "products-completed operations hazard".

k. Damage To Your Product

"Property damage" to "your product" arising out of it or any part of it.

l. Damage To Your Work

"Property damage" to "your work" arising out of it or any part of it and included in the "products-completed operations hazard".

This exclusion does not apply if the damaged work or the work out of which the damage arises was performed on your behalf by a subcontractor.

m. Damage To Impaired Property Or Property Not Physically Injured

"Property damage" to "impaired property" or property that has not been physically injured, arising out of:

(1) A defect, deficiency, inadequacy or dangerous condition in "your product" or "your work"; or

(2) A delay or failure by you or anyone acting on your behalf to perform a contract or agreement in accordance with its terms.

This exclusion does not apply to the loss of use of other property arising out of sudden and accidental physical injury to "your product" or "your work" after it has been put to its intended use.

n. Recall Of Products, Work Or Impaired Property

Damages claimed for any loss, cost or expense incurred by you or others for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of:

(1) "Your product";

(2) "Your work"; or

(3) "Impaired property";

if such product, work, or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

o. Personal And Advertising Injury

"Bodily injury" arising out of "personal and advertising injury".

p. Electronic Data

Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate electronic data.

However, this exclusion does not apply to liability for damages because of "bodily injury".

As used in this exclusion, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

q. Recording And Distribution Of Material Or Information In Violation Of Law

"Bodily injury" or "property damage" arising directly or indirectly out of any action or omission that violates or is alleged to violate:

(1) The Telephone Consumer Protection Act (TCPA), including any amendment of or addition to such law;

(2) The CAN-SPAM Act of 2003, including any amendment of or addition to such law;

(3) The Fair Credit Reporting Act (FCRA), and any amendment of or addition to such law, including the Fair and Accurate Credit Transactions Act (FACTA); or

Specimen

(4) Any federal, state or local statute, ordinance or regulation, other than the TCPA, CAN-SPAM Act of 2003 or FCRA and their amendments and additions, that addresses, prohibits, or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating or distribution of material or information.

Exclusions **c.** through **n.** do not apply to damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in Section **III** – Limits Of Insurance.

COVERAGE B – PERSONAL AND ADVERTISING INJURY LIABILITY

1. Insuring Agreement

a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "personal and advertising injury" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "personal and advertising injury" to which this insurance does not apply. We may, at our discretion, investigate any offense and settle any claim or "suit" that may result. But:

(1) The amount we will pay for damages is limited as described in Section **III** – Limits Of Insurance; and

(2) Our right and duty to defend end when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages **A** or **B** or medical expenses under Coverage **C.**

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments – Coverages **A** and **B.**

b. This insurance applies to "personal and advertising injury" caused by an offense arising out of your business but only if the offense was committed in the "coverage territory" during the policy period.

2. Exclusions

This insurance does not apply to:

a. Knowing Violation Of Rights Of Another

"Personal and advertising injury" caused by or at the direction of the insured with the knowledge that the act would violate the rights of another and would inflict "personal and advertising injury".

b. Material Published With Knowledge Of Falsity

"Personal and advertising injury" arising out of oral or written publication, in any manner, of material, if done by or at the direction of the insured with knowledge of its falsity.

c. Material Published Prior To Policy Period

"Personal and advertising injury" arising out of oral or written publication, in any manner, of material whose first publication took place before the beginning of the policy period.

d. Criminal Acts

"Personal and advertising injury" arising out of a criminal act committed by or at the direction of the insured.

e. Contractual Liability

"Personal and advertising injury" for which the insured has assumed liability in a contract or agreement. This exclusion does not apply to liability for damages that the insured would have in the absence of the contract or agreement.

f. Breach Of Contract

"Personal and advertising injury" arising out of a breach of contract, except an implied contract to use another's advertising idea in your "advertisement".

g. Quality Or Performance Of Goods – Failure To Conform To Statements

"Personal and advertising injury" arising out of the failure of goods, products or services to conform with any statement of quality or performance made in your "advertisement".

h. Wrong Description Of Prices

"Personal and advertising injury" arising out of the wrong description of the price of goods, products or services stated in your "advertisement".

Specimen

i. Infringement Of Copyright, Patent, Trademark Or Trade Secret

"Personal and advertising injury" arising out of the infringement of copyright, patent, trademark, trade secret or other intellectual property rights. Under this exclusion, such other intellectual property rights do not include the use of another's advertising idea in your "advertisement".

However, this exclusion does not apply to infringement, in your "advertisement", of copyright, trade dress or slogan.

j. Insureds In Media And Internet Type Businesses

"Personal and advertising injury" committed by an insured whose business is:

(1) Advertising, broadcasting, publishing or telecasting;

(2) Designing or determining content of web sites for others; or

(3) An Internet search, access, content or service provider.

However, this exclusion does not apply to Paragraphs **14.a., b.** and **c.** of "personal and advertising injury" under the Definitions section.

For the purposes of this exclusion, the placing of frames, borders or links, or advertising, for you or others anywhere on the Internet, is not by itself, considered the business of advertising, broadcasting, publishing or telecasting.

k. Electronic Chatrooms Or Bulletin Boards

"Personal and advertising injury" arising out of an electronic chatroom or bulletin board the insured hosts, owns, or over which the insured exercises control.

l. Unauthorized Use Of Another's Name Or Product

"Personal and advertising injury" arising out of the unauthorized use of another's name or product in your e-mail address, domain name or metatag, or any other similar tactics to mislead another's potential customers.

m. Pollution

"Personal and advertising injury" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants" at any time.

n. Pollution-related

Any loss, cost or expense arising out of any:

(1) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(2) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

o. War

"Personal and advertising injury", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

p. Recording And Distribution Of Material Or Information In Violation Of Law

"Personal and advertising injury" arising directly or indirectly out of any action or omission that violates or is alleged to violate:

(1) The Telephone Consumer Protection Act (TCPA), including any amendment of or addition to such law;

(2) The CAN-SPAM Act of 2003, including any amendment of or addition to such law;

(3) The Fair Credit Reporting Act (FCRA), and any amendment of or addition to such law, including the Fair and Accurate Credit Transactions Act (FACTA); or

(4) Any federal, state or local statute, ordinance or regulation, other than the TCPA, CAN-SPAM Act of 2003 or FCRA and their amendments and additions, that addresses, prohibits, or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating or distribution of material or information.

Specimen

COVERAGE C – MEDICAL PAYMENTS

1. Insuring Agreement

a. We will pay medical expenses as described below for "bodily injury" caused by an accident:

(1) On premises you own or rent;

(2) On ways next to premises you own or rent; or

(3) Because of your operations;

provided that:

(a) The accident takes place in the "coverage territory" and during the policy period;

(b) The expenses are incurred and reported to us within one year of the date of the accident; and

(c) The injured person submits to examination, at our expense, by physicians of our choice as often as we reasonably require.

b. We will make these payments regardless of fault. These payments will not exceed the applicable limit of insurance. We will pay reasonable expenses for:

(1) First aid administered at the time of an accident;

(2) Necessary medical, surgical, X-ray and dental services, including prosthetic devices; and

(3) Necessary ambulance, hospital, professional nursing and funeral services.

2. Exclusions

We will not pay expenses for "bodily injury":

a. Any Insured

To any insured, except "volunteer workers".

b. Hired Person

To a person hired to do work for or on behalf of any insured or a tenant of any insured.

c. Injury On Normally Occupied Premises

To a person injured on that part of premises you own or rent that the person normally occupies.

d. Workers' Compensation And Similar Laws

To a person, whether or not an "employee" of any insured, if benefits for the "bodily injury" are payable or must be provided under a workers' compensation or disability benefits law or a similar law.

e. Athletics Activities

To a person injured while practicing, instructing or participating in any physical exercises or games, sports, or athletic contests.

f. Products-Completed Operations Hazard

Included within the "products-completed operations hazard".

g. Coverage A Exclusions

Excluded under Coverage **A.**

SUPPLEMENTARY PAYMENTS – COVERAGES A AND B

1. We will pay, with respect to any claim we investigate or settle, or any "suit" against an insured we defend:

a. All expenses we incur.

b. Up to $250 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

c. The cost of bonds to release attachments, but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $250 a day because of time off from work.

e. All court costs taxed against the insured in the "suit". However, these payments do not include attorneys' fees or attorneys' expenses taxed against the insured.

f. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.

Specimen

© Insurance Services Office, Inc., 2012

g. All interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

These payments will not reduce the limits of insurance.

2. If we defend an insured against a "suit" and an indemnitee of the insured is also named as a party to the "suit", we will defend that indemnitee if all of the following conditions are met:

a. The "suit" against the indemnitee seeks damages for which the insured has assumed the liability of the indemnitee in a contract or agreement that is an "insured contract";

b. This insurance applies to such liability assumed by the insured;

c. The obligation to defend, or the cost of the defense of, that indemnitee, has also been assumed by the insured in the same "insured contract";

d. The allegations in the "suit" and the information we know about the "occurrence" are such that no conflict appears to exist between the interests of the insured and the interests of the indemnitee;

e. The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such "suit" and agree that we can assign the same counsel to defend the insured and the indemnitee; and

f. The indemnitee:

(1) Agrees in writing to:

(a) Cooperate with us in the investigation, settlement or defense of the "suit";

(b) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the "suit";

(c) Notify any other insurer whose coverage is available to the indemnitee; and

(d) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and

(2) Provides us with written authorization to:

(a) Obtain records and other information related to the "suit"; and

(b) Conduct and control the defense of the indemnitee in such "suit".

So long as the above conditions are met, attorneys' fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us and necessary litigation expenses incurred by the indemnitee at our request will be paid as Supplementary Payments. Notwithstanding the provisions of Paragraph **2.b.(2)** of Section **I** – Coverage **A** – Bodily Injury And Property Damage Liability, such payments will not be deemed to be damages for "bodily injury" and "property damage" and will not reduce the limits of insurance.

Our obligation to defend an insured's indemnitee and to pay for attorneys' fees and necessary litigation expenses as Supplementary Payments ends when we have used up the applicable limit of insurance in the payment of judgments or settlements or the conditions set forth above, or the terms of the agreement described in Paragraph **f.** above, are no longer met.

SECTION II – WHO IS AN INSURED

1. If you are designated in the Declarations as:

a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.

b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.

c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

Specimen

2. Each of the following is also an insured:

a. Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" or "volunteer workers" are insureds for:

(1) "Bodily injury" or "personal and advertising injury":

(a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;

(b) To the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of Paragraph **(1)(a)** above;

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph **(1)(a)** or **(b)** above; or

(d) Arising out of his or her providing or failing to provide professional health care services.

(2) "Property damage" to property:

(a) Owned, occupied or used by;

(b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

b. Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager.

c. Any person or organization having proper temporary custody of your property if you die, but only:

(1) With respect to liability arising out of the maintenance or use of that property; and

(2) Until your legal representative has been appointed.

d. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.

3. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only until the 90th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

SECTION III – LIMITS OF INSURANCE

1. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

a. Insureds;

b. Claims made or "suits" brought; or

c. Persons or organizations making claims or bringing "suits".

2. The General Aggregate Limit is the most we will pay for the sum of:

a. Medical expenses under Coverage **C;**

b. Damages under Coverage **A,** except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard"; and

c. Damages under Coverage **B.**

Specimen

 © Insurance Services Office, Inc., 2012

3. The Products-Completed Operations Aggregate Limit is the most we will pay under Coverage **A** for damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard".

4. Subject to Paragraph **2.** above, the Personal And Advertising Injury Limit is the most we will pay under Coverage **B** for the sum of all damages because of all "personal and advertising injury" sustained by any one person or organization.

5. Subject to Paragraph **2.** or **3.** above, whichever applies, the Each Occurrence Limit is the most we will pay for the sum of:

   a. Damages under Coverage **A;** and

   b. Medical expenses under Coverage **C**

   because of all "bodily injury" and "property damage" arising out of any one "occurrence".

6. Subject to Paragraph **5.** above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage **A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, while rented to you or temporarily occupied by you with permission of the owner.

7. Subject to Paragraph **5.** above, the Medical Expense Limit is the most we will pay under Coverage **C** for all medical expenses because of "bodily injury" sustained by any one person.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS

1. **Bankruptcy**

   Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

2. **Duties In The Event Of Occurrence, Offense, Claim Or Suit**

   a. You must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

   (1) How, when and where the "occurrence" or offense took place;

   (2) The names and addresses of any injured persons and witnesses; and

   (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

   b. If a claim is made or "suit" is brought against any insured, you must:

   (1) Immediately record the specifics of the claim or "suit" and the date received; and

   (2) Notify us as soon as practicable.

   You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

   c. You and any other involved insured must:

   (1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";

   (2) Authorize us to obtain records and other information;

   (3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and

   (4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

   d. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

3. **Legal Action Against Us**

   No person or organization has a right under this Coverage Part:

   a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or

   b. To sue us on this Coverage Part unless all of its terms have been fully complied with.

   A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this Coverage Part or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

Specimen

4. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below.

b. Excess Insurance

(1) This insurance is excess over:

(a) Any of the other insurance, whether primary, excess, contingent or on any other basis:

(i) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(ii) That is Fire insurance for premises rented to you or temporarily occupied by you with permission of the owner;

(iii) That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner; or

(iv) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of Section **I** – Coverage **A** – Bodily Injury And Property Damage Liability.

(b) Any other primary insurance available to you covering liability for damages arising out of the premises or operations, or the products and completed operations, for which you have been added as an additional insured.

(2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self-insured amounts under all that other insurance.

(4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

5. Premium Audit

a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.

b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.

c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

6. Representations

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

Specimen

 © Insurance Services Office, Inc., 2012

b. Those statements are based upon representations you made to us; and

c. We have issued this policy in reliance upon your representations.

7. Separation Of Insureds

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

a. As if each Named Insured were the only Named Insured; and

b. Separately to each insured against whom claim is made or "suit" is brought.

8. Transfer Of Rights Of Recovery Against Others To Us

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

9. When We Do Not Renew

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date.

If notice is mailed, proof of mailing will be sufficient proof of notice.

SECTION V – DEFINITIONS

1. "Advertisement" means a notice that is broadcast or published to the general public or specific market segments about your goods, products or services for the purpose of attracting customers or supporters. For the purposes of this definition:

a. Notices that are published include material placed on the Internet or on similar electronic means of communication; and

b. Regarding web sites, only that part of a web site that is about your goods, products or services for the purposes of attracting customers or supporters is considered an advertisement.

2. "Auto" means:

a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or

b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged.

However, "auto" does not include "mobile equipment".

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person, including death resulting from any of these at any time.

4. "Coverage territory" means:

a. The United States of America (including its territories and possessions), Puerto Rico and Canada;

b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in Paragraph **a.** above; or

c. All other parts of the world if the injury or damage arises out of:

(1) Goods or products made or sold by you in the territory described in Paragraph **a.** above;

(2) The activities of a person whose home is in the territory described in Paragraph **a.** above, but is away for a short time on your business; or

(3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication;

provided the insured's responsibility to pay damages is determined in a "suit" on the merits, in the territory described in Paragraph **a.** above or in a settlement we agree to.

5. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".

6. "Executive officer" means a person holding any of the officer positions created by your charter, constitution, bylaws or any other similar governing document.

7. "Hostile fire" means one which becomes uncontrollable or breaks out from where it was intended to be.

8. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:

a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or

b. You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work" or your fulfilling the terms of the contract or agreement.

Specimen

9. "Insured contract" means:

a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner is not an "insured contract";

b. A sidetrack agreement;

c. Any easement or license agreement, except in connection with construction or demolition operations on or within 50 feet of a railroad;

d. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;

e. An elevator maintenance agreement;

f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph **f.** does not include that part of any contract or agreement:

(1) That indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing;

(2) That indemnifies an architect, engineer or surveyor for injury or damage arising out of:

(a) Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

(b) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or

(3) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in **(2)** above and supervisory, inspection, architectural or engineering activities.

10. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

11. "Loading or unloading" means the handling of property:

a. After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";

b. While it is in or on an aircraft, watercraft or "auto"; or

c. While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;

but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".

12. "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:

a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;

b. Vehicles maintained for use solely on or next to premises you own or rent;

c. Vehicles that travel on crawler treads;

d. Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:

(1) Power cranes, shovels, loaders, diggers or drills; or

(2) Road construction or resurfacing equipment such as graders, scrapers or rollers;

e. Vehicles not described in Paragraph **a., b., c.** or **d.** above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:

(1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or

(2) Cherry pickers and similar devices used to raise or lower workers;

f. Vehicles not described in Paragraph **a., b., c.** or **d.** above maintained primarily for purposes other than the transportation of persons or cargo.

Specimen

However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

(1) Equipment designed primarily for:

(a) Snow removal;

(b) Road maintenance, but not construction or resurfacing; or

(c) Street cleaning;

(2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and

(3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, "mobile equipment" does not include any land vehicles that are subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law are considered "autos".

13. "Occurrence" means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.

14. "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:

a. False arrest, detention or imprisonment;

b. Malicious prosecution;

c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor;

d. Oral or written publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;

e. Oral or written publication, in any manner, of material that violates a person's right of privacy;

f. The use of another's advertising idea in your "advertisement"; or

g. Infringing upon another's copyright, trade dress or slogan in your "advertisement".

15. "Pollutants" mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

16. "Products-completed operations hazard":

a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:

(1) Products that are still in your physical possession; or

(2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:

(a) When all of the work called for in your contract has been completed.

(b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.

(c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

b. Does not include "bodily injury" or "property damage" arising out of:

(1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured;

(2) The existence of tools, uninstalled equipment or abandoned or unused materials; or

(3) Products or operations for which the classification, listed in the Declarations or in a policy Schedule, states that products-completed operations are subject to the General Aggregate Limit.

17. "Property damage" means:

a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or

b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it.

For the purposes of this insurance, electronic data is not tangible property.

Specimen

As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

18. "Suit" means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:

a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or

b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.

19. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.

20. "Volunteer worker" means a person who is not your "employee", and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

21. "Your product":

a. Means:

(1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:

(a) You;

(b) Others trading under your name; or

(c) A person or organization whose business or assets you have acquired; and

(2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and

(2) The providing of or failure to provide warnings or instructions.

c. Does not include vending machines or other property rented to or located for the use of others but not sold.

22. "Your work":

a. Means:

(1) Work or operations performed by you or on your behalf; and

(2) Materials, parts or equipment furnished in connection with such work or operations.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work"; and

(2) The providing of or failure to provide warnings or instructions.

Specimen

 © Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – WAR

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Exclusion **i. War** under **Section I – Coverage A – Bodily Injury And Property Damage Liability** is replaced by the following:

i. War

"Bodily injury" or "property damage", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

This exclusion applies regardless of the means used in any of the above, in Paragraphs **(1)** through **(3),** including, but not limited to, cyber means.

B. Exclusion **o. War** under **Section I – Coverage B – Personal And Advertising Injury Liability** is replaced by the following:

o. War

"Personal and advertising injury", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

This exclusion applies regardless of the means used in any of the above, in Paragraphs **(1)** through **(3),** including, but not limited to, cyber means.

Specimen

 © Insurance Services Office, Inc., 2025

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MORTGAGEE, ASSIGNEE OR RECEIVER

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name(s) Of Person(s) Or Organization(s)	Designation Of Premises
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to their liability as mortgagee, assignee or receiver and arising out of the ownership, maintenance or use of the premises by you and shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

Specimen

 © Insurance Services Office, Inc., 2018

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – UNMANNED AIRCRAFT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Exclusion **2.g. Aircraft, Auto Or Watercraft** under **Section I – Coverage A – Bodily Injury And Property Damage Liability** is replaced by the following:

2. Exclusions

This insurance does not apply to:

g. Aircraft, Auto Or Watercraft

(1) Unmanned Aircraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft". Use includes operation and "loading or unloading".

This Paragraph **g.(1)** applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft".

(2) Aircraft (Other Than Unmanned Aircraft), Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft (other than "unmanned aircraft"), "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This Paragraph **g.(2)** applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft (other than "unmanned aircraft"), "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This Paragraph **g.(2)** does not apply to:

(a) A watercraft while ashore on premises you own or rent;

(b) A watercraft you do not own that is:

(i) Less than 26 feet long; and

(ii) Not being used to carry persons or property for a charge;

(c) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;

(d) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft; or

Specimen

 © Insurance Services Office, Inc., 2014

(e) "Bodily injury" or "property damage" arising out of:

(i) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged; or

(ii) The operation of any of the machinery or equipment listed in Paragraph **f.(2)** or **f.(3)** of the definition of "mobile equipment".

B. The following exclusion is added to Paragraph **2. Exclusions** of **Coverage B – Personal And Advertising Injury Liability:**

2. Exclusions

This insurance does not apply to:

Unmanned Aircraft

"Personal and advertising injury" arising out of the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft". Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the offense which caused the "personal and advertising injury" involved the ownership, maintenance, use or entrustment to others of any aircraft that is an "unmanned aircraft".

This exclusion does not apply to:

a. The use of another's advertising idea in your "advertisement"; or

b. Infringing upon another's copyright, trade dress or slogan in your "advertisement".

C. The following definition is added to the **Definitions** section:

"Unmanned aircraft" means an aircraft that is not:

1. Designed;

2. Manufactured; or

3. Modified after manufacture;

to be controlled directly by a person from within or on the aircraft.

Specimen

 © Insurance Services Office, Inc., 2014

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

TOTAL POLLUTION EXCLUSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Exclusion **f.** under Paragraph **2., Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability** is replaced by the following:

This insurance does not apply to:

f. Pollution

(1) "Bodily injury" or "property damage" which would not have occurred in whole or part but for the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants" at any time.

(2) Any loss, cost or expense arising out of any:

(a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of "pollutants"; or

(b) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

Specimen

 Copyright, Insurance Services Office, Inc., 1998

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

FUNGI OR BACTERIA EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following exclusion is added to Paragraph **2. Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability:**

2. Exclusions

This insurance does not apply to:

Fungi Or Bacteria

a. "Bodily injury" or "property damage" which would not have occurred, in whole or in part, but for the actual, alleged or threatened inhalation of, ingestion of, contact with, exposure to, existence of, or presence of, any "fungi" or bacteria on or within a building or structure, including its contents, regardless of whether any other cause, event, material or product contributed concurrently or in any sequence to such injury or damage.

b. Any loss, cost or expenses arising out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to, or assessing the effects of, "fungi" or bacteria, by any insured or by any other person or entity.

This exclusion does not apply to any "fungi" or bacteria that are, are on, or are contained in, a good or product intended for bodily consumption.

B. The following exclusion is added to Paragraph **2. Exclusions** of **Section I – Coverage B – Personal And Advertising Injury Liability:**

2. Exclusions

This insurance does not apply to:

Fungi Or Bacteria

a. "Personal and advertising injury" which would not have taken place, in whole or in part, but for the actual, alleged or threatened inhalation of, ingestion of, contact with, exposure to, existence of, or presence of any "fungi" or bacteria on or within a building or structure, including its contents, regardless of whether any other cause, event, material or product contributed concurrently or in any sequence to such injury.

b. Any loss, cost or expense arising out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to, or assessing the effects of, "fungi" or bacteria, by any insured or by any other person or entity.

C. The following definition is added to the **Definitions** Section:

"Fungi" means any type or form of fungus, including mold or mildew and any mycotoxins, spores, scents or byproducts produced or released by fungi.

Specimen

 © ISO Properties, Inc., 2003

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – EXTERIOR INSULATION AND FINISH SYSTEMS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of, caused by, or attributable to, whether in whole or in part, the following:

1. The design, manufacture, construction, fabrication, preparation, distribution and sale, installation, application, maintenance or repair, including remodeling, service, correction or replacement, of any "exterior insulation and finish system" or any part thereof, or any substantially similar system or any part thereof, including the application or use of conditioners, primers, accessories, flashings, coatings, caulking or sealants in connection with such a system; or

2. "Your product" or "your work" with respect to any exterior component, fixture or feature of any structure if an "exterior insulation and finish system", or any substantially similar system, is used on the part of that structure containing that component, fixture or feature.

B. The following definition is added to the **Definitions** Section:

"Exterior insulation and finish system" means a non-load bearing exterior cladding or finish system, and all component parts therein, used on any part of any structure, and consisting of:

1. A rigid or semi-rigid insulation board made of expanded polystyrene and other materials;

2. The adhesive and/or mechanical fasteners used to attach the insulation board to the substrate;

3. A reinforced or unreinforced base coat;

4. A finish coat providing surface texture to which color may be added; and

5. Any flashing, caulking or sealant used with the system for any purpose.

Specimen

 © ISO Properties, Inc., 2003

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SILICA OR SILICA-RELATED DUST EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following exclusion is added to Paragraph **2., Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability:**

2. Exclusions

This insurance does not apply to:

Silica Or Silica-Related Dust

a. "Bodily injury" arising, in whole or in part, out of the actual, alleged, threatened or suspected inhalation of, or ingestion of, "silica" or "silica-related dust".

b. "Property damage" arising, in whole or in part, out of the actual, alleged, threatened or suspected contact with, exposure to, existence of, or presence of, "silica" or "silica-related dust".

c. Any loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, "silica" or "silica-related dust", by any insured or by any other person or entity.

B. The following exclusion is added to Paragraph **2., Exclusions** of **Section I – Coverage B – Personal And Advertising Injury Liability:**

2. Exclusions

This insurance does not apply to:

Silica Or Silica-Related Dust

a. "Personal and advertising injury" arising, in whole or in part, out of the actual, alleged, threatened or suspected inhalation of, ingestion of, contact with, exposure to, existence of, or presence of, "silica" or "silica-related dust".

b. Any loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, "silica" or "silica-related dust", by any insured or by any other person or entity.

C. The following definitions are added to the **Definitions** Section:

1. "Silica" means silicon dioxide (occurring in crystalline, amorphous and impure forms), silica particles, silica dust or silica compounds.

2. "Silica-related dust" means a mixture or combination of silica and other dust or particles.

Specimen

© ISO Properties, Inc., 2004

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – ENGINEERS, ARCHITECTS OR SURVEYORS PROFESSIONAL LIABILITY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following exclusion is added to Paragraph **2. Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability** and Paragraph **2. Exclusions** of **Section I – Coverage B – Personal And Advertising Injury Liability:**

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or failure to render any professional services by you or any engineer, architect or surveyor who is either employed by you or performing work on your behalf in such capacity.

Professional services include:

1. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
2. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or failure to render any professional services by you or any engineer, architect or surveyor who is either employed by you or performing work on your behalf in such capacity.

Specimen

 © Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – CROSS SUITS LIABILITY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following exclusion is added to Paragraph **2. Exclusions** of **Section I – Coverages – Coverage A – Bodily Injury And Property Damage Liability:**

This insurance does not apply to:

Cross Suits

Any claim made or "suit" brought by any Named Insured under this Policy against another Named Insured under this Policy for damages because of "bodily injury" or "property damage".

B. The following is added to Paragraph **2. Exclusions** of **Section I – Coverages – Coverage B – Personal And Advertising Injury Liability:**

This insurance does not apply to:

Cross Suits

Any claim made or "suit" brought by any Named Insured under this Policy against another Named Insured under this Policy for damages because of "personal and advertising injury".

Specimen

 © Insurance Services Office, Inc., 2018

IMPORTANT NOTICE:

1. The insurance policy that you have purchased is being issued by an insurer that is not licensed by the State of California. These companies are called "nonadmitted" or "surplus line" insurers.

2. The insurer is not subject to the financial solvency regulation and enforcement that apply to California licensed insurers.

3. The insurer does not participate in any of the insurance guarantee funds created by California law. Therefore, these funds will not pay your claims or protect your assets if the insurer becomes insolvent and is unable to make payments as promised.

4. The insurer should be licensed either as a foreign insurer in another state in the United States or as a non-United States (alien) insurer. You should ask questions of your insurance agent, broker, or "surplus line" broker or contact the California Department of Insurance at the toll-free number 1-800-927-4357 or internet website www.insurance.ca.gov. Ask whether or not the insurer is licensed as a foreign or non-United States (alien) insurer and for additional information about the insurer. You may also visit the NAIC's internet website at www.naic.org. The NAIC—the National Association of Insurance Commissioners—is the regulatory support organization created and governed by the chief insurance regulators in the United States.

5. Foreign insurers should be licensed by a state in the United States and you may contact that state's department of insurance to obtain more information about that insurer. You can find a link to each state from this NAIC internet website: https://naic.org/state_web_map.htm.

6. For non-United States (alien) insurers, the insurer should be licensed by a country outside of the United States and should be on

Specimen

the NAIC's International Insurers Department (IID) listing of approved nonadmitted non-United States insurers. Ask your agent, broker, or "surplus line" broker to obtain more information about that insurer.

7. California maintains a "List of Approved Surplus Line Insurers (LASLI)." Ask your agent or broker if the insurer is on that list, or view that list at the internet website of the California Department of Insurance: www.insurance.ca.gov/01-consumers/120-company/07-lasli/lasli.cfm.

8. If you, as the applicant, required that the insurance policy you have purchased be effective immediately, either because existing coverage was going to lapse within two business days or because you were required to have coverage within two business days, and you did not receive this disclosure form and a request for your signature until after coverage became effective, you have the right to cancel this policy within five days of receiving this disclosure. If you cancel coverage, the premium will be prorated and any broker's fee charged for this insurance will be returned to you.

Specimen

COMMON POLICY DECLARATIONS

<Cmp Addr Line 1>
<Cmp Addr Line 2>
<Cmp Addr Line 3>
<Cmp Addr Line 4>

POLICY NUMBER
<Pol Num>

RENEWAL OF
<Trans>

Operating Unit:

1. NAMED INSURED AND MAILING ADDRESS:

<Ins Addr Line 1>
<Ins Addr Line 2>
<Ins Addr Line 3>
<Ins Addr Line 4>
<Ins Addr Line 5>

PRODUCER: <Agt Num>

<Agt Addr Line 1>
<Agt Addr Line 2>
<Agt Addr Line 3>
<Agt Addr Line 4>
<Agt Addr Line 5>

2. POLICY PERIOD: From <Eff Date> to <Exp Date> 12:01 A.M. Standard Time at your Mailing Address above.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL OF THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

3. THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

COVERAGE PARTS	PREMIUM
<Coverage Part 1>	<Cov Prem 1>
<Coverage Part 2>	<Cov Prem 2>
<Coverage Part 3>	<Cov Prem 3>
<Coverage Part 4>	<Cov Prem 4>
<Coverage Part 5>	<Cov Prem 5>
<Coverage Part 6>	<Cov Prem 6>
Premium Charge for Certified Acts of Terrorism Coverage	$
or	
Coverage for Certified Acts of Terrorism Rejected; Exclusion attached	☐
ISSUED <Date> <UI>	

Premium and fees shown are payable at inception. Total: **<Premium>**

Inspection Fee:
Policy Fee:

4. FORMS APPLICABLE TO ALL COVERAGES:

See Form U001 – Schedule of Forms and Endorsements

5. BUSINESS DESCRIPTION: <Bus Desc>

Countersigned: _____ Date

By: _____ Authorized Representative

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS

This coverage part consists of this Declarations form, the Common Policy Conditions, the Commercial General Liability Coverage Form and the endorsements indicated as applicable.

POLICY NO. <Pol Num>
NAMED INSURED: <Ins Name> <Ins Name 2>

LIMITS OF INSURANCE

General Aggregate Limit (Other Than Products – Completed Operations)	<Unit Gen Agg>	
Products Completed Operations Aggregate Limit	<Unit Prod Agg>	
Personal & Advertising Injury Limit	<Pers Injury>	
Each Occurrence Limit	<Each Occur>	
Damage To Premises Rented To You Limit	<Fire Damage>	Any One Premises
Medical Expense Limit	<Med Payments>	Any One Person

RETROACTIVE DATE (CG 00 02 only) – Coverage A of this insurance does not apply to "bodily injury" or "property damage" which occurs before Retroactive Date, if any, shown below.

Retroactive Date: <Ret Date> (Enter Date or "None" if no Retroactive Date Applies)

Location of All Premises You Own, Rent or Occupy (Same as Item 1 unless shown below):

<Loc 1> <Loc City 1> <Loc State 1> <Loc Zip 1>
<Loc 2> <Loc City 2> <Loc State 2> <Loc Zip 2>
<Loc 3> <Loc City 3> <Loc State 3> <Loc Zip 3>

CLASSIFICATION	CODE NO.	PREMIUM BASIS	RATE	ADVANCE PREMIUM PR / CO	ADVANCE PREMIUM ALL OTHER
<Class Desc 10>	<Code 10>	<Rate Desc 10>	<Rate 10>		<Cov Prm 10>
<Class Desc 1P>	<Code 1P>	<Exp 10>		<Cov Prm 1P>	
		<Rate Desc 1P>	<Rate 1P>		
		<Exp 1P>			
<Class Desc 20>	<Code 20>	<Rate Desc 20>	<Rate 20>		<Cov Prm 20>
<Class Desc 2P>	<Code 2P>	<Exp 20>		<Cov Prm 2P>	
		<Rate Desc 2P>	<Rate 2P>		
		<Exp 2P>			
<Class Desc 30>	<Code 30>	<Rate Desc 30>	<Rate 30>		<Cov Prm 30>
<Class Desc 3P>	<Code 3P>	<Exp 30>		<Cov Prm 3P>	
		<Rate Desc 3P>	<Rate 3P>		
		<Exp 3P>			
<Class Desc 40>	<Code 40>	<Rate Desc 40>	<Rate 40>		<Cov Prm 40>
<Class Desc 4P>	<Code 4P>	<Exp 40>		<Cov Prm 4P>	
		<Rate Desc 4P>	<Rate 4P>		
		<Exp 4P>			
<Class Desc 50>	<Code 50>	<Rate Desc 50>	<Rate 50>		<Cov Prm 50>
<Class Desc 5P>	<Code 5P>	<Exp 50>		<Cov Prm 5P>	
		<Rate Desc 5P>	<Rate 5P>		
		<Exp 5P>			
<Class Desc 60>	<Code 60>	<Rate Desc 60>	<Rate 60>		<Cov Prm 60>
<Class Desc 6P>	<Code 6P>	<Exp 60>		<Cov Prm 6P>	
		<Rate Desc 6P>	<Rate 6P>		
		<Exp 6P>			

FORMS / ENDORSEMENTS APPLICABLE:
SEE FORM U001 - SCHEDULE OF FORMS AND ENDORSEMENTS

PREMIUM FOR THIS COVERAGE PART AT INCEPTION <Premium>

FORM OF BUSINESS: <Form of Bus>

Audit Period: Annual unless otherwise stated:

Specimen

Includes copyrighted material of Insurance Services Office, Inc. with its permission.

COMMON POLICY CONDITIONS

All Coverage Parts included in this policy are subject to the following conditions.

A. Cancellation

1. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us advance written notice of cancellation.
2. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:
   a. 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
   b. 30 days before the effective date of cancellation if we cancel for any other reason.
3. We will mail or deliver our notice to the first Named Insured's last mailing address known to us.
4. Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
5. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.
6. If notice is mailed, proof of mailing will be sufficient proof of notice.

B. Changes

This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.

C. Examination Of Your Books And Records

We may examine and audit your books and records as they relate to this policy at any time during the policy period and up to three years afterward.

D. Inspections And Surveys

1. We have the right to:
   a. Make inspections and surveys at any time;
   b. Give you reports on the conditions we find; and
   c. Recommend changes.
2. We are not obligated to make any inspections, surveys, reports or recommendations and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. And we do not warrant that conditions:
   a. Are safe or healthful; or
   b. Comply with laws, regulations, codes or standards.
3. Paragraphs **1.** and **2.** of this condition apply not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations.
4. Paragraph **2.** of this condition does not apply to any inspections, surveys, reports or recommendations we may make relative to certification, under state or municipal statutes, ordinances or regulations, of boilers, pressure vessels or elevators.

E. Premiums

The first Named Insured shown in the Declarations:

1. Is responsible for the payment of all premiums; and
2. Will be the payee for any return premiums we pay.

F. Transfer Of Your Rights And Duties Under This Policy

Your rights and duties under this policy may not be transferred without our written consent except in the case of death of an individual named insured.

If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

Specimen

 Copyright, Insurance Services Office, Inc., 1998

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT

(Broad Form)

This endorsement modifies insurance provided under the following:

COMMERCIAL AUTOMOBILE COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
FARM COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
MEDICAL PROFESSIONAL LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY

1. The insurance does not apply:

A. Under any Liability Coverage, to "bodily injury" or "property damage":

(1) With respect to which an "insured" under the policy is also an insured under a nuclear energy liability policy issued by Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada or any of their successors, or would be an insured under any such policy but for its termination upon exhaustion of its limit of liability; or

(2) Resulting from the "hazardous properties" of "nuclear material" and with respect to which **(a)** any person or organization is required to maintain financial protection pursuant to the Atomic Energy Act of 1954, or any law amendatory thereof, or **(b)** the "insured" is, or had this policy not been issued would be, entitled to indemnity from the United States of America, or any agency thereof, under any agreement entered into by the United States of America, or any agency thereof, with any person or organization.

B. Under any Medical Payments coverage, to expenses incurred with respect to "bodily injury" resulting from the "hazardous properties" of "nuclear material" and arising out of the operation of a "nuclear facility" by any person or organization.

C. Under any Liability Coverage, to "bodily injury" or "property damage" resulting from "hazardous properties" of "nuclear material", if:

(1) The "nuclear material" **(a)** is at any "nuclear facility" owned by, or operated by or on behalf of, an "insured" or **(b)** has been discharged or dispersed therefrom;

(2) The "nuclear material" is contained in "spent fuel" or "waste" at any time possessed, handled, used, processed, stored, transported or disposed of, by or on behalf of an "insured"; or

(3) The "bodily injury" or "property damage" arises out of the furnishing by an "insured" of services, materials, parts or equipment in connection with the planning, construction, maintenance, operation or use of any "nuclear facility", but if such facility is located within the United States of America, its territories or possessions or Canada, this exclusion **(3)** applies only to "property damage" to such "nuclear facility" and any property thereat.

2. As used in this endorsement:

"Hazardous properties" includes radioactive, toxic or explosive properties.

"Nuclear material" means "source material", "special nuclear material" or "by-product material".

Specimen

 © ISO Properties, Inc., 2007

"Source material", "special nuclear material", and "by-product material" have the meanings given them in the Atomic Energy Act of 1954 or in any law amendatory thereof.

"Spent fuel" means any fuel element or fuel component, solid or liquid, which has been used or exposed to radiation in a "nuclear reactor".

"Waste" means any waste material **(a)** containing "by-product material" other than the tailings or wastes produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its "source material" content, and **(b)** resulting from the operation by any person or organization of any "nuclear facility" included under the first two paragraphs of the definition of "nuclear facility".

"Nuclear facility" means:

(a) Any "nuclear reactor";

(b) Any equipment or device designed or used for **(1)** separating the isotopes of uranium or plutonium, **(2)** processing or utilizing "spent fuel", or **(3)** handling, processing or packaging "waste";

(c) Any equipment or device used for the processing, fabricating or alloying of "special nuclear material" if at any time the total amount of such material in the custody of the "insured" at the premises where such equipment or device is located consists of or contains more than 25 grams of plutonium or uranium 233 or any combination thereof, or more than 250 grams of uranium 235;

(d) Any structure, basin, excavation, premises or place prepared or used for the storage or disposal of "waste";

and includes the site on which any of the foregoing is located, all operations conducted on such site and all premises used for such operations.

"Nuclear reactor" means any apparatus designed or used to sustain nuclear fission in a self-supporting chain reaction or to contain a critical mass of fissionable material.

"Property damage" includes all forms of radioactive contamination of property.

Specimen

© ISO Properties, Inc., 2007

U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL ("OFAC") ADVISORY NOTICE TO POLICYHOLDERS

No coverage is provided by this Policyholder Notice nor can it be construed to replace any provisions of your policy. You should read your policy and review your Declarations page for complete information on the coverages you are provided.

This Notice provides information concerning possible impact on your insurance coverage due to directives issued by OFAC. **Please read this Notice carefully.**

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous:

- Foreign agents;
- Front organizations;
- Terrorists;
- Terrorist organizations; and
- Narcotics traffickers;

as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's web site – http//www.treas.gov/ofac.

In accordance with OFAC regulations, if it is determined that you or any other insured, or any person or entity claiming the benefits of this insurance has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, this insurance will be considered a blocked or frozen contract and all provisions of this insurance are immediately subject to OFAC. When an insurance policy is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments also apply.

Specimen

© ISO Properties, Inc., 2004

Notice of Insurance Information Practices

Argo Group US, Inc., and each of its subsidiaries ("Argo Group") recognizes the importance of maintaining the privacy of our customers and their personal information. We take seriously the responsibility that accompanies our collection and use of your personal information. Argo Group protects the privacy and security of our customers and their personal information as required by applicable privacy and security laws.

This Notice of Insurance Information Practices ("Insurance Privacy Notice") provides notice of our information practices to all applicants, policyholders, and where applicable claimants, in connection with our insurance transactions. It supplements the privacy and security provisions contained in Argo Group's Global Privacy Notice (which is located at *www.argolimited.com/privacy-policy*).

This Insurance Privacy Notice applies to all companies and business produced or underwritten within Argo Group, and complies with the requirements of the Gramm-Leach-Bliley Act (GLBA), and any federal and state privacy and security laws and regulations applicable to insurance transactions. You are receiving this Insurance Privacy Notice with respect to your relationship with Argo Group* and one or more of the subsidiaries listed below.

Information Collection and Use

To conveniently and effectively provide and service the insurance products we sell, we may collect and use your personal information, including information that may be considered nonpublic personal information, under applicable privacy and security laws. This personal information may include identifiers, financial and insurance underwriting information, financial and account information, and information considered protected classifications under applicable privacy and security laws. More information on the specific personal information we may collect and how we might use it is available in our Global Privacy Notice referenced above.

Information Sharing and Disclosure

Applicable laws impose certain obligations upon third parties and organizations with which we share personal information. Accordingly, we prohibit the unauthorized disclosure of personal information, except as legally required or permitted.

Argo Group does not rent, sell or share your personal information with nonaffiliated third parties except that Argo Group may share personal information with nonaffiliated third parties to the extent necessary in furtherance of the applicable insurance transaction, including third party contractors. These third parties are prohibited from using the information for purposes other than performing services for Argo Group. Argo Group may disclose your information to third parties when obligated to do so by law and to investigate, prevent, or act regarding suspected or actual prohibited activities, including but not limited to fraud and situations involving the security of our operations and employees. In certain instances, you may share your information with a third party directly and that information may be subject to that party's applicable security and privacy policies.

Finally, Argo Group may transfer your personal information to a successor entity in connection with a corporate merger, consolidation, sale of all or a portion of its assets, bankruptcy, or other corporate change.

Security

We implement technical and organizational security measures designed to secure and protect personal information. Please note, however, we cannot fully eliminate security risks associated with the storage and transmission of personal information.

To protect the confidentiality and integrity of your personal information, we limit access to personal information by only allowing authorized personnel to have access to such information. We maintain physical, electronic and procedural security protections to safeguard the nonpublic personal information in our records. Documents that contain an individual's personal information are appropriately destroyed or deleted before disposal; Argo Group maintains security measures to protect the loss, misuse and alteration of the information under our control. Our hardware infrastructure is housed in a controlled access facility that restricts access to authorized individuals. The network infrastructure is protected by a firewall and traffic is monitored and logged on the firewall and servers. Sensitive administrative activities are carried out over secure, encrypted links between our offices and hosting

Specimen

facility. Administrative access is limited to authorized employees including specific remote administration protocols and IP addresses. All employees with access to personal information have been advised of Argo Group's security policies and practices and receive regular training regarding these policies and practices.

Any Argo Group employee who becomes aware of the inappropriate use or disclosure of your nonpublic personal information is expected and required to immediately report such behavior to Argo Group's Data Protection Officer.

Contact Us

If you have any questions about this Insurance Privacy Notice, our Global Privacy Notice, or our privacy and security practices, please contact:

Data Protection Officer
privacy@argogroupus.com
Argo Group International Holdings Ltd.
P.O. Box 469011
San Antonio, TX 78246
800-470-7958

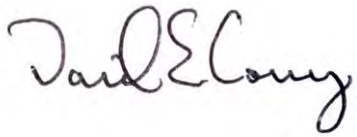
*Note: Argo Group is the parent of Argonaut Insurance Company; Argonaut-Midwest Insurance Company; ARIS Title Insurance Corporation; Colony Insurance Company; Colony Specialty Insurance Company; Rockwood Casualty Insurance Company; Somerset Casualty Insurance Company; Alteris Insurance Services, Inc.; Trident Insurance Services, LLC; and BP&C Shared Services, Inc. This Privacy Policy applies to all companies and business produced or underwritten within Argo Group.

Specimen

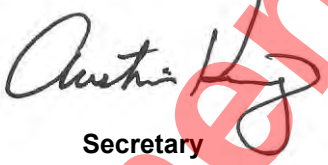
SIGNATURE PAGE

IN WITNESS WHEREOF, the company issuing this policy has caused this policy to be signed by its President and its Secretary and countersigned (if required) on the Declarations page by a duly authorized representative of the company. This endorsement is executed by the company stated in the Declarations.

Colony Insurance Company



President



Secretary

Specimen

SURPLUS LINES BROKER DATA

This form is required at the time of binding for all Surplus Lines policies. ***There may be a delay in the issuance of the policy if the requested information is not provided in a timely manner.***

Surplus Lines insurers are required to report information in many states regarding the surplus lines policies that are bound with them, including details about the Surplus Lines Broker that is paying the surplus lines taxes to the home state in which the policy provides coverage.

Please provide the information of the individual Surplus Lines Broker who is responsible for paying the taxes for the policy detailed below. Please confirm this information with your tax department.

Agent Name:
Agent Address:
Agent Code:

First Named Insured:
Policy Number:

***Designated Home State:**

****New Jersey Transaction Number:**

Required **Individual Surplus Lines Broker (SLB) Information:**

SLB Name:
SLB License Number:
SLB Address (if different from above):
SLB email:
SLB phone #:

Specimen

* Designated "Home State" is the state to which surplus lines taxes are paid, based on the Nonadmitted and Reinsurance Reform Act (NRRA). Please consult the applicable Departments of Insurance with questions relating to the determination of surplus lines taxes.

** New Jersey requires that the NJ Transaction Number assigned by the Surplus Lines Broker be reported to the state with the Surplus Lines Insurer report and displayed on the Surplus Lines policy.

SCHEDULE OF FORMS AND ENDORSEMENTS

Forms and Endorsements applying to and made part of this policy at the time of issuance:

NUMBER	TITLE

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

MINIMUM EARNED PREMIUM

This endorsement modifies insurance provided under all coverages included in this policy.

The following Condition is added and supersedes any provisions to the contrary:

SCHEDULE

Minimum Earned Premium Percentage: %

Minimum Earned Premium

If the first Named Insured shown in the Declarations cancels this policy, any premium refund will be calculated in accordance with the cancellation provisions of the policy. However, we will retain no less than the Minimum Earned Premium for the policy.

Minimum Earned Premium means the sum of the following:

1. Any fully earned premium included in the Total shown in the Common Policy Declarations at policy inception; plus
2. The remainder of the premium included in the Total shown in the Common Policy Declarations at policy inception multiplied by the Minimum Earned Premium Percentage shown in the SCHEDULE above; plus
3. Any fully earned premium for endorsements added to the policy after policy inception; plus
4. Any premium adjustment for endorsements added to the policy after policy inception (other than fully earned endorsement premium included in **3.** above) multiplied by the Minimum Earned Premium Percentage shown in the SCHEDULE above.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – COMMUNICABLE DISEASE, VIRUS OR BACTERIA

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following exclusion is added to Paragraph **2. Exclusions** of both Section **I – Coverage A – Bodily Injury And Property Damage Liability** and Section **II – Coverage B – Personal And Advertising Injury Liability:**

2. Exclusions

This insurance does not apply to:

Communicable Disease, Virus Or Bacteria

"Bodily injury", "property damage" or "personal and advertising injury" arising out of any actual or alleged:

a. Communicable disease; or

b. Virus, bacterium or other microorganism that induces or is capable of inducing physical distress, illness or disease.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the:

a. Supervision, hiring, employment, training or monitoring of others;

b. Testing for any communicable disease, virus, bacterium or other microorganism;

c. Failure to prevent the spread of any communicable disease, virus, bacterium or other microorganism; or

d. Failure to report any communicable disease, virus, bacterium or other microorganism to authorities.

This exclusion does not apply to any bacteria that are, are on, or are contained in, a good or product intended for bodily consumption.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EMPLOYMENT-RELATED PRACTICES EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, **2. Exclusions** and **SECTION I – COVERAGES, COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY**, **2. Exclusions** are amended and the following added:

Employment-Related Practices

This insurance does not apply to "bodily injury" or "personal and advertising injury" to:

(1) a person arising directly or indirectly out of any:

(a) refusal to employ that person;

(b) termination of that person's employment; or

(c) employment-related practices, policies, acts or omissions, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation, assault, battery, discrimination, malicious prosecution or abuse including sexual abuse directed at any person; or

(2) the spouse, child, parent, brother or sister of that person as a consequence of "bodily injury" or "personal and advertising injury" to that person at whom any of the employment-related practices described in Paragraphs **(a)**, **(b)**, or **(c)** above is directed.

This exclusion applies:

(1) whether the injury-causing event described in paragraphs **(1) (a)**, **(b)**, or **(c)** above occurs before employment, during employment or after employment of that person;

(2) whether the insured may be liable as an employer or in any other capacity; and

(3) to any obligation to share damages with or repay someone else who must pay damages because of the injury.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of ISO Properties, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DEDUCTIBLE LIABILITY INSURANCE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Coverage	**Amount and Basis of Deductible**		
	PER CLAIM	**or**	**PER OCCURRENCE/OFFENSE**
Bodily Injury Liability Coverage	$N/A		$N/A
OR			
Property Damage Liability Coverage	$N/A		$N/A
OR			
Personal and Advertising Injury Liability Coverage	$N/A		$N/A
OR			
Bodily Injury Liability Coverage and/or Property Damage Liability Coverage and/or Personal and Advertising Injury Liability Coverage Combined	$N/A		$N/A

A. For the purposes of this endorsement all deductible coverage options, amounts and basis of the deductible shall include all amounts we pay for SUPPLEMENTARY PAYMENTS – COVERAGE A AND B section of the policy and all amounts we pay in the defense and investigation of any “claim” or “suit” to which this insurance applies.

B. Our obligations under this policy for damages applies only to the amount excess of the deductible shown in the SCHEDULE above.

C. We shall select a deductible amount on either a per “claim” or a per “occurrence”/offense basis. The selected deductible applies to the coverage option and to the basis of the deductible indicated by the placement of the deductible amount in the SCHEDULE above. The deductible amount stated in the SCHEDULE above applies as follows:

1. **PER CLAIM BASIS.** If the deductible amount indicated in the SCHEDULE above is on a per “claim” basis, that deductible applies as follows:

   a. Under Bodily Injury Liability Coverage, to all damages sustained by any one person because of "bodily injury";

   b. Under Property Damage Liability Coverage, to all damages sustained by any one person because of "property damage";

   c. Under Personal and Advertising Injury Liability Coverage, to all damages sustained by any one person because of “personal and advertising injury”;

   d. Under Bodily Injury Liability Coverage and/or Property Damage Liability Coverage and/or Personal and Advertising Injury Liability Coverage Combined, to all damages sustained by any one person because of:

   (1) "Bodily injury";

   (2) "Property damage";

   (3) “Personal and advertising injury”; or

   (4) "Bodily injury", "property damage", and “personal and advertising injury” combined,

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

Specimen

e. Under Supplementary Payments - Coverages A and B, to all amounts we pay in the defense and investigation of any “claim” or "suit" to which this insurance applies;

as the result of any one "occurrence" and/or offense.

If damages are claimed for care, loss of services or death resulting at any time from "bodily injury", a separate deductible amount will be applied to each person making a “claim” for such damages.

With respect to "property damage" and “personal and advertising injury”, person includes an organization.

2. PER OCCURRENCE/OFFENSE BASIS. If the deductible amount indicated in the SCHEDULE above is on a per “occurrence”/offense basis, that deductible amount applies as follows:

a. Under Bodily Injury Liability Coverage, to all damages because of "bodily injury";

b. Under Property Damage Liability Coverage, to all damages because of "property damage";

c. Under Personal and Advertising Injury Liability Coverage, to all damages because of “personal and advertising injury”;

d. Under Bodily Injury Liability Coverage and/or Property Damage Liability Coverage and/or Personal and Advertising Injury Liability Coverage, to all damages because of:

(1) "Bodily injury";

(2) "Property damage";

(3) “Personal and advertising injury”; or

(4) "Bodily injury", "property damage", and “personal and advertising injury” combined,

e. Under Supplementary Payments - Coverages A and B, to all amounts we pay in the defense and investigation of any “claim” or "suit" to which this insurance applies;

as the result of any one "occurrence" and/or offense, regardless of the number of persons or organizations who sustain damages because of that "occurrence” and/or offense.

D. The terms of this insurance, including those with respect to:

1. Our right and duty to defend the insured against any "suits" seeking those damages; and

2. Your duties in the event of an "occurrence", offense, “claim”, or "suit"

apply irrespective of the application of the deductible amount.

E. We, at our sole election and option, may either:

1. Pay any part of or all of the deductible amount to effect settlement of any “claim” or “suit”, and upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us; or

2. Simultaneously upon receipt of notice of any “claim” or at any time thereafter, request you pay or deposit with us all or any part of the deductible amount, to be held and applied by us as herein provided.

F. For the purposes of this endorsement, “claim” means a demand, received by the Insured, for money or services, including the service of “suit” against the Insured.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SERVICE OF SUIT

If service of process is to be made upon the Company by way of hand delivery or courier service, delivery should be made to the Company's principal place of business:

Claims Manager
Colony Insurance Company, or
Colony Specialty Insurance Company
PO Box 469012
San Antonio, TX 78246

If service of process is to be made upon the Company by way of the U.S. Postal Service, the following mailing address should be used:

General Counsel
Colony Insurance Company, or
Colony Specialty Insurance Company
PO Box 469011
San Antonio, TX 78246

Where required by statute, regulation, or other regulatory directive, the Company appoints the Commissioner of Insurance, or other designee specified for that purpose, as its attorney for acceptance of service of all legal process in the state in any action or proceeding arising out of this insurance.

The Commissioner or other designee is requested to forward process to the Company as shown above, or if required in his/her particular state, to a designated resident agent for service of process.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – CYBER INCIDENT, ELECTRONIC DATA, CONFIDENTIAL OR PERSONAL MATERIAL OR INFORMATION, AND VIOLATION OF LAW ADDRESSING DATA PRIVACY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

A. The exclusion below is added for all coverages, with the exception of any Medical Payments coverage, and replaces the existing **Electronic Data** exclusion under Paragraph **2. Exclusions** in the following Coverage Parts:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

This insurance does not apply to:

Cyber Incident, Electronic Data, Confidential Or Personal Material Or Information, And Violation Of Law Addressing Data Privacy

Damages, loss, costs or expenses, including all fines and penalties, arising directly or indirectly out of any:

(1) Actual, alleged or suspected:

(a) "Cyber incident(s)";

(b) Loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data"; or

(c) Access to, or loss, destruction, disclosure, disruption, inspection, modification, recording, release, review, use, collection, processing, or storage of any person's or organization's confidential or "personal material or information", including but not limited to patents, trade secrets, processing methods, customer lists, financial information, credit card information, biometric or health information, or any other type of nonpublic material or information;

(2) Action or omission that violates or is alleged to violate:

(a) Any federal, state or local statute, ordinance, regulation or other law that addresses, prohibits, or limits access to, use of or the printing, dissemination, disposal, obtaining, collecting, storing, safeguarding, recording, retention, sending, transmitting, communicating, selling or distribution of any person's or organization's confidential or "personal material or information", including financial information, biometric or health information, or any other type of nonpublic material or information.

Any such federal, state or local statute, ordinance, regulation or other law includes but is not limited to:

i. The Illinois Biometric Information Privacy Act (BIPA), including any amendment of or addition to such law;

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

ii. The California Consumer Privacy Act (CCPA), including any amendment of or addition to such law; or

iii. Any eavesdropping, wiretapping, or surreptitious recording laws; or

(b) Any law of a jurisdiction other than the United States of America (including its territories and possessions) or Puerto Rico that is similar to any statute, ordinance, regulation or other law described in Paragraph **(a)** above, including but not limited to the European Union's General Data Protection Regulation;

(3) Oral or written publication, in any manner, of material that violates a person's right of privacy arising out of Paragraphs **(1)** and **(2)** above; or

(4) Claim, "suit", or other legal proceeding, administrative action or hearing arising out of Paragraphs **(1)** through **(3)** above, including but not limited to those initiated prior to or pending as of the inception date of this policy.

This exclusion applies even if damages are claimed for notification costs, monitoring expenses, forensic or investigative expenses, crisis management or public relations expenses, data or system restoration, recovery or repair expenses, extortion expenses, business interruption, contingent business interruption, fraudulent instructions transmitted by electronic means, or any other similar loss, cost or expense incurred by you or others.

B. The following definitions are added with respect to the provisions of this endorsement:

"Cyber incident" means any intentional or unintentional:

1. Breach of or unauthorized access to, use of, or the exfiltration, modification or destruction of any "personal material or information", "electronic data" or computer system;

2. "Malicious code", virus or any other harmful code that is directed at, enacted upon or introduced, released, facilitated, transmitted, or executed into any computer system or website that accesses, alters, corrupts, damages, deletes, destroys, disrupts, encrypts, exploits, uses or prevents or restricts access to or the use of any part of any computer system or website or otherwise disrupts its normal functioning or operation; or

3. Denial of service attack which disrupts, prevents or restricts access to or use of any computer system, or otherwise disrupts its normal functioning or operation.

"Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

"Malicious code" means, but is not limited to, any virus, Trojan horse, worm, spyware, logic bomb, adware, malware or other similar software program.

"Personal material or information" means any personally identifying material, information or data about an individual, as defined by any foreign, federal, state or local laws, statutes or regulations.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – WILDFIRE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

A. **SECTION I – COVERAGES**, **COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, **2. Exclusions** of the Commercial General Liability and Railroad Protective Liability Coverage Parts, and **SECTION I – COVERAGES**, **BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, **2. Exclusions** of the Owners and Contractors Protective Liability Coverage Part is amended by the addition of the following:

This insurance does not apply to:

Wildfire

"Bodily injury" or "property damage" arising out of "wildfire", including any obligation to pay loss, cost or expense for reimbursement for firefighting suppression or bringing under control any "wildfire".

B. **SECTION V – DEFINITIONS** of the Commercial General Liability, Owners and Contractors Protective Liability and Railroad Protective Liability Coverage Parts is amended by the addition of the following:

"Wildfire" means a planned or unplanned fire that:

a. includes, but is not limited to, wildland fire, forest fire, brush fire, vegetation fire, grass fire, peat fire, bushfire, hill fire, desert fire, veldfire, escaped prescribed fire, and escaped controlled burn, which may, but are not required to, consume houses, buildings or other structures;

b. includes any resulting smoke, soot, or fumes from such fire; and

c. includes a fire declared as a wildfire by a governmental authority.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – POLY- AND PERFLUOROALKYL SUBSTANCES (PFAS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SECTION I – COVERAGES, **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY** and **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY**, **2. Exclusions** in the Commercial General Liability Coverage Part and **SECTION I – PRODUCTS/COMPLETED OPERATIONS BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, **2. Exclusions** in the Products/Completed Operations Liability Coverage Part are amended by the addition of the following:

This insurance does not apply to:

Poly- And Perfluoroalkyl Substances (PFAS)

"Bodily injury", "property damage", or "personal and advertising injury" arising out of poly- and perfluoroalkyl substances (PFAS), including, but not limited to, perfluorooctanoic acid (PFOA), perfluorooctane sulfonate (PFOS), perfluoroheptanoic acid (PFHpA), perfluorononanoic acid (PFNA), perfluorohexanesulfonic acid (PFHxS), GenX, C8, ADONA, perfluorooctanesulfonyl fluoride, polytetrafluoroethylene, perfluorononanoic acid or ammonium perfluorooctanoate, or any associated salts, acids, alcohols, precursor chemicals or related higher homologue chemicals.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc. with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ECONOMIC AND TRADE SANCTIONS ENDORSEMENT

This endorsement modifies insurance provided under all coverages included in this policy.

The exclusion below is added and supersedes any provision to the contrary:

Economic And Trade Sanctions

The insurer shall not be deemed to provide coverage or be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such coverage, payment of such claim or provision of such benefit would expose the insurer to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union, United Kingdom or United States of America.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT – PRODUCTS-COMPLETED OPERATIONS HAZARD DEFINITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The definition of "products-completed operations hazard" within the **DEFINITIONS** section is replaced with the following:

"Products-completed operations hazard":

a. Includes all "bodily injury" and "property damage" arising out of "your product" or "your work" except:

(1) Products that are still in your physical possession; or

(2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:

(a) When all of the work called for in your contract has been completed.

(b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.

(c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

b. Does not include "bodily injury" or "property damage" arising out of:

(1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured;

(2) The existence of tools, uninstalled equipment or abandoned or unused materials; or

(3) Products or operations for which the classification, listed in the Declarations or in a policy Schedule, states that products-completed operations are subject to the General Aggregate Limit.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT – DAMAGE TO PROPERTY EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I − COVERAGES, **COVERAGE A − BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, **2. Exclusions**, **j. Damage To Property** is replaced with the following:

j. Damage To Property

"Property damage" to:

(1) Premises you sell, give away or abandon, if the "property damage" arises out of any part of those premises;

(2) Property loaned to you;

(3) Personal property in the care, custody or control of the insured;

(4) That particular part of real property on which you or any contractors or subcontractors working directly or indirectly on your behalf are performing operations, if the "property damage" arises out of those operations; or

(5) That particular part of any property that must be restored, repaired or replaced because "your work" was incorrectly performed on it.

Paragraphs **(2)** and **(3)** of this exclusion do not apply to "property damage" (other than damage by fire) to premises, including the contents of such premises, rented to you for a period of seven or fewer consecutive days. A separate limit of insurance applies to Damage To Premises Rented To You as described in Section **III** – Limits Of Insurance.

Paragraph **(1)** of this exclusion does not apply if the premises are "your work".

Paragraphs **(2)**, **(3)**, **(4)** and **(5)** of this exclusion do not apply to liability assumed under a sidetrack agreement.

Paragraph **(5)** of this exclusion does not apply to "property damage" included in the "products-completed operations hazard".

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ABSOLUTE
AIRCRAFT, AUTO OR WATERCRAFT EXCLUSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. **SECTION I – COVERAGES**, **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, **2. Exclusions**, paragraph **g.** is replaced with the following:

g. Aircraft, Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft.

B. The following is deleted under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, **4. Other Insurance**, paragraph **b. Excess Insurance**:

If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of Section **I** – Coverage **A** – Bodily Injury and Property Damage Liability.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

MULTIPLE COVERAGES LIMITATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is amended by the addition of the following:

Two Or More Insurance Policies Or Coverage Parts Issued By Us

In the event that coverage is triggered under more than one insurance policy or coverage part issued by us or any company affiliated with us for the same project work, the maximum Limit of Insurance available under all such policies or coverage parts shall not exceed the highest applicable Limit of Insurance available under any one such insurance policy or coverage part.

If, however, a claim triggers coverage under only one insurance policy or coverage part issued by us or any company affiliated with us for the same project work, and that Limit of Insurance has been reduced or completely exhausted by the payment of claims, then you shall have no recourse to access the available Limits of Insurance under any other insurance policy or coverage part issued by us or any company affiliated with us for the same project work.

This condition does not apply to any insurance policy or coverage part issued by us or an affiliated company specifically to apply as excess insurance over this coverage part.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – PUNITIVE DAMAGES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

The exclusion below is added for all coverages:

This insurance does not apply to:

Punitive Damages

(1) Multiple, exemplary or punitive damages; or

(2) Equitable or non-pecuniary relief;

including any fines, penalties, court-imposed sanctions, return or restitution of legal fees, costs or other expenses associated with such awards.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of ISO Properties, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – USL&H, JONES ACT OR OTHER MARITIME LAWS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions and **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY, 2. Exclusions** are amended and the following is added:

USL&H, Jones Act or Other Maritime Laws Exclusion

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising directly or indirectly out of:

(1) operations over navigable waters or offshore including but not limited to drilling and production platforms, pipelines, and vessels where coverage is provided by the U.S. Longshore & Harbor Workers Compensation Act (USL&H), Merchant Marine Act ("Jones Act") or other maritime laws and any amendments to those laws;

(2) actions including but not limited to subrogation involving U.S. Longshore & Harbor Workers Compensation Act (USL&H), Merchant Marine Act ("Jones Act") or other maritime laws and any amendments to those laws; or

(3) any obligation of the insured resulting from actions under the U.S. Longshore & Harbor Workers Compensation Act (USL&H), Merchant Marine Act ("Jones Act") or other maritime laws and any amendments to those laws.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – CONDOMINIUM / COOPERATIVE / COMMON INTEREST DEVELOPMENT CONVERSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART

The following amends **SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions**, and **COVERAGE B PERSONAL AND ADVERTISING LIABILITY, 2. Exclusions,** and **SECTION I – COVERAGES, PRODUCTS/COMPLETED OPERATIONS BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions,** and **SECTION I – COVERAGES, BODILY INJURY AND PROPERTY DAMAGE LIABILITY of OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE FORM:**

In consideration of the premium charged, the policy is hereby amended to include the following additional exclusion:

This insurance does not apply to any liability, including "bodily injury", "property damage" or "personal and advertising injury", which arises directly or indirectly out of the conversion of any existing building including, but not limited to, any single family dwelling, apartment building, townhouse, multi family dwelling, warehouse, commercial/industrial building or hotel, to a "Condominium(s)", "Cooperative(s)", or a "Common Interest Development(s)" or any sort of combination or derivative thereof.

Solely for the purposes of this endorsement, the following definitions are added to the policy:

"Condominium" means any of the following:

(1) A type of ownership in real property where all of the owners own the property, common areas and buildings together, with the exception of the interior of the unit to which they have title;

(2) Real estate, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions;

(3) A single real property parcel with all the unit owners having a right in common to use the common elements with separate ownership confined to the individual units that are serially designated.

"Cooperative" means any of the following:

(1) A type of multiple ownership in which the residents of a multiunit housing complex own shares in the cooperative corporation that owns the property, giving each resident the right to occupy a specific apartment or unit;

(2) Dwelling units in a multi-dwelling complex in which each owner has an interest in the entire complex and a lease of his/her/its own apartment.

"Common Interest Development" means any of the following:

(1) A condominium project;

(2) A stock cooperative.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of ISO Properties, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – LEAD

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions and **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY**, **2. Exclusions** are amended and the following added**:**

This insurance does not apply to:

Lead

(1) "bodily injury" or "personal and advertising injury" arising, in whole or in part, out of the actual, alleged, threatened or suspected inhalation of, ingestion of, contact with, exposure to, existence of, or presence of, lead in any form.

(2) "property damage" arising, in whole or in part, out of the actual, alleged, threatened or suspected contact with, exposure to, existence of, or presence of, lead in any form.

(3) any damages, loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, lead in any form, by any insured or by any other person or entity.

(4) any claim or "suit" by or on behalf of a governmental authority for damages, loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, lead in any form, by any insured or by any other person or entity.

This exclusion shall apply without regard to the source or sources of lead, or the basis of the insured's liability. This exclusion includes defects or negligence in design, construction or materials, or any other event, conduct or misconduct, which may have or is claimed to have precipitated, caused or acted jointly, concurrently or in any sequence with lead in any form in causing injury or damage.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – ASBESTOS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions and **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY, 2. Exclusions** are amended and the following added:

This insurance does not apply to:

Asbestos

(1) "bodily injury" or "personal and advertising injury" arising, in whole or in part, out of the actual, alleged, threatened or suspected inhalation of, ingestion of, contact with, exposure to, existence of, or presence of, asbestos in any form.

(2) "property damage" arising, in whole or in part, out of the actual, alleged, threatened or suspected contact with, exposure to, existence of, or presence of, asbestos in any form.

(3) any damages, loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, asbestos in any form, by any insured or by any other person or entity.

(4) any claim or "suit" by or on behalf of a governmental authority for damages, loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, asbestos in any form, by any insured or by any other person or entity.

This exclusion shall apply without regard to the source or sources of asbestos, or the basis of the insured's liability. This exclusion includes defects or negligence in design, construction or materials, or any other event, conduct or misconduct, which may have or is claimed to have precipitated, caused or acted jointly, concurrently or in any sequence with asbestos in any form in causing injury or damage.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – DEDICATED INSURANCE PROGRAM(S)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. **SECTION I – COVERAGES**, **COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, **2. Exclusions** is amended by the addition of the following:

This insurance does not apply to:

Dedicated Insurance Program(s)

"Bodily injury" or "property damage" arising out of either your ongoing operations or operations included within the "products-completed operations hazard", performed by or on behalf of the insured at any project(s) which is or was subject to a "dedicated insurance program".

This exclusion applies whether or not the "dedicated insurance program":

1. Provides coverage identical to that provided by this Coverage Part;
2. Provides coverage to one or more contractors;
3. Provides multiple lines of coverage;
4. Has limits adequate to cover all claims; or
5. Remains in effect.

B. **SECTION V – DEFINITIONS** is amended and the following added:

"Dedicated insurance program" means a centralized insurance program under which one party has secured either insurance or self-insurance covering some or all of the contractors or subcontractors performing work on one or more specific project(s), owner controlled insurance program(s), contractor controlled insurance program(s), or other project specific insurance policy whether provided by you, or any other person or entity if you are a named insured under such insurance.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – PRIOR WORK

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, **2. Exclusions**, and **SECTION I – COVERAGES, COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY**, **2. Exclusions** are amended and the following is added:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising directly or indirectly out of "your work" completed prior to .

"Your work" will be deemed completed at the earliest of the following times:

(1) When all of the work called for in your contract has been completed.

(2) When all of the work to be done at individual job sites, which are a part of a multi site project as required by your contract, has been completed, then those individual job sites shall be deemed completed.

(3) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – IMPORTED DRYWALL DAMAGE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

A. **SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions,** and **SECTION I – COVERAGES, PRODUCTS/COMPLETED OPERATIONS, BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions** are amended to include the following additional exclusion:

This insurance does not apply to:

IMPORTED DRYWALL DAMAGE

(1) "Property damage" arising out of the release of gases, fumes, vapors or particulates from "imported drywall" used in a building in connection with "your work" or "your product", including operations performed by you or on your behalf by a contractor or subcontractor.

(2) "Property damage" arising out of the design, manufacture, construction, fabrication, preparation, distribution, sale, installation, application, maintenance, repair, remodeling, servicing, correction or replacement, of any "imported drywall". This applies whether or not the "property damage" is included within the "products-completed operations hazard".

(3) "Property damage" included in the "products-completed operations hazard" and arising out of "your work" involving all operations conducted using "imported drywall", whether performed by you or on your behalf.

(4) "Property damage" arising out of "your product" or "your work" with respect to any electrical, mechanical, plumbing or structural system or equipment, or any other component, fixture or feature of any structure, if any "imported drywall" is used in the structure containing that electrical, mechanical, plumbing or structural system or equipment, component, fixture or feature.

(5) Any loss, cost or expenses arising out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating, disposing of, or in any way responding to or assessing the effects of, "imported drywall", or any gases, fumes, vapors or particulates emitted or released from such "imported drywall".

(6) Any obligations to share damages, losses, costs or expenses with or indemnify another party who must pay damages, losses, costs or expenses arising out of or relating to "imported drywall" or any gases, fumes, vapors or particulates emitted or released from such "imported drywall".

(7) Any supervision, instructions, recommendations, warnings or advice given or which should have been given in connection with subparagraphs **(1)** through **(6)** above.

This exclusion applies whether or not such "imported drywall" has any use or function in your business, operations, premises, site or location.

B. The following definition is added to the **Definitions** Section:

"Imported drywall" means any drywall, plasterboard, sheetrock or gypsum board manufactured outside of the United States, or any pre-manufactured interior wall that is made with drywall, plasterboard, sheetrock or gypsum board manufactured outside of the United States.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc. with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – BENZENE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, **2. Exclusions** and **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY**, **2. Exclusions** are amended and the following added**:**

This insurance does not apply to:

Benzene

(1) "bodily injury" or "personal and advertising injury" arising, in whole or in part, out of the actual, alleged, threatened or suspected inhalation of, ingestion of, contact with, exposure to, existence of, or presence of, benzene in any form.

(2) "property damage" arising, in whole or in part, out of the actual, alleged, threatened or suspected contact with, exposure to, existence of, or presence of, benzene in any form.

(3) any damages, loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, benzene in any form, by any insured or by any other person or entity.

(4) any claim or "suit" by or on behalf of a governmental authority for damages, loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, benzene in any form, by any insured or by any other person or entity.

This exclusion shall apply without regard to the source or sources of benzene, or the basis of the insured's liability. This exclusion includes defects or negligence in design, construction or materials, or any other event, conduct or misconduct, which may have or is claimed to have precipitated, caused or acted jointly, concurrently or in any sequence with benzene in any form in causing injury or damage.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

FULLY EARNED PREMIUM – PROJECT SPECIFIC

This endorsement modifies insurance provided under all coverages included in this policy.

The following Condition is added and supersedes any provisions to the contrary:

SCHEDULE

Fully Earned Premium Date:

Fully Earned Premium – Project Specific

A. If this policy is cancelled, the premium for the policy period at policy inception, plus any additional premium developed by endorsement after policy inception, will be deemed fully earned:

1. After more than 75% of the policy period shown in the Declarations at policy inception has passed;

2. After 12 months of the policy period shown in the Declarations at policy inception has passed when the policy period is more than one year;

3. On the Fully Earned Premium Date shown in the SCHEDULE above; or

4. Once the project, or portion thereof, has reached a level of Substantial Completion following construction or renovation;

whichever occurs first.

Any additional premium developed by endorsement after the policy premium is deemed fully earned shall also be deemed fully earned.

B. Substantial Completion means whichever of the following occurs first:

1. The date of the final inspection of the construction project by the applicable public agency;

2. The effective date of a valid certificate of completion; or

3. The date the construction project is put to its intended use by any person or organization other than the contractors or subcontractors working on the project.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PREMIUM AUDIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, **5. Premium Audit**, **SECTION IV – LIQUOR LIABILITY CONDITIONS**, **5. Premium Audit**, and **SECTION IV – PRODUCTS/COMPLETED OPERATIONS LIABILITY CONDITIONS**, **5. Premium Audit** are deleted and replaced with the following:

5. Premium Audit

a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.

b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. If the computed earned premium is greater than the deposit premium, the first Named Insured will be billed an audit premium for the difference. If the computed earned premium is less than the deposit premium, then we will receive and retain no less than 100% of the deposit premium.

c. The due date for audit premium is the date shown as the due date on the bill. Failure to pay the audit premium when due will be deemed a breach of contract and, at our sole discretion, may subject this policy, as well as any other in force policy of yours, to cancellation for non-payment of premium.

d. Should it become necessary to institute collection activities, including litigation, to collect any audit premium, then you will be responsible for 100% of the expenses, fees and costs incurred by us in that regard plus any collectible interest.

e. The first Named Insured must keep records of the information we need for premium computation and send us copies at such times as we may request. These records include but are not limited to ledgers, journals, registers, vouchers, contracts, tax reports, and payroll and disbursement records. Failure to supply such records upon request will be deemed a breach of policy conditions and, at our sole discretion, may subject this policy, as well as any other in force policy of yours, to cancellation for breach of policy conditions. We may examine your books and records at any time during the policy period or within three (3) years of the expiration of this policy.

f. If, after three (3) documented attempts, we are unable to examine your books and records to obtain the information required to complete the audit, the audit will be deemed unproductive, and we will complete an estimated audit using an increase of 100% in your estimated exposures. Documentation on our attempts to collect the required audit information will be made available to you and provided upon request.

g. You may dispute the audit within fourteen (14) days of receiving the audit endorsement or other notice regarding the premium adjustment amount by providing us with copies of the information we need for premium computation. Failure to dispute the audit endorsement or other notice regarding the premium adjustment amount within fourteen (14) days will be deemed as your agreement with the audit endorsement or other notice regarding the premium adjustment amount.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

TERRORISM EXCLUSION WITH EXCEPTION FOR CERTIFIED ACTS OF TERRORISM

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
FARM LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

SCHEDULE

Premium Attributable to Certified Act of Terrorism Coverage: _____
Information required to complete this SCHEDULE, if not shown above, will be shown in the Declarations.

A. Certified Act of Terrorism Coverage

This endorsement documents that you have purchased "certified act of terrorism" coverage as part of this policy. The "certified act of terrorism" coverage provided by this endorsement applies only to "any injury or damage" of the type insured by this policy that directly results from a "certified act of terrorism" as defined herein and further explained in the Terrorism Risk Insurance Act, as amended ("TRIA"). "Certified act of terrorism" coverage is provided as an exception to the "terrorism" exclusion added in Paragraph B of this endorsement.

1. The "certified act of terrorism" coverage provided herein expires on the earliest of:

a. the expiration date of TRIA;

b. the effective date of a renewal, extension, or replacement of TRIA that removes the requirement to make terrorism coverage available to you; or

c. the termination date of this policy.

2. In the event that a law extending, replacing, or otherwise modifying TRIA becomes effective during the policy period, the "certified act of terrorism" coverage provided herein shall be subject to all of the terms and limitations of such law as stated in the law. Notwithstanding the foregoing, the "certified act of terrorism" coverage provided herein expires when coverage under this policy terminates.

B. Terrorism Exclusion

The **EXCLUSIONS** section is amended by the addition of the following:

TERRORISM

This insurance does not apply to "any injury or damage" arising, directly or indirectly, out of:

"Terrorism", except as provided in Paragraph A. of this endorsement. This exclusion also applies to any action taken in hindering or defending against an actual or expected incident of "terrorism", regardless of any other cause or event that contributes concurrently or in any sequence to such injury or damage; and including damages arising, directly or indirectly, out of the above that are awarded as punitive damages.

Specimen

 Includes copyrighted material of Insurance Services Office, Inc., with its permission.

C. Disclaimer

The terms and limitations of any terrorism exclusion, or the inapplicability or omission of a terrorism exclusion, do not serve to create coverage for injury or damage that is otherwise excluded under this Coverage Part.

D. Disclosure of Premium Attributable to Certified Act of Terrorism Coverage

In accordance with TRIA, the portion of your premium attributable to "certified act of terrorism" coverage is disclosed in the SCHEDULE above.

E. Disclosure of Federal Share of Compensation Under TRIA

Where coverage is provided by this policy for "any injury or damage" resulting from a "certified act of terrorism", it may be partially reimbursed by the United States government under a formula established by federal law. However, the policy may contain other exclusions which might affect coverage under the policy, such as an exclusion for nuclear events. Under the formula, the United States government generally reimburses 80% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The premium charged under the policy for "certified act of terrorism" coverage does not include any charges for the portion of "any injury or damage" resulting from a "certified act of terrorism" that may be covered by the federal government under TRIA.

F. Disclosure of Insurer Cap on Losses

If aggregate insured losses attributable to "certified acts of terrorism" exceed $100 billion in a calendar year and we have met our insurer deductible under TRIA, we shall not be liable for the payment of any portion of such losses that exceeds $100 billion. In such an instance, insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

G. Additional Definitions

The **DEFINITIONS** section is amended by the addition of the following:

For the purposes of this endorsement, "any injury or damage" means any injury or damage covered under any Coverage Part to which this endorsement is applicable, and includes but is not limited to any damage, "bodily injury", "property damage", "personal and advertising injury", "injury" or "environmental damage" as may be defined in any applicable Coverage Part.

"Certified act(s) of terrorism" means an act that is certified by the Secretary of the Treasury in accordance with the provisions of TRIA to be an act of terrorism pursuant to TRIA. The criteria contained in TRIA for a "certified act of terrorism" include the following:

a. The act resulted in insured losses in excess of $5 million in the aggregate, attributable to all types of insurance subject to TRIA; and

b. The act is a violent act or an act that is dangerous to human life, property or infrastructure, and is committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

"Terrorism" means a violent act or an act that is dangerous to human life, property or infrastructure, that is committed by an individual or individuals, and that appears to be part of an effort to coerce a civilian population or to influence the policy or affect the conduct of any government by coercion.

"Terrorism" includes acts:

a. that involve the use, release or escape of nuclear materials, or directly or indirectly result in nuclear reaction or radiation or radioactive contamination;

Specimen

b. that are carried out by means of the dispersal or application of pathogenic or poisonous biological or chemical materials; or

c. in which pathogenic or poisonous biological or chemical materials are released, and it appears that one purpose of the terrorism was to release such materials.

Multiple incidents of "terrorism" which occur within a seventy-two-hour period and appear to be carried out in concert or to have a related purpose or common leadership shall be considered to be one incident.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

Specimen

Includes copyrighted material of Insurance Services Office, Inc., with its permission.

MEMORANDUM

To: CAPK Executive Committee

From: Freddy Hernandez, Director of Youth & Community Services

Date: November 2, 2026

Subject: *Agenda Item IV(b):* Authorization to Sign the 2027 Low Income Home Energy Assistance Program (LIHEAP) Contract with Resolution from the Department of Community Services and Development – **Action Item**

Background

CAPK received the 2027 Low Income Home Energy Assistance Program (LIHEAP) contract from the Department of Community Services and Development (CSD) on October 23, 2026. The contract package, including Board approval and a Board Resolution, must be submitted by November 22, 2026, one day before the regularly scheduled Board meeting. Approval is therefore needed before that meeting to meet the submission deadline.

The contract funds CAPK's Energy Program to provide utility assistance and weatherization services to eligible low-income households in Kern County at no cost to participants. Services include heating and cooling bill payment assistance, energy crisis assistance, weatherization, and energy-related home repairs. The program supports federal and state efforts to reduce the burden of energy costs on low-income households.

Contract Terms

The 2027 LIHEAP contract (Contract #27B-5012) includes the following:

- Funding Amount: $8,197,325.00 (2026 funding amount was $8,319,924.00)
- Performance Period: October 1, 2026, through June 30, 2028
- Contract Terms: Similar to prior years, including program requirements, reporting obligations, and administrative provisions

Strategic Plan Impact: *The program aligns with Priority A – Community Investment in the 2026–2029 Strategic Plan by expanding access to essential services and supporting pathways out of poverty.*

Recommendation

Staff recommend that the 2026 Board Officers take the following actions:

1. Authorize the Chief Executive Officer to execute the 2027 LIHEAP contract on behalf of CAPK and any amendments during the contract term, provided the amendments do not materially alter the agreement's scope, terms, or conditions.
2. Approve the attached Resolution No. 2026-10.

Attachments:
Resolution Number 2026-10
2027 LIHEAP Contract #27B-5012 (for reference)

RESOLUTION # 2026-10

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving the Submission of the 2027 LIHEAP Contract

The Board of Directors of Community Action Partnership of Kern (CAPK), located at 1300 18th St., Bakersfield, CA 93301, met on November 2, 2026, in Bakersfield, California, at a special meeting of the Executive Committee and adopted the following resolution:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, nonprofit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964 and is the federally designated community action agency serving low-income, elderly, and disadvantaged residents of Kern County; and

WHEREAS, CAPK is committed to alleviating poverty in Kern County by developing and implementing creative and innovative programs and has adopted the guiding philosophy of "Helping People, Changing Lives" to assist individuals and families with limited or no resources; and

WHEREAS, the State of California Department of Community Services and Development has made funds available for the 2027 Low Income Home Energy Assistance Program (LIHEAP); and

WHEREAS, the State of California Department of Community Services and Development has offered a 2027 LIHEAP contract to Community Action Partnership of Kern; and

WHEREAS, the State of California Department of Community Services and Development requires CAPK to designate an authorized signatory for the 2027 LIHEAP contract;

NOW, THEREFORE, BE IT RESOLVED that the CAPK Board of Directors hereby authorizes Jeremy T. Tobias, Chief Executive Officer, to act on behalf of the Board as CAPK's authorized signatory for the submission of the 2027 LIHEAP contract and any subsequent amendments during the contract period.

APPROVED by a majority vote of the Board of Directors of Community Action Partnership of Kern on November 2, 2026.

Maritza Jimenez, Chair
CAPK Board of Directors

11-2-26
Date

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

JASON WIMBLEY Director
2389 Gateway Oaks Drive, Suite 100
Sacramento, CA 95833
(916) 576-7109
www.csd.ca.gov

October 14, 2026

Dear Executive Director,

The purpose of this letter is to release the 2027 Low Income Home Energy Assistance Program (LIHEAP) contract and provide key funding information related to this agreement. The Department of Community Services and Development (CSD) has not yet received the initial LIHEAP grant award from the United States Department of Health and Human Services (HHS). Therefore, the initial funding allocation for 2027 LIHEAP is based on 75 percent of the 2026 LIHEAP grant award. The amount to be released to local service providers (LSPs), calculated in accordance with the Three Factor Formula (3FF) and the 2025 LIHEAP contract A and C expenditure benchmark adjustments, is $168,228,132. CSD will issue amendment(s) in the future to facilitate the release of any additional 2027 LIHEAP grant funds received from HHS.

Note that CSD will not process any claims for the 2027 LIHEAP contract reimbursement or issue any Program Year (PY) 2027 LIHEAP utility assistance benefits until HHS releases the funding award and the LSP's contract is fully executed. To avoid gaps in LIHEAP service delivery, LSPs are encouraged to continue assistance delivery under the 2026 LIHEAP contract until the 2027 LIHEAP contract is fully executed. LSPs are further encouraged to contact their field representative if they need assistance moving funds within the components of the 2026 LIHEAP contract.

The following summarizes key contract and policy changes associated with the implementation of the 2027 LIHEAP contract:

- HEAP Benefit amounts have been updated to reflect current energy costs, with the amounts determined by energy cost data received from utilities.
- The practice of applying the $100 adder to the HEAP benefit amount for each poverty group is being phased out, with the supplement (adder) being reduced to $50 for PY 2027. (In PY 2028 no additional amount will be added.)
- CSD worked in consultation with the Energy Council to revise the Assurance 16 contractual requirements and policies to track the effectiveness of Assurance 16 services provided by the LSPs. This change was prompted by a finding issued by the U.S. Department of Health and Human Services (HHS).
- This contract incorporates a new Client Education line item, intended to capture LSP costs associated with the delivery of required consumer awareness literature and energy conservation education to LIHEAP service recipients.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

CSD received several comments on the 2027 LIHEAP draft contract, the responses to which have been posted in the "2027 LIHEAP Contract Comments & CSD Responses" on the Local Agencies Portal.

CSD looks forward to working in partnership with you to strengthen our capacity to effectively administer programs that improve the economic security of those we serve, and ultimately the lives of all Californians.

Sincerely,

Jason Wimbley

JASON WIMBLEY
Director

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

2027 LIHEAP Contract Checklist

General Comments and Requirements:

Please contact your assigned Field Operations Representative immediately for assistance if this Agreement requires corrections. Agencies are required to utilize DocuSign to sign this Agreement. Please fill out and submit CSD 489 (DocuSign Contact Update Form) if you have not yet initialized DocuSign® with the California Department of Community Services and Development (CSD).

Contract Packet:

The following completed documents/forms must be returned to CSD in the Agreement packet within 30 days (45 days for public agencies). Please use the checkboxes below to indicate the documents/forms are included:

- ☐ Contract Face Sheet (STD 213) signed by individual authorized on Board Resolution.
- ☐ Federal Funding Accountability and Transparency Act (FFATA) Form
- ☐ Certification Regarding Lobbying Form.
- ☐ Contractor Certification Clause Form (CCC).
- ☐ Insurance or Self-Insurance. Please attach current evidence of insurance if not already on file with CSD.
- ☐ Board resolution. (Not applicable if a general board resolution has already been submitted and is not specific to the program, program year, or contract number, and does not contain any changes.)

Programmatic Contract Requirements (as applicable):

- ☐ LIHEAP Production Plan (CSD 622).
- ☐ CSD 188 Agency Staff and Board Roster form (located under forms tab on the Local Agencies Portal). N/A If a general Board Roster was submitted and no changes have occurred.
- ☐ CSD 251 Public Website Update (located under forms tab on the Local Agencies Portal).
- ☐ CSD 143 Working Capital Advance (located under forms tab on the Local Agencies Portal). Submit the form to EARS.Reports@CSD.CA.GOV.
- ☐ Completed the 2026 Agency Local Plan and made all updates as requested by the Field Monitor.

Please return completed contract packets within 30 days (45 days for public agencies) through the DocuSign link that will be sent by CSD:

All forms are located on the Local Agencies Portal at https://agencies.csd.ca.gov.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ALLOCATION SPREADSHEET

State of California
Department of Community Services and Development
Total 2027 LIHEAP Contract
Facesheet

County/Service Territory	Contract Number	Direct Services: Weatherization: Initial WX Program	Direct Services: Weatherization: Delayed WX Program	Direct Services: Weatherization: WX Program Subtotal	Direct Services: Administration/Assurance 16/ECIP/HEAP: Allowable Admin	Direct Services: Administration/Assurance 16/ECIP/HEAP: Allowable A16	Direct Services: Administration/Assurance 16/ECIP/HEAP: ECIP/HEAP Program	Direct Services: Administration/Assurance 16/ECIP/HEAP: Admin/A16/ ECIP/HEAP Subtotal	Utility Assistance: ECIP FT/HEAP G&E Program Subtotal	Total Contract Allocation
1 Alameda County - Spectrum Community Services, Inc.	27B-5001	632,499	423,574	1,056,073	211,787	0	1,207,749	1,419,536	1,537,136	4,012,745
2 Amador/Tuolumne Service Territory - Amador-Tuolumne CAA										
Amador County		47,242	31,637	78,879	15,819	15,819	71,896	103,534	117,305	299,718
Calaveras County		93,982	62,938	156,920	31,469	31,469	176,903	239,841	199,486	596,247
Tuolumne County		135,322	90,623	225,945	45,311	45,311	238,459	329,081	303,493	858,519
Service Territory Total	27B-5002	276,546	185,198	461,744	92,599	92,599	487,258	672,456	620,284	1,754,484
3 Butte County - CAA of Butte County, Inc.	27B-5003	359,146	240,514	599,660	120,257	0	1,013,093	1,133,350	545,511	2,278,521
4 Colusa Service Territory - Glenn County Community Action Department										
Colusa County		24,277	16,258	40,535	8,129	0	33,714	41,843	71,641	154,019
Glenn County		37,455	25,083	62,538	12,542	0	56,891	69,433	105,656	237,627
Trinity County		32,336	21,655	53,991	10,828	0	112,266	123,094	28,066	205,151
Service Territory Total	27B-5004	94,068	62,996	157,064	31,499	0	202,871	234,370	205,363	596,797
5 Contra Costa Co. - Contra Costa Employment & Human Services Dept/CSB	27B-5005	620,156	415,308	1,035,464	207,654	0	538,264	745,918	2,153,056	3,934,438
6 Del Norte County - Del Norte Senior Center, Inc.	27B-5006	82,832	55,471	138,303	27,735	0	201,302	229,037	158,166	525,506
7 El Dorado Service Territory - El Dorado Co. Health & Human Services Agency										
Alpine County		6,185	4,142	10,327	2,071	0	15,837	17,908	11,005	39,240
El Dorado County		280,660	187,954	468,614	93,977	0	718,616	812,593	499,377	1,780,584
Service Territory Total	27B-5007	286,845	192,096	478,941	96,048	0	734,453	830,501	510,382	1,819,824
8 Fresno County - Fresno County Economic Opportunities Commission	27B-5008	1,559,303	1,044,240	2,603,543	522,120	0	1,150,387	1,672,507	5,616,588	9,892,638
9 Humboldt Service Territory - Redwood CAA										
Humboldt County		265,869	178,048	443,917	89,024	0	484,596	573,620	669,205	1,686,742
Modoc Co. (WEATHERIZATION/ASSURANCE 16)		69,495	46,539	116,034	6,465	0	0	6,465	0	122,499
Service Territory Total	27B-5009	335,364	224,587	559,951	95,489	0	484,596	580,085	669,205	1,809,241
10 Imperial Service Territory - Campesinos Unidos, Inc.										
Imperial County		173,847	116,422	290,269	58,211	58,211	181,023	297,445	515,218	1,102,932
San Diego County - Area A		898,271	601,557	1,499,828	300,779	300,779	755,472	1,357,030	2,842,013	5,698,871
Service Territory Total	27B-5010	1,072,118	717,979	1,790,097	358,990	358,990	936,495	1,654,475	3,357,231	6,801,803
11 Inyo Service Territory - Inyo Mono Advocates for Community Action, Inc.										
Inyo County		34,704	23,241	57,945	11,620	0	109,945	121,565	40,664	220,174
Mono County		53,125	35,577	88,702	17,788	0	202,882	220,670	27,666	337,038
Service Territory Total	27B-5011	87,829	58,818	146,647	29,408	0	312,827	342,235	68,330	557,212
12 Kern County - Community Action Partnership of Kern	27B-5012	1,292,083	865,287	2,157,370	432,644	432,644	1,190,173	2,055,461	3,984,494	8,197,325
13 Kings County - Kings Community Action Organization, Inc.	27B-5013	209,559	140,338	349,897	70,169	0	327,397	397,566	582,038	1,329,501
14 Lake Service Territory - North Coast Energy Services, Inc.										
Lake County		179,880	120,463	300,343	60,231	0	382,510	442,741	398,123	1,141,207
Mendocino County		181,555	121,584	303,139	60,792	0	283,644	344,436	504,256	1,151,831
Napa County		84,290	56,447	140,737	28,224	0	135,344	163,568	230,451	534,756
Solano County		236,443	158,342	394,785	79,171	0	174,438	253,609	851,667	1,500,061
Sonoma County		293,194	196,348	489,542	98,174	0	496,232	594,406	776,157	1,860,105
Yolo County		172,353	115,422	287,775	57,711	0	239,350	297,061	508,619	1,093,455
Service Territory Total	27B-5014	1,147,715	768,606	1,916,321	384,303	0	1,711,518	2,095,821	3,269,273	7,281,415
15 Lassen County - Lassen Economic Development Corporation	27B-5015	120,679	80,817	201,496	40,408	0	429,447	469,855	94,269	765,620
Los Angeles County										
16 Area A - Maravilla Foundation	27B-5016	2,002,724	1,341,193	3,343,917	670,596	670,596	2,967,664	4,308,856	5,053,049	12,705,822
17 Area B - Pacific Asian Consortium in Employment	27B-5017	1,328,759	889,848	2,218,607	444,924	0	1,153,295	1,598,219	4,613,178	8,430,004
18 Area C - Long Beach Community Action Partnership	27B-5018	1,285,343	860,773	2,146,116	430,387	430,387	875,104	1,735,878	4,272,568	8,154,562
19 Madera County - Community Action Partnership of Madera County, Inc.	27B-5019	271,300	181,685	452,985	90,842	90,842	228,171	409,855	858,358	1,721,198
20 Marin County - Community Action Marin	27B-5020	126,590	84,775	211,365	42,388	42,388	121,675	206,451	385,303	803,119
21 Mariposa County - County of Mariposa Health & Human Services Agency	27B-5021	66,361	44,441	110,802	22,220	0	172,794	195,014	115,196	421,012

ALLOCATION SPREADSHEET

State of California
Department of Community Services and Development
Total 2027 LIHEAP Contract
Facesheet

	County/Service Territory	Contract Number	Direct Services: Weatherization: Initial WX Program	Direct Services: Weatherization: Delayed WX Program	Direct Services: Weatherization: WX Program Subtotal	Direct Services: Administration/Assurance 16/ECIP/HEAP: Allowable Admin	Direct Services: Administration/Assurance 16/ECIP/HEAP: Allowable A16	Direct Services: Administration/Assurance 16/ECIP/HEAP: ECIP/HEAP Program	Direct Services: Administration/Assurance 16/ECIP/HEAP: Admin/A16/ ECIP/HEAP Subtotal	Utility Assistance: ECIP FT/HEAP G&E Program Subtotal	Total Contract Allocation
22	Merced County - Merced County CAA	27B-5022	397,727	266,351	664,078	133,176	133,176	334,500	600,852	1,258,357	2,523,287
23	Modoc - T.E.A.C.H. Inc. (NON WEATHERIZATION/ASSURANCE 16)	27B-5023	0	0	0	16,805	0	168,889	185,694	132,699	318,393
24	Orange County - Community Action Partnership of Orange County	27B-5024	952,215	637,683	1,589,898	318,842	318,842	1,372,870	2,010,554	2,440,659	6,041,111
25	Placer Service Territory - Project GO, Inc.										
	Nevada County		252,076	168,811	420,887	84,405	0	711,064	795,469	382,880	1,599,236
	Placer County		261,676	175,240	436,916	87,620	0	442,887	530,507	692,721	1,660,144
	Service Territory Total	27B-5025	513,752	344,051	857,803	172,025	0	1,153,951	1,325,976	1,075,601	3,259,380
26	Plumas Service Territory - Plumas Co. Community Development Commission										
	Plumas County		79,651	53,341	132,992	26,671	0	279,989	306,660	65,677	505,329
	Sierra County		9,498	6,361	15,859	3,180	0	32,153	35,333	9,069	60,261
	Service Territory Total	27B-5026	89,149	59,702	148,851	29,851	0	312,142	341,993	74,746	565,590
27	Riverside County - Community Action Partnership of Riverside County	27B-5027	1,668,431	1,117,321	2,785,752	558,660	0	1,592,924	2,151,584	5,647,640	10,584,976
28	Sacramento Service Territory - Community Resource Project, Inc.										
	Sacramento County		1,287,031	861,904	2,148,935	430,952	0	1,954,885	2,385,837	3,630,500	8,165,272
	Sutter County		125,096	83,775	208,871	41,887	0	190,010	231,897	352,876	793,644
	Yuba County		123,168	82,484	205,652	41,242	0	219,152	260,394	315,366	781,412
	Service Territory Total	27B-5028	1,535,295	1,028,163	2,563,458	514,081	0	2,364,047	2,878,128	4,298,742	9,740,328
29	San Benito Co. - HHSA, Comm. Svcs. & Wkfs. Dev. (NON WEATHERIZATION/A16)	27B-5029	0	0	0	19,423	0	59,261	78,684	289,325	368,009
30	San Bernardino County - Community Action Partnership of San Bernardino Co.	27B-5030	2,087,895	1,398,229	3,486,124	699,115	0	2,808,888	3,508,003	6,252,042	13,246,169
31	San Diego County - Area B - Metropolitan Area Advisory Committee	27B-5031	573,790	384,258	958,048	192,129	0	1,220,149	1,412,278	1,269,952	3,640,278
32	San Joaquin Co. - San Joaquin Co. Dept. of Aging & Community Services	27B-5032	795,662	532,842	1,328,504	266,421	0	587,005	853,426	2,865,964	5,047,894
33	San Luis Obispo Co. - Community Action Partnership of San Luis Obispo Co., Inc.	27B-5033	165,326	110,716	276,042	55,358	0	351,562	406,920	365,911	1,048,873
34	Santa Barbara Co. - Community Action Commission of Santa Barbara County	27B-5034	244,814	163,948	408,762	81,974	81,974	686,320	850,268	294,137	1,553,167
35	Santa Clara Co. - Sacred Heart Community Service (NON WEATHERIZATION/A16)	27B-5035	0	0	0	149,697	0	537,321	687,018	2,149,284	2,836,302
36	Santa Cruz Service Territory - Central Coast Energy Services, Inc.										
	Monterey County		290,034	194,231	484,265	97,116	0	264,322	361,438	994,353	1,840,056
	San Francisco County		352,023	235,744	587,767	117,872	0	259,707	377,579	1,267,980	2,233,326
	San Mateo County		283,956	190,160	474,116	95,080	0	234,136	329,216	998,159	1,801,491
	Santa Cruz County		169,194	113,306	282,500	56,653	0	154,194	210,847	580,065	1,073,412
	San Benito County (WEATHERIZATION/ASSURANCE 16/EHCS)		82,809	55,456	138,265	8,305	0	10,781	19,086	0	157,351
	Santa Clara County (WEATHERIZATION/ASSURANCE 16/EHCS)		638,216	427,403	1,065,619	64,005	0	83,091	147,096	0	1,212,715
	Service Territory Total	27B-5036	1,816,232	1,216,300	3,032,532	439,031	0	1,006,231	1,445,262	3,840,557	8,318,351
37	Shasta/Tehama Service Territory - Self-Help Home Improvement Project, Inc.										
	Shasta County		318,910	213,569	532,479	106,784	106,784	676,919	890,487	600,286	2,023,252
	Tehama County		152,617	102,205	254,822	51,102	51,102	323,944	426,148	287,271	968,241
	Service Territory Total	27B-5037	471,527	315,774	787,301	157,886	157,886	1,000,863	1,316,635	887,557	2,991,493
38	Siskiyou County - Great Northern Services	27B-5038	178,210	119,344	297,554	59,672	0	409,896	469,568	363,492	1,130,614
39	Stanislaus County - Central Valley Opportunity Center, Incorporated	27B-5039	677,562	453,752	1,131,314	226,876	0	529,280	756,156	2,411,166	4,298,636
40	Tulare County - Community Services & Employment Training, Inc.	27B-5040	799,622	535,494	1,335,116	267,747	0	1,041,046	1,308,793	2,429,108	5,073,017
41	Ventura County - Community Action of Ventura County, Inc.	27B-5041	291,519	195,226	486,745	97,613	0	366,885	464,498	898,234	1,849,477
	TOTALS		26,516,547	17,757,698	44,274,245	8,878,849	2,810,324	34,350,563	46,039,736	77,914,151	168,228,132

ALLOCATION SPREADSHEET

State of California
Department of Community Services and Development
Total 2027 LIHEAP Contract
Facesheet

County/Service Territory	Initial WX Intake 8%	Initial WX Outreach 5%	Initial WX Training 5%	Approved Waiver Total WX Intake 8%	Approved Waiver Total WX Outreach 5%	Approved Waiver Total WX Training 5%	ECIP/HEAP Intake 8%	ECIP/HEAP Outreach 5%	ECIP/HEAP Training 2%	ECIP/HEAP Client Ed 2%
1 Alameda County - Spectrum Community Services, Inc.	50,600	31,625	31,625	84,486	52,804	52,804	219,591	137,244	54,898	54,898
2 Amador/Tuolumne Service Territory - Amador-Tuolumne CAA										
Amador County	3,779	2,362	2,362	6,310	3,944	3,944	15,136	9,460	3,784	3,784
Calaveras County	7,519	4,699	4,699	12,554	7,846	7,846	30,111	18,819	7,528	7,528
Tuolumne County	10,826	6,766	6,766	18,076	11,297	11,297	43,356	27,098	10,839	10,839
Service Territory Total	22,124	13,827	13,827	36,940	23,087	23,087	88,603	55,377	22,151	22,151
3 Butte County - CAA of Butte County, Inc.	28,732	17,957	17,957	47,973	29,983	29,983	124,688	77,930	31,172	31,172
4 Colusa Service Territory - Glenn County Community Action Department										
Colusa County	1,942	1,214	1,214	3,243	2,027	2,027	8,428	5,268	2,107	2,107
Glenn County	2,996	1,873	1,873	5,003	3,127	3,127	13,004	8,127	3,251	3,251
Trinity County	2,587	1,617	1,617	4,319	2,700	2,700	11,227	7,017	2,807	2,807
Service Territory Total	7,525	4,704	4,704	12,565	7,854	7,854	32,659	20,412	8,165	8,165
5 Contra Costa Co. - Contra Costa Employment & Human Services Dept/CSB	49,612	31,008	31,008	82,837	51,773	51,773	215,306	134,566	53,826	53,826
6 Del Norte County - Del Norte Senior Center, Inc.	6,627	4,142	4,142	11,064	6,915	6,915	28,757	17,973	7,189	7,189
7 El Dorado Service Territory - El Dorado Co. Health & Human Services Agency										
Alpine County	495	309	309	826	516	516	2,147	1,342	537	537
El Dorado County	22,453	14,033	14,033	37,489	23,431	23,431	97,439	60,900	24,360	24,360
Service Territory Total	22,948	14,342	14,342	38,315	23,947	23,947	99,586	62,242	24,897	24,897
8 Fresno County - Fresno County Economic Opportunities Commission	124,744	77,965	77,965	208,283	130,177	130,177	541,358	338,349	135,340	135,340
9 Humboldt Service Territory - Redwood CAA										
Humboldt County	21,270	13,293	13,293	35,513	22,196	22,196	92,304	57,690	23,076	23,076
Modoc Co. (WEATHERIZATION/ASSURANCE 16)	5,560	3,475	3,475	9,283	5,802	5,802	0	0	0	0
Service Territory Total	26,830	16,768	16,768	44,796	27,998	27,998	92,304	57,690	23,076	23,076
10 Imperial Service Territory - Campesinos Unidos, Inc.										
Imperial County	13,908	8,692	8,692	23,222	14,513	14,513	55,699	34,812	13,925	13,925
San Diego County - Area A	71,862	44,914	44,914	119,986	74,991	74,991	287,799	179,874	71,950	71,950
Service Territory Total	85,770	53,606	53,606	143,208	89,504	89,504	343,498	214,686	85,875	85,875
11 Inyo Service Territory - Inyo Mono Advocates for Community Action, Inc.										
Inyo County	2,776	1,735	1,735	4,636	2,897	2,897	12,049	7,530	3,012	3,012
Mono County	4,250	2,656	2,656	7,096	4,435	4,435	18,444	11,527	4,611	4,611
Service Territory Total	7,026	4,391	4,391	11,732	7,332	7,332	30,493	19,057	7,623	7,623
12 Kern County - Community Action Partnership of Kern	103,367	64,604	64,604	172,590	107,869	107,869	413,973	258,733	103,493	103,493
13 Kings County - Kings Community Action Organization, Inc.	16,765	10,478	10,478	27,992	17,495	17,495	72,755	45,472	18,189	18,189
14 Lake Service Territory - North Coast Energy Services, Inc.										
Lake County	14,390	8,994	8,994	24,027	15,017	15,017	62,451	39,032	15,613	15,613
Mendocino County	14,524	9,078	9,078	24,251	15,157	15,157	63,032	39,395	15,758	15,758
Napa County	6,743	4,215	4,215	11,259	7,037	7,037	29,264	18,290	7,316	7,316
Solano County	18,915	11,822	11,822	31,583	19,739	19,739	82,088	51,305	20,522	20,522
Sonoma County	23,456	14,660	14,660	39,163	24,477	24,477	101,791	63,619	25,448	25,448
Yolo County	13,788	8,618	8,618	23,022	14,389	14,389	59,838	37,398	14,959	14,959
Service Territory Total	91,816	57,387	57,387	153,305	95,816	95,816	398,464	249,039	99,616	99,616
15 Lassen County - Lassen Economic Development Corporation	9,654	6,034	6,034	16,120	10,075	10,075	41,897	26,186	10,474	10,474
Los Angeles County										
16 Area A - Maravilla Foundation	160,218	100,136	100,136	267,513	167,196	167,196	641,657	401,036	160,414	160,414
17 Area B - Pacific Asian Consortium in Employment	106,301	66,438	66,438	177,489	110,930	110,930	461,318	288,324	115,329	115,329
18 Area C - Long Beach Community Action Partnership	102,827	64,267	64,267	171,689	107,306	107,306	411,814	257,384	102,953	102,953
19 Madera County - Community Action Partnership of Madera County, Inc.	21,704	13,565	13,565	36,239	22,649	22,649	86,922	54,326	21,731	21,731
20 Marin County - Community Action Marin	10,127	6,330	6,330	16,909	10,568	10,568	40,558	25,349	10,140	10,140
21 Mariposa County - County of Mariposa Health & Human Services Agency	5,309	3,318	3,318	8,864	5,540	5,540	23,039	14,400	5,760	5,760

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ALLOCATION SPREADSHEET

State of California
Department of Community Services and Development
Total 2027 LIHEAP Contract
Facesheet

	County/Service Territory	Initial WX Intake 8%	Initial WX Outreach 5%	Initial WX Training 5%	Approved Waiver Total WX Intake 8%	Approved Waiver Total WX Outreach 5%	Approved Waiver Total WX Training 5%	ECIP/HEAP Intake 8%	ECIP/HEAP Outreach 5%	ECIP/HEAP Training 2%	ECIP/HEAP Client Ed 2%
22	Merced County - Merced County CAA	31,818	19,886	19,886	53,126	33,204	33,204	127,429	79,643	31,857	31,857
23	Modoc - T.E.A.C.H. Inc. (NON WEATHERIZATION/ASSURANCE 16)	0	0	0	0	0	0	24,127	15,079	6,032	6,032
24	Orange County - Community Action Partnership of Orange County	76,177	47,611	47,611	127,192	79,495	79,495	305,082	190,676	76,271	76,271
25	Placer Service Territory - Project GO, Inc.										
	Nevada County	20,166	12,604	12,604	33,671	21,044	21,044	87,516	54,697	21,879	21,879
	Placer County	20,934	13,084	13,084	34,953	21,846	21,846	90,849	56,780	22,712	22,712
	Service Territory Total	41,100	25,688	25,688	68,624	42,890	42,890	178,365	111,477	44,591	44,591
26	Plumas Service Territory - Plumas Co. Community Development Commission										
	Plumas County	6,372	3,983	3,983	10,639	6,650	6,650	27,653	17,283	6,913	6,913
	Sierra County	760	475	475	1,269	793	793	3,298	2,061	824	824
	Service Territory Total	7,132	4,458	4,458	11,908	7,443	7,443	30,951	19,344	7,737	7,737
27	Riverside County - Community Action Partnership of Riverside County	133,474	83,422	83,422	222,860	139,288	139,288	579,245	362,028	144,811	144,811
28	Sacramento Service Territory - Community Resource Project, Inc.										
	Sacramento County	102,962	64,352	64,352	171,915	107,447	107,447	446,831	279,269	111,708	111,708
	Sutter County	10,008	6,255	6,255	16,710	10,444	10,444	43,431	27,144	10,858	10,858
	Yuba County	9,853	6,158	6,158	16,452	10,283	10,283	42,761	26,726	10,690	10,690
	Service Territory Total	122,823	76,765	76,765	205,077	128,174	128,174	533,023	333,139	133,256	133,256
29	San Benito Co. - HHSA, Comm. Svcs. & Wkfs. Dev. (NON WEATHERIZATION/A16)	0	0	0	0	0	0	27,887	17,429	6,972	6,972
30	San Bernardino County - Community Action Partnership of San Bernardino Co.	167,032	104,395	104,395	278,890	174,306	174,306	724,874	453,047	181,219	181,219
31	San Diego County - Area B - Metropolitan Area Advisory Committee	45,903	28,690	28,690	76,644	47,902	47,902	199,208	124,505	49,802	49,802
32	San Joaquin Co. - San Joaquin Co. Dept. of Aging & Community Services	63,653	39,783	39,783	106,280	66,425	66,425	276,238	172,648	69,059	69,059
33	San Luis Obispo Co. - Community Action Partnership of San Luis Obispo Co., Inc.	13,226	8,266	8,266	22,083	13,802	13,802	57,398	35,874	14,349	14,349
34	Santa Barbara Co. - Community Action Commission of Santa Barbara County	19,585	12,241	12,241	32,701	20,438	20,438	78,437	49,023	19,609	19,609
35	Santa Clara Co. - Sacred Heart Community Service (NON WEATHERIZATION/A16)	0	0	0	0	0	0	214,928	134,330	53,732	53,732
36	Santa Cruz Service Territory - Central Coast Energy Services, Inc.										
	Monterey County	23,203	14,502	14,502	38,741	24,213	24,213	100,694	62,934	25,174	25,174
	San Francisco County	28,162	17,601	17,601	47,021	29,388	29,388	122,215	76,384	30,554	30,554
	San Mateo County	22,716	14,198	14,198	37,929	23,706	23,706	98,584	61,615	24,646	24,646
	Santa Cruz County	13,536	8,460	8,460	22,600	14,125	14,125	58,741	36,713	14,685	14,685
	San Benito County (WEATHERIZATION/ASSURANCE 16/EHCS)	6,625	4,140	4,140	11,061	6,913	6,913	862	539	216	216
	Santa Clara County (WEATHERIZATION/ASSURANCE 16/EHCS)	51,057	31,911	31,911	85,250	53,281	53,281	6,647	4,155	1,662	1,662
	Service Territory Total	145,299	90,812	90,812	242,602	151,626	151,626	387,743	242,340	96,937	96,937
37	Shasta/Tehama Service Territory - Self-Help Home Improvement Project, Inc.										
	Shasta County	25,513	15,946	15,946	42,598	26,624	26,624	102,176	63,860	25,544	25,544
	Tehama County	12,209	7,631	7,631	20,386	12,741	12,741	48,897	30,561	12,224	12,224
	Service Territory Total	37,722	23,577	23,577	62,984	39,365	39,365	151,073	94,421	37,768	37,768
38	Siskiyou County - Great Northern Services	14,257	8,911	8,911	23,804	14,878	14,878	61,871	38,669	15,468	15,468
39	Stanislaus County - Central Valley Opportunity Center, Incorporated	54,205	33,878	33,878	90,505	56,566	56,566	235,236	147,022	58,809	58,809
40	Tulare County - Community Services & Employment Training, Inc.	63,970	39,981	39,981	106,809	66,756	66,756	277,612	173,508	69,403	69,403
41	Ventura County - Community Action of Ventura County, Inc.	23,322	14,576	14,576	38,940	24,337	24,337	101,210	63,256	25,302	25,302
	TOTALS	2,121,324	1,325,832	1,325,832	3,541,938	2,213,713	2,213,713	8,981,177	5,613,233	2,245,295	2,245,295

SCO ID: 4700-27B-5012-0

STATE OF CALIFORNIA-DEPARTMENT OF GENERAL SERVICE
STANDARD AGREEMENT
STD 213 (Rev. 04/2020)

AGREEMENT NUMBER	PURCHASING AUTHORITY NUMBER (If Applicable)
27B-5012	**DCSD-4700**

1. This Agreement is entered into Contracting Agency and the Contractor Named Below:

CONTRACTING AGENCY NAME
Department of Community Service And Development

CONTRACTOR'S NAME
Community Action Partnership of Kern

2. The term of this Agreement is:

START DATE
10/01/2026

THROUGH END DATE
06/30/2028

3. The maximum amount of this Agreement is:
$8,197,325.00

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement

Preamble
Article 1 – Scope of Work
Article 2 – Contract, Administration and Procedure
Article 3 – Contract Changes
Article 4 – Administrative Policies and Procedures
Article 5 – Administrative and Program Expenditures Requirements
Article 6 – Reporting Policies and Procedures
Article 7 – Program Policies and Procedures
Article 8 – Program Implementation
Article 9 – Training, Licensing and Certifications
Article 10 – Compliance Policies and Procedures
Article 11 – Federal and State Policy Provisions
Article 12 – General Terms and Conditions GTC 02/2025
Article 13 – Definitions
Article 14 – Forms and Documents Incorporated by Reference

These documents can be accessed at https://providers.csd.ca.gov/.

**Items shown with an asterisk (*) are hereby incorporated by reference and made part of this agreement as if attached hereto.*
These documents can be viewed at https://www.dgs.ca.gov/OLS/Resources

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)
Community Action Partnership of Kern

CONTRACTOR BUSINESS ADDRESS	**CITY**	**STATE**	**ZIP**
1300 18TH ST STE 200	Bakersfield	CA	93309

PRINTED NAME OF PERSON SIGNING	**TITLE**

CONTRACTOR AUTHORIZED SIGNATURE	**DATE SIGNED**

SCO ID: 4700-27B-5012-0

STATE OF CALIFORNIA-DEPARTMENT OF GENERAL SERVICE
STANDARD AGREEMENT
STD 213 (Rev. 04/2020)

AGREEMENT NUMBER	PURCHASING AUTHORITY NUMBER (If Applicable)
27B-5012	**DCSD-4700**

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME			
Department of Community Service And Development			
CONTRACTING AGENCY ADDRESS 2389 Gateway Oaks Drive, Suite 100	**CITY** Sacramento	**STATE** CA	**ZIP** 95833
PRINTED NAME OF PERSON SIGNING	**TITLE**		
CONTRACTING AGENCY AUTHORIZED SIGNATURE	**DATE SIGNED**		
CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	**EXEMPTION (IF Applicable)** I hereby certify that all conditions for exemption have been complied with, and the document is exempt from the Department of General Services approval.		

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Department of Community Services and Development
CSD 279 (Rev. 4/2022)

Community Services and Development
Federal Funding Accountability and Transparency Act Report Form

Return with the Contract

As of October 1, 2010, CSD is required to comply with sub-award reporting requirements of the Federal Funding Accountability and Transparency Act (FFATA). CSD must file the FFATA sub- award report by the end of the month following the month in which CSD awards funds greater than or equal to $25,000 to any agency/service provider. In accordance with terms of the CSD agreement, agencies are required to provide the information requested in this form on or beforethe above due date. Failure to timely submit the completed form may result in "high-risk" designation and/or imposition of additional special terms and conditions on the agency's eligibility for CSD funds.

Please e-mail completed report form to the program e-mail address listed below:

Department of Energy Weatherization Assistance Program: Wx@csd.ca.gov
Community Services Block Grant: csbg.div@csd.ca.gov
Low Income Home Energy Assistance Program: Wx@csd.ca.gov

AGENCY/SUB-AWARDEE INFORMATION

Agency Name		
Program Type **(Check One)**	☐**CSBG** ☐**LIHEAP** ☐**DOE WAP** ☐**OTHER** _____	
Contract Number		
Performance Period(s) (mm/dd/yy - mm/dd/yy)		
Agency Unique Entity ID (SAM.gov) **NEW**		
Agency Primary Contact Information *(person responsible for completing thisform)*	Name:	
	Title:	
	E-Mail:	
	Phone:	
Location of Agency	Mailing Address:	
	State:	
	Zip + 4 Digits (+4 digit is required)	
	U.S. Congressional District:	
	State Assembly District:	
	State Senate District:	

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Place of Performance *(where program funds are primarily spent, if different from agency location above)*	Mailing Address:	
	State:	
	Zip + 4 Digits (+4 digit is required)	
	U.S. Congressional District:	
	State Assembly District:	
	State Senate District:	
Agency (Sub-Awardee) Executive Compensation Reporting	Is more than 80% of your agency's annual gross revenue from the Federal government? ☐ Yes ☐ No (If YES, continue to the next question. **If NO, you are now finished completing this form.)**	
	Does your agency's total annual federal funding exceed $25 million? ☐ Yes ☐ No (If YES, continue to the next question. **If NO, you are now finished completing this form.)**	
	Is your agency one of the entities described below? ☐ Yes ☐ No ▪ A tax-exempt nonprofit entity required to file an annual Form 990 return with the Internal Revenue Service (IRS). ▪ A publicly owned corporation required to file annual reports with the Securities and Exchange Commission (SEC).	
	(If NO, please list the names and compensation of your agency's top five highest compensated employees in the spaces below. If YES, you are now finished completing this form.)	
Five Highest Compensated Executives/Employees	Name	
	Compensation	
	Name	
	Compensation	
	Name	
	Compensation	
	Name	
	Compensation	
	Name	
	Compensation	

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Description of Information Requested

Place of Performance

Address represents where the prime recipient is performing the majority of work funded. If the award fundsmultiple projects in different locations, then an address such as a city hall or county seat may be the most appropriate if it represent where the majority of funds are being used.

Agency/Sub-Awardee Executive Compensation Reporting

Sub-awardees must report the total compensation and names of the top five executives in the organization if:

a) More than 80% of the annual gross revenues are from the Federal government, and those revenues aregreater than $25 million annually; and

b) Compensation information is not readily available through reporting to the to the IRS on a Form 990 (section6104 of the Internal Revenue Code of 1986), or through reporting to Securities and Exchange Commission (SEC).SEC reporting is required for publicly owned/traded corporations.

Exemptions: Refer to 2 CFR
Part 170 for exemption criteria. http://www.gpo.gov/fdsys/pkg/CFR-2012-title2-vol1/pdf/CFR-2012-title2-vol1-part170.pdf

Additional Resources

Unique Entity ID (UEI Number)	
On April 4, 2022, the D-U-N-S® Number will be removed and the Unique Entity ID (SAM) will be the authoritative identifier. This ID is used within SAM.gov and other government award and financial systems to identify a unique entity. The transition to the Unique Entity ID (SAM) is a federal governmentwide initiative.	https://sam.gov/content/home https://gsa.gov/entityid
Zip Code + 4 Digit Zip	
Use the United States Postal Service website to identify your +4 digit zip	https://tools.usps.com/go/ZipLookupAction!input.action
Congressional District	
Use the following sites to identify your congressional district	
U.S. Congressional District	http://www.house.gov/representatives/find/
State Assembly and Senate District	http://findyourrep.legislature.ca.gov/
Reporting Requirement Regulations	
The Federal Funding Accountability and Transparency Act of 2006	http://www.gpo.gov/fdsys/pkg/PLAW-109publ282/html/PLAW-109publ282.htm
FFATA Subaward Reporting System (FSRS) website	https://www.fsrs.gov/

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Contractor Certification Clause

CCC 1005

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed)	Federal ID Number

By (Authorized Signature)

Printed Name and Title of Person Signing

Date Executed	Executed in the County of

CONTRACTOR CERTIFICATION CLAUSES

STATEMENT OF COMPLIANCE:

Contractor has, unless exempted, complied with the nondiscrimination program requirements. (GC 12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

DRUG-FREE WORKPLACE REQUIREMENTS:

Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a) Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b) Establish a Drug-Free Awareness Program to inform employees about:

1) the dangers of drug abuse in the workplace;

2) the person's or organization's policy of maintaining a drug-free workplace;

3) any available counseling, rehabilitation and employee assistance programs;

and,

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

4) penalties that may be imposed upon employees for drug abuse violations.

c) Provide that every employee who works on the proposed Agreement will:
1) receive a copy of the company's drug-free policy statement; and,

2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: (1) the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

NATIONAL LABOR RELATIONS BOARD CERTIFICATION:

Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court which orders Contractor to comply with an order of the National Labor Relations Board. (PCC 10296) (Not applicable to public entities.)

CONTRACTS FOR LEGAL SERVICES $50,000 OR MORE- PRO BONO REQUIREMENT:

Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm’s offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

EXPATRIATE CORPORATIONS:

Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

DOMESTIC PARTNERS:

For contracts executed or amended after July 1, 2004, the contractor may elect to offer domestic partner benefits to the contractor's employees in accordance with Public Contract Code section 10295.3. However, the contractor cannot require an employee to cover the costs of providing any benefits which have otherwise been provided to all employees regardless of marital or domestic partner status.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

CONFLICT OF INTEREST:

Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

a) Current State Employees (PCC 10410):

1) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

b) Former State Employees (PCC 10411):

1) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

2) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (PCC 10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (PCC 10430 (e))

LABOR CODE/WORKERS' COMPENSATION:

Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

AMERICANS WITH DISABILITIES ACT:

Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

CONTRACTOR NAME CHANGE:

An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

RESOLUTION:

A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

AIR OR WATER POLLUTION VIOLATION:

Under the State laws, the Contractor shall not be*:* (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

PAYEE DATA RECORD FORM STD. 204:

This form must be completed by all contractors that are not another state agency or other government entity.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

CERTIFICATION REGARDING LOBBYING

DEPARTMENT OF HEALTH AND HUMAN SERVICES
FAMILY SUPPORT ADMINISTRATION

PROGRAM: **Low-Income Home Energy Assistance (LIHEAP)**

PERIOD: **October 1, 2026 through June 30, 2028**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award document for subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Title	**Signature**
Agency/Organization	**Date**

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Complete the form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
☐ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	☐ a. bid/offer/application b. initial award c. post-award	☐ a. initial filing b. material change For Material Change Only: year _____ quarter date of Last report

4. Name and Address of Reporting Entity:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:
☐ Prime ☐ Subawardee Tier _____, *if known:* Congressional District, *if known:*	Congressional District, *if known:*
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, *If applicable:*
8. Federal Action Number, *if known:*	9. Award Amount, *if known:* $
10. a. Name address of Lobbying Entity *(if individual, last name, first, name, MI):*	b. Individuals Performing Services *(including address if different from No. 10a)* *(last name, first name, MI):*

(attach Continuation Sheet(s) SF-LLL-A, *if necessary*)

11. Amount of Payment *(check all that apply)*:	13. Type of Payment *(check all that apply)*:
$ _____ ☐ actual ☐ planned	☐ a. retainer ☐ b. one-time fee ☐ c. commission ☐ d. contingent fee ☐ e. deferred ☐ f. other; specify:
12. Form of Payment *(check all that apply)*: ☐ a. cash ☐ b. in-kind; specify: nature value	

14. Brief Description of Services Performed or to be Performed and Date(s) of Services, including officer(s), employee(s), or Member(s), contacted, for Payment indicated in Item 11:

(attach Continuation Sheet(s) SF-LLL-A, *if necessary*)

15. Continuation Sheet(s) SF-LLL-A attached: ☐ Yes ☐ No

16	
Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1353. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty for not less than $10,000 and not more than $100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____

Federal Use Only:	Authorized for Local Reproductions Standard Form – LLL

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

DISCLOSURE OF LOBBYING ACTIVITIES

CONTINUATION SHEET

Approved by OMB
0348-0046

Reporting Entity: _____ **Page** _____ **of**

Authorized for Local Reproduction

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

INSTRUCTION FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identity the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, state and ZIP Code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in Item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full name of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.

15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.

16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budgets. Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

TABLE OF CONTENTS

ARTICLE 1 - SCOPE OF WORK 4

1.1 General 4
1.2 Service Area 4
1.3 Term and Amount of Contract 4
1.4 Program Authorities – Requirements, Standards and Guidance 5
1.5 Conflict of Laws 5
1.6 Duplication of Services 7

ARTICLE 2 – CONTRACT ADMINISTRATION AND PROCEDURE 8

2.1 Contractor's Option of Termination 8
2.2 Budget Contingencies 8
2.3 Miscellaneous Provisions 9

ARTICLE 3 – CONTRACT CHANGES 11

3.1 Amendment 11
3.2 Minor Modifications 11

ARTICLE 4 – ADMINISTRATIVE POLICIES AND PROCEDURES 12

4.1 Board Roster, By Laws, Resolution, and Minutes 12
4.2 Internal Controls Requirements 12
4.3 Record Retention 13
4.4 Insurance and Fidelity Bond 13
4.5 System Security Requirements 16
4.6 Travel and Per Diem 18
4.7 Conflict of Interest 19
4.8 Procurement Standards 20
4.9 Use and Disposition of Vehicles and Equipment 21
4.10 Subcontracts 21
4.11 Complaint Management Policies and Procedures 23
4.12 Fair Hearing Process for Applications for Denial of Benefits by Contractor 24
4.13 Fraud, Waste, and Abuse 24

ARTICLE 5 – ADMINISTRATIVE AND PROGRAM EXPENDITURES REQUIREMENTS 26

5.1 Budget Guidelines 26
5.2 Utility Assistance Expenditure Requirements 27
5.3 Working Capital Advance and Major Purchase Advances 28
5.4 Program Income 30
5.5 Wood, Propane and Oil Returned Payments 31

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.6 Allowable Costs 32
5.7 Service Area Expenditures Requirements 40
5.8 Reimbursement Guidelines 42
ARTICLE 6 – REPORTING POLICIES AND PROCEDURES 54
6.1 Reporting Requirements 54
ARTICLE 7 – PROGRAM POLICIES AND PROCEDURES 58
7.1 LIHEAP Agency Local Plan 58
7.2 Program Standards and Regulatory Requirements 58
7.3 Prioritization of Services 61
7.4 Service Priority Guidelines 61
7.5 Outreach and Intake Activity Guidelines 62
7.6 Assurance 16 64
7.7 Leveraging Activities 65
7.8 Record-Keeping Responsibilities 66
ARTICLE 8 – PROGRAM IMPLEMENTATION 75
8.1 HEAP/WPO Activity Guidelines 75
8.2 Weatherization Activity Guidelines 76
8.3 Energy Crisis Intervention Program (ECIP) Services Activity Guidelines 88
8.4 ECIP Fast Track and HEAP Electric and Gas Pledge Guidelines 95
8.5 SWEATS and PSPS Activity Guidelines 95
8.6 Quality Assurance 96
ARTICLE 9 – TRAINING, LICENSING, AND CERTIFICATIONS 101
9.1 Training Requirements 101
9.2 Contractor Licensing 101
9.3 Special Licensing - Weatherization 102
9.4 Environmental Protection Agency (EPA) Certifications 102
9.5 Mandatory Training 102
ARTICLE 10 – COMPLIANCE POLICIES AND PROCEDURES 103
10.1 Right to Monitor, Audit, and Investigate 103
10.2 Auditing Standards and Reports 103
10.3 Compliance Monitoring 105
10.4 Enforcement Process - Noncompliance with Requirement of this Contract 108
10.5 Service Delivery and Expenditure Requirements 114
ARTICLE 11 – FEDERAL AND STATE POLICY PROVISIONS 117
11.1 Certifications 117

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

11.2 Provisions for Federally Funded Grants 117
11.3 Federal Certifications Regarding Debarment, Suspension, and Related Matters 119
11.4 Affirmative Action Compliance 120
11.5 Nondiscrimination Compliance 120
11.6 Contractor Fair Hearing - Civil Rights Act Violation 121
11.7 Specific Assurances 121
ARTICLE 12 – GENERAL TERMS AND CONDITIONS GTC 02/2025 123
ARTICLE 13 - DEFINITIONS 124
ARTICLE 14 - FORMS AND DOCUMENTS INCORPORATED BY REFERENCE 134

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

PREAMBLE

This subvention contract, for the implementation of the Low Income Home Energy Assistance Program (LIHEAP) in program year 2027 ("Contract"), is entered into between the Department of Community Services and Development ("CSD" or "Department") and the contractor named on Form STD. 213, the face sheet of this document ("Contractor") and shall be enforceable on the date last signed.

NOW THEREFORE, in consideration of the promises and of the mutual agreements and covenants hereinafter set forth, CSD and Contractor hereby agree as follows:

ARTICLE 1 - SCOPE OF WORK

1.1 General

1.1.1 Contractor shall provide services under the weatherization (WX) program, Home Energy Assistance Program (HEAP), and Energy Crisis Intervention Program (ECIP) to eligible participants residing in the service area described in Section 1.2, pursuant to all applicable federal and state statutes and regulations. Contractor shall provide crisis services and activities to the low-income community within its service area through at least March 15, 2027.

1.1.2 The LIHEAP Assistance Listing Number is 93.568. The award is fully funded through the United States Department of Health and Human Services (HHS).

1.2 Service Area

1.2.1 The services shall be performed in the Service Territory comprised of the following service area(s):

The 2027 LIHEAP Contractor Numbers and Service Areas listing may be accessed at CSD's Local Agencies Portal (CSD LAP) under the Supporting Documents section at https://agencies.csd.ca.gov/home/Energy/Pages/Contracts.aspx.

1.2.2 Contractors that provide services in Los Angeles and San Diego counties shall refer to the ZIP Codes Listing on the CSD LAP to determine the zip codes for their respective area.

1.3 Term and Amount of Contract

1.3.1 The term of this Contract shall be the period represented on Standard Agreement STD. 213.

1.3.2 The contract amount as represented on Standard Agreement STD. 213 consists of

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Contractor's total allocation to include the "Direct Services" and "Utility Assistance" portions attributable to Contractor's service area(s).

1.3.3 Direct Services and Utility Assistance funding, as defined in Article 13, Definitions, that are allocated to Contractor, shall be expended, reported, and accounted for in accordance with the provisions of this Contract.

1.4 Program Authorities – Requirements, Standards and Guidance

1.4.1 All services and activities are to be provided in accordance with applicable federal, state, and local laws and regulations, which may be amended from time to time, including but not limited to, the following:

1.4.1.1 The Low-Income Home Energy Assistance Act of 1981 (42 United States Code (USC) § 8621 et seq.), and the Low Income Home Energy Assistance Program regulations (45 Code of Federal Regulations (CFR) Part 96, Subpart H);

1.4.1.2 The California Government Code (Cal. Gov. Code) § 16367.5 et seq., as amended, and Low Income Home Energy Assistance Program Regulations (Title 22 of the California Code of Regulations (CCR) § 100800 et seq.);

1.4.1.3 The Single Audit Act (31 USC § 7501 et seq.); and

1.4.1.4 The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located under 2 CFR Part 200 and 2 CFR Part 300.

1.5 Conflict of Laws

Contractor shall comply with all applicable laws, regulations, requirements, standards, and guidelines contained in the authorities listed below, as they may be amended from time to time, regarding procurement, administrative, and other costs claimed under this Contract, including those costs incurred pursuant to subcontracts executed by Contractor, notwithstanding any language contained in the following authorities that might otherwise exempt Contractor from their applicability. To the extent that the requirements, standards, or guidelines in this Contract directly conflict with any State or federal law or regulation, the federal law or regulation shall take precedence, and then state law; unless, under specified circumstances, a provision of federal law applicable to block grants, such as 45 CFR § 96.30, allows for the application of state law.

1.5.1 CSD shall provide Contractor with specific program guidance, which shall be binding on the Contractor as a condition of the Contractor's participation in LIHEAP, and as a condition of receipt of funds under the program, provided:

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

1.5.2 That such guidance shall be issued by CSD in writing in the form of "CSD Program Notice (CPN)" or "CSD Program Advisory (CPA)" posted on the CSD Local Agencies Portal (LAP);

1.5.3 Such guidance shall be issued by CSD in the most timely and expeditious manner practicable;

1.5.3.1 Such guidance shall be reasonably necessary to realize the purposes of LIHEAP;

1.5.3.2 Major and material changes in the program and requirements which substantially affect the Contractor's and CSD's ability to fulfill their obligations or otherwise serve to create a substantial hardship on either the Contractor or CSD shall be subject to an amendment to this Contract;

1.5.3.3 Contractor shall notify CSD within 10 business days of issuance of a CPN or CPA, if Contractor is unable to fulfill its obligations under the new guidance;

1.5.3.4 That the parties' failure to execute a mutually acceptable amendment or CPN or CPA, as contemplated in subsection 1.5.1 and 1.5.2, in a reasonable period of time, shall result in this Contract being without force and effect subject only to such provisions contained herein as are intended to survive the Contract in accordance with the express and implied provisions of applicable federal and state law; and

1.5.3.5 That upon CSD's good faith determination a sufficient and necessary amendment or policy guidance (issued via CPN or CPA) cannot be implemented in accordance with this section, the Contractor shall be notified in writing and the Contract shall be "closed out" and the funds disposed in accordance with established CSD procedure and policy and as required under federal and state law.

1.5.4 The federal and state laws, regulations, and other authorities referenced in this Section are hereby incorporated by reference into this Contract.

1.5.5 Contract Elements Integral to Contract and Enforceability Conditions

1.5.5.1 Contractor shall provide the following documents, satisfactory to CSD in form and substance, together with an executed copy of this Contract before CSD executes and returns the Contract to Contractor for implementation:

1.5.5.1.1 Federal Funding Accountability and Transparency Act Report (CSD 279);

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

1.5.5.1.2 Certification Regarding Lobbying/Disclosure of Lobbying Activities;

1.5.5.1.3 Contractor Certification Clauses (CCC-04/2017);

1.5.5.1.4 Current Insurance or Self-Insurance Authority Certification;

1.5.5.1.5 Board Resolution authorizing execution of this Contract;

1.5.5.1.6 Agency Local Plan (referenced in Article 7.1);

1.5.5.1.7 LIHEAP Production Plan (CSD 622) (referenced in Article 5.7); and

1.5.5.1.8 Agency Staff and Board Roster (CSD 188).

1.5.5.2 The Agency Local Plan and forms must be completed by Contractor before CSD will execute the Contract and Contractor is authorized to commence work. At its discretion, CSD may execute this Contract pending its review and final approval of Contractor's submission, provided Contractor acts in good faith to rectify any outstanding issues associated with the documents submitted pursuant to Section 1.5.5.1. All documents submitted pursuant to Section 1.5.5.1 shall become part of this Contract.

1.6 Duplication of Services

Dwellings that have received Low-Income Weatherization Program (LIWP) funded energy efficiency measures do not qualify for additional energy efficiency measures under this Contract, except for the following:

1.6.1 Assessment and installation of Health and Safety measures not installed through LIWP;

1.6.2 Reweatherization in accordance with LIHEAP requirements;

1.6.3 Call-backs in accordance with LIHEAP requirements; or

1.6.4 Emergency Heating and Cooling Services in accordance with the LIHEAP requirements.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ARTICLE 2 – CONTRACT ADMINISTRATION AND PROCEDURE

2.1 Contractor's Option of Termination

2.1.1 Notwithstanding the provisions of Section 1.5.1, Contractor may elect to terminate this Contract rather than adhere to the procedures set out in Section 1.5.1, should Contractor determine that any subsequent program guidance or proposed amendment to the Contract is unjustifiably onerous or otherwise counter to Contractor's legitimate business interests and ability to implement the Contract in an effective and reasonable manner, provided:

2.1.1.1 The notice of termination is in writing, delivered by U.S. Certified Mail, Return Receipt Requested;

2.1.1.2 The notice of termination shall be effective 30 calendar days after receipt by CSD; and

2.1.1.3 The notice of termination contains a statement of the reasons for termination with reference to the specific provision(s) in the program guidance or proposed amendment in question.

2.1.2 Contractor shall be entitled to reimbursement for all allowable costs incurred prior to Contract termination. Such reimbursement shall be in accordance with the program guidance and contract provisions in effect at the time the cost was incurred.

2.1.3 Contractor shall, within 60 calendar days of termination, close-out the contract in accordance with contractual close-out procedures.

2.1.4 CSD may at its option procure a temporary replacement provider, and may at its option designate a permanent replacement provider for Contractor's service area in accordance with federal and state law.

2.2 Budget Contingencies

2.2.1 Federal Budget Contingency

2.2.1.1 Because of uncertainty in the federal budget process, this Contract may be executed before the availability and amounts of federal funding can be ascertained, in order to minimize delays in the provision of services and the distribution of funds. The obligations of the parties under this Contract are expressly contingent on adequate funding being made available to CSD by the United States government.

2.2.1.2 If federal funding for any fiscal year is reduced to such degree that CSD

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

reasonably determines that the program cannot be implemented effectively, CSD shall at its sole discretion have the option either to terminate this Contract upon written notice to Contractor or, in the alternative, to offer an amendment addressing the reduced funding. If the parties fail to reach an agreement on such amendment, CSD may, at its option, give written notice of termination without further obligation by either party except for contract close-out obligations and final settlement.

2.2.1.3 If federal funding authorities condition funding on any obligations, restrictions, limitations, or conditions not in existence when this Contract was executed, this Contract shall be amended by mutual agreement for compliance with such obligations, restrictions, limitations, or conditions. Failure of the parties to reach an agreement on such amendment shall render this Contract without force and effect.

2.2.1.4 Subject to the provisions of subsection 2.2.1.2, CSD shall authorize expenditures of funds under this Contract based on any Continuing Resolution appropriations that are adequate for the purpose. CSD shall notify the Contractor in writing of authorized interval funding levels.

2.2.2 State Budget Contingency

2.2.2.1 If funds are not appropriated for implementation of LIHEAP through the State budget process or otherwise, whether in the current year and/or any subsequent year covered by this Contract, this Contract shall be of no further force and effect. Upon CSD's written notice to Contractor that no funds are available for contract implementation, the Contract shall be terminated, CSD shall have no obligation to pay Contractor or to furnish other consideration under this Contract, and Contractor shall not be obligated for performance.

2.2.2.2 If program funding for any fiscal year is reduced to such degree that CSD reasonably determines that the program cannot be implemented effectively, CSD shall at its sole discretion have the option either to terminate this Contract upon written notice to Contractor or, in the alternative, to offer and negotiate an amendment addressing the reduced funding. If the parties fail to reach an agreement on such amendment, CSD may at its option give written notice of termination without further obligation by either party except for contract close-out obligations and final settlement.

2.3 Miscellaneous Provisions

2.3.1 Assignment. Neither this Contract nor any of the rights, interests, or obligations

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

under this Contract shall be assigned by any party without the prior written consent of the other parties, except in the case where responsibility for program implementation and oversight may be transferred by CSD to another State agency. In the event of such transfer, this Contract is binding on the agency to which the program is assigned.

2.3.2 Merger/Entire Contract. This Contract (including the attachments, documents and instruments referred to in this Contract) constitutes the entire Contract and understanding of the parties with respect to the subject matter of this Contract and supersedes all prior understandings and contracts, whether written or oral, among the parties with respect to such subject matter.

2.3.3 Severability. If any provision of this Contract is found to be invalid or unenforceable in any respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this Contract will not be in any way impaired and shall remain in full force and effect.

2.3.4 Notices. Unless otherwise provided herein, notice given by the parties shall be in writing, delivered personally, by United States mail, or by overnight delivery service (with confirmation). Certain reporting and other communications may be delivered electronically as specified by CSD or as is customary between the parties. Notice shall be delivered as follows:

2.3.4.1 To Contractor’s address of record; and

2.3.4.2 To CSD at:
Department of Community Services and Development
Energy Field Operations
2389 Gateway Oaks Drive, Suite 100
Sacramento, CA 95833

2.3.5 Change of Address of Record. Contractor shall promptly notify CSD of any address change, or anticipated address change, by submitting required forms to the assigned field representative. Private agencies must complete and submit the STD 204: Payee Data Record and, if applicable, the STD 205: Payee Data Record Supplement; both forms must match, including the name of the signee, the date of the signature, and the Tax ID number of the tax liable party. Governmental agencies must complete and submit a Government Agency Taxpayer Form (GATI). All forms are available on the Local Agency Portal. Failure to notify the Department and complete forms in a timely manner may result in delayed payments under this contract. Any resulting delayed payment is not the fault or responsibility of the Department.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ADMINISTRATIVE REQUIREMENTS

ARTICLE 3 – CONTRACT CHANGES

3.1 Amendment

3.1.1 Changes to this Contract shall be made by formal amendment with exceptions specified in Article 1 subsection 1.5.3 and in Section 3.2, below.

3.1.2 Contractor shall notify CSD in writing when any proposed amendment or guidance will significantly impact Contractor's Program Budget and/or Operations or ability to fulfill its obligations under this Contract. CSD will afford Contractor a reasonable opportunity and sufficient time in which to phase-in the mandated change

3.2 Minor Modifications

3.2.1 Contractor may request modifications to make minor adjustments during the Contract term. Minor Modifications shall not affect the Maximum Amount payable under this Contract.

3.2.2 Minor Modifications shall not alter the maximum limits established for specific budget line items, e.g., administrative costs, Assurance 16, intake, outreach, and training and technical assistance costs, except as otherwise provided herein.

3.2.3 To request a minor modification, Contractor shall submit a Request for Amendment/Modification Energy (CSD 509), with justification supporting the fund transfer or change request. Contractor may submit the CSD 509 to the designated CSD Field Rep via email.

3.2.4 Contractor may propose minor modifications for CSD approval, including the following:

3.2.4.1 Transferring funds to increase or decrease the Utility Assistance total allocation;

3.2.4.2 Transferring funds to increase or decrease the Wood, Propane and Oil (WPO) total allocation (ECIP WPO or HEAP WPO);

3.2.4.3 Transferring funds between target service areas, which shall be conditioned upon Contractor meeting its target service areas expenditure requirements, as stated in Article 5.7, Section 5.7.3;

3.2.4.4 Changes to the Agency Local Plan; or

3.2.4.5 Changes to Fund Transfer Requirements in Article 5.1, Section 5.1.2.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ARTICLE 4 – ADMINISTRATIVE POLICIES AND PROCEDURES

4.1 Board Roster, By Laws, Resolution, and Minutes

4.1.1 Contractor shall submit to CSD an Agency Staff and Board Roster form (CSD 188) listing the current Agency Staff and roster of members of its governing board, including contact information for each board member at a location other than the Contractor's offices, and the most recent version of the organizational bylaws. Contractor is responsible to notify CSD of any changes to the Executive Director, Program Manager, Chief Financial Officer, and board roster within 30 calendar days of such occurrence.

4.1.2 Contractor's governing board must authorize the execution of this Contract. Contractor has the option of demonstrating such authority by the signature of a Board Chair, affixed to the signature page of this Contract, or by any lawful delegation of such authority that is consistent with Contractor's bylaws.

4.1.3 Where Contractor elects to delegate the signing authority to the chief executive officer or designated officials, CSD will accept either a resolution specific to this Contract or a resolution passed by the governing board that applies to any contract entered into by Contractor. Where Contractor provides a general resolution, Contractor shall maintain documentation that the chief executive officer provided timely and effective communication of the execution and terms of this Contract to the Board. Either a specific or current general resolution must be on file with CSD before execution of this Contract by CSD.

4.1.4 If the Contractor's board is both tripartite and advisory to the elected members governing a local government, the Contractor shall submit to CSD the approved minutes from any meeting of the elected officials where matters relating to this Contract are heard, including but not limited to discussions about or decisions affecting LIHEAP. Such minutes shall be submitted to CSD no later than 30 calendar days after the related meeting.

4.2 Internal Controls Requirements

Contractor shall ensure the establishment and maintenance of a system of internal accounting and administrative control. This responsibility includes documenting the system, communicating system requirements to employees, and assuring that the system is functioning as prescribed and is modified, as appropriate, for changes in conditions. The system of internal accounting and administrative control shall be attested to within the Contractor's independent audit conducted pursuant to this Contract and shall include:

4.2.1 Segregation of duties appropriate to safeguard state assets;

4.2.2 Limited access to agency assets to authorized personnel who require these assets

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

in the performance of their assigned duties;

4.2.3 Authorization and recordkeeping procedures adequate to provide effective accounting controls over assets, liabilities, revenues, and expenditures;

4.2.4 Established practices to be followed in the performance of duties and functions;

4.2.5 Personnel of a quality commensurate with their responsibilities; and

4.2.6 Effective internal reviews.

4.3 Record Retention

4.3.1 Contractor shall maintain all records pertaining to this Contract for a minimum period of three years after submission of the final report or until resolution of all related audit or monitoring findings, enforcement actions, including cost disallowance, legal proceedings, or other pending matters, whichever is later.

4.3.2 Contractor shall retain and secure all employee and client/applicant records and information in compliance with the Federal Privacy Act of 1974, as amended (5 USC § 552a) and Information Practices Act of 1977, as amended (Cal. Civ. Code § 1798 et seq.).

4.3.3 To the extent Contractor maintains records in an electronic format, Contractor shall ensure that all records are "backed-up" or copied, utilizing appropriate, secure technology and operational procedures in order to avoid unauthorized access, permanent loss or destruction, occasioned by theft, accident, willful acts or negligence, or by fire, flood, earthquake or other natural disaster.

4.3.4 Upon request, records must be made available to the public in accordance with 22 CCR § 100860.

4.4 Insurance and Fidelity Bond

4.4.1 General Requirements

4.4.1.1 Contractor shall maintain the effective insurance policies and bonds, specified below at all times during the term of this Contract.

4.4.1.2 Contractor shall provide CSD with written notice at least 30 calendar days prior to cancellation or reduction of insurance coverage to an amount less than that required in this Contract and, prior to any lapse or reduction in coverage, provide CSD with documentation, as specified in subsection 4.4.1.3, showing substitute coverage has been obtained or alternative measures have been taken to ensure compliance with the

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

requirements of this Contract.

4.4.1.3 In the event insurance coverage expires during the term of this Contract Contractor shall provide within 30 calendar days of the expiration date, a new Certificate of Insurance (ACORD 25) for not less than the remainder of the term of this Contract. The new Certificate of Insurance (ACORD 25) shall evidence no lapse in coverage. The Certificate of Insurance (ACORD 25) shall identify and name CSD as the Certificate Holder.

4.4.1.4 New Certificates of Insurance are subject to review for content and form by CSD. Certificates of Insurance must be submitted electronically via email to: PSU@csd.ca.gov.

4.4.1.5 In the event Contractor fails to keep in effect at all times the specified insurance and bond coverage as herein provided, CSD may, in addition to any other remedies it may have, suspend this Contract.

4.4.1.6 With the exception of workers' compensation and fidelity bond, CSD shall be named as an additional insured on all certificates of insurance required under this Contract.

4.4.1.7 The issuance of other CSD contracts, as well as reimbursement payments, to the Contractor may be suspended until evidence of the required current insurance coverage has been submitted to CSD.

4.4.1.8 Should Contractor utilize a subcontractor(s) to provide services under this Contract, Contractor shall indemnify and hold CSD harmless against any liability incurred by that subcontractor(s).

4.4.2 Self-Insurance

4.4.2.1 When Contractor is a self-insured governmental entity, CSD, upon receipt of satisfactory proof of the entity's self-insurance authority, may waive the insurance requirements. A duly authorized county or city risk manager shall provide signed certification of the governmental entity's ability to cover any potential losses under this Contract.

4.4.2.2 Governmental contractors shall specify in writing a list of which coverage(s) will be self-insured under this Contract and shall list all applicable policy numbers, expiration dates, and coverage amounts for coverage which is not self-insured.

4.4.2.3 If a governmental contractor's self-insurance coverage does not contain any changes from the prior year, CSD will accept a certified letter signed

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

by authorized personnel, stating that no changes have occurred from the previous year. Contractor shall submit this letter at the time of contract execution or within 30 calendar days of the start of coverage.

4.4.3 Workers' Compensation Insurance

4.4.3.1 During the term of this Contract, Contractor shall maintain legally sufficient workers' compensation insurance issued by an insurance carrier licensed to underwrite workers' compensation insurance in the State of California.

4.4.3.2 Contractor will not be paid an advance or any reimbursement of expenses unless it has first submitted to CSD either a Certificate of Insurance (ACORD 25) or a Certificate of Consent to Self-Insure, issued by the Director of the Department of Industrial Relations, as evidence of compliance with the workers' compensation insurance requirement.

4.4.4 Commercial or Government Crime Coverage (Fidelity Bond)

4.4.4.1 Contractor shall maintain commercial crime coverage. If Contractor is a public entity that elects to self-insure, Contractor shall make provision for adequate coverage to insure against crime risks. The commercial crime policy or government crime self-insurance coverage (hereinafter "fidelity bond") shall include the following coverage or the substantial equivalent: Employee Dishonesty/Theft, Forgery or Alteration, and Computer Fraud.

4.4.4.2 Contractor's fidelity bond coverage limits shall not be less than a minimum amount of 4 percent of the total contract amount, excluding Utility Services, as set forth under this Contract.

4.4.4.3 Contractor will not be paid an advance or any reimbursement of expenses unless it has first submitted to CSD an applicable Certificate of Insurance (ACORD 25) as evidence of compliance with the fidelity bond requirement.

4.4.5 General Liability Insurance

4.4.5.1 Contractor shall maintain for the term of this Contract general liability and property damage insurance for a combined single limit of not less than $500,000 per occurrence.

4.4.5.2 Contractor will not be paid an advance or any reimbursement of expenses unless it has first submitted to CSD an applicable Certificate of Insurance (ACORD 25), designating CSD as an additional insured as

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

evidence of compliance with general liability insurance requirements.

4.4.6 Vehicle Insurance

4.4.6.1 Contractor shall maintain for the term of this Contract vehicle insurance in the amount of $500,000 for each person and each accident for bodily injury and in the amount of $500,000 for each person and each accident for property damage.

4.4.6.2 When employees use their own vehicles to perform duties within the scope of their employment, Contractor shall have and maintain for the term of this Contract non-owned and hired-auto liability insurance in the amount of $500,000 for each person and each accident for bodily injury and $500,000 for each person and each accident for property damage. Driving to and from work shall not be considered to be within the scope of employment.

4.4.6.3 Contractor will not be paid an advance or any reimbursement of expenses unless it has first submitted to CSD an applicable Certificate of Insurance (ACORD 25), designating CSD as an additional insured, to CSD as evidence of compliance with the stated vehicle insurance requirements.

4.5 System Security Requirements

Contractor shall, in cooperation with CSD, institute measures, procedures, and protocols designed to ensure the security of data and to protect information in accordance with the Information Practices Act of 1977 (Cal. Civ. Code §1798 et seq.), and such other State and Federal laws and regulations as may apply. In the event there are different system security standards that may be applied to this Article, Contractor shall endeavor to use the strictest security standard that complies with state and federal requirements. The parties hereto agree to the following requirements, obligations, and standards in accordance with regulations set in the State Administrative Manual (SAM) 5100, 5300.5 and 5340:

4.5.1 Data Protection

4.5.1.1 Data exchanged between CSD and Contractor must be limited to the data fields included in the Data Transfer Rules (DTR) documents posted on the Weatherization Reporting tab and Utility Assistance Report Tab located within CSD's LAP at https://agencies.csd.ca.gov/home/Reporting/Pages/default.aspx. No personal financial information, e.g., credit card, bank account numbers, shall be stored or exchanged in the data exchange sessions.

4.5.1.2 Access to the above-mentioned data included in the DTRs must only be

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

given to authorized personnel to complete essential duties. Authorized personnel are to log into these systems using their own assigned credentials (i.e., no login account sharing). Upon departure of personnel with assigned credentials, the Contractor will remove the employee's access to the systems as soon as possible.

4.5.1.3 To the extent Contractor utilizes tablet or other internet-based or mobile devices for client intake and application purposes ("Electronic Intake") in lieu of paper forms and documents, Contractor shall comply with all federal and state information security requirements and with such guidance and protocols as CSD may from time to time issue for the purpose of ensuring the integrity of Electronic Intake, including, but not limited to, the use of electronic signatures, data privacy, security, transfer, and retention requirements.

4.5.1.4 Data exchanged between CSD and Contractor via email communication must have all personally identifying information (PII) and other sensitive information redacted before the document is sent. Alternately, Contractor must encrypt any attachments that have sensitive data using encryption tools and configurations as required by CSD.

4.5.2 Contractor Systems Security

4.5.2.1 The physical location of the computing and data storage devices (e.g., servers) shall be within access-controlled facilities. Individual users may not have access to the data except through their systems that are specifically credentialed for Contractor business. All access will be controlled by authentication methods to validate the approved users.

4.5.2.2 Standards for secure transmission may be accomplished through such means as certificates, secure socket layer, etc., and storage of the data with encryption.

4.5.2.3 Both CSD and Contractor shall keep security patches and anti-virus and anti-malware software up to date on all systems on which data may be used.

4.5.2.4 Contractor shall securely destroy data by sanitizing media prior to disposal.

4.5.3 Trusted Behavior Expectations

CSD's application system and users shall protect Contractor's application system/data and the Contractor's application system and users shall protect CSD's application system/data in accordance with the Privacy Act of 1974 (5 USC §

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

552a), Trade Secrets Act (18 USC § 1831 et. al.), and the Stored Communications Act (18 USC § 2701 et seq.). Technology and systems code and functionality are owned by the respective parties and may not be shared with anyone else or used without written consent of the owner.

4.5.4 Incident Reporting

Any party discovering a security incident shall report it in accordance with its incident reporting procedures. Contractor shall, within 24 hours of discovery, report to CSD's Information Security Office at ISO@csd.ca.gov any security incident contemplated herein. Examples include, but are not limited to, stolen or lost equipment, malware/ransomware detection, suspected hacking, etc. Contractor further agrees CSD shall have the right to participate in the investigation of a security incident involving CSD's data, and to cooperate fully with CSD and other relevant State entities during independent investigation of the security incident.

4.5.5 Audit Trail Responsibilities

Both parties are responsible for auditing application processes and user activities. Activities that will be recorded include event type, date and time of event, user identification, workstation identification, success or failure of access attempts, and actions taken by system administrators.

4.5.6 Data Sharing Responsibilities

Contractor shall ensure that all primary and delegated secondary organizations that share, exchange, or use personal, sensitive, or confidential data, pursuant to this Contract and subcontracts issued by Contractor, shall adhere to these security requirements and applicable state and federal law, in addition to further data sharing guidance as may be issued by CSD during the term of this Contract. If data sharing is accomplished via interconnectivity of an application system, then data sharing must be certified to be secure by both parties.

4.6 Travel and Per Diem

4.6.1 Contractor's employee travel costs and per diem reimbursement rates shall be reimbursed in accordance with Contractor's written policies and procedures not to exceed federal per diem requirements and are subject to the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR § 200.475).

Contractor shall complete the LIHEAP Out-of-State Travel Form (CSD 536) and keep on file with back up documentation for compliance monitoring. LIHEAP Out-of-State travel is limited to two staff per event, unless otherwise indicated on

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

the LIHEAP Out-of-State-Travel Form (CSD 536). Contractor must seek pre-approval, prior to travel, for non-preapproved conferences or when more than two staff are attending a preapproved conference.

4.6.2 In the absence of a written travel reimbursement policy, Contractor shall receive reimbursement rates not to exceed federal per diem limits.

4.7 Conflict of Interest

4.7.1 Contractor shall maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts or subcontracts. No employee, officer, or agent of the Contractor shall participate in the selection, award, or administration of a subcontract supported by Federal funds if a real or apparent conflict of interest is involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees, and agents of the Contractor shall neither solicit nor accept gratuities, favors, or anything of monetary value from subcontractors or parties to sub-contracts. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the recipients.

4.7.2 Contractor shall not pay Federal funds received from CSD to any entity in which it or one of its employees, officers, or agents, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the parties indicated herein has an interest. As ownership constitutes a financial interest, Contractor shall not subcontract with a subsidiary.

4.7.3 Contractor shall ensure that its employees and the officers of its governing body do not engage in actual or potential conflicts of interest and that no officer or employee who has responsibility for any activity or function with respect to LIHEAP and the implementation of this Contract shall have any personal financial interest in such activity or function or otherwise personally benefit or gain from the activity or function.

4.7.4 Contractor shall establish safeguards to prohibit its employees or its officers from using their positions for a purpose that could result in private gain or that gives the appearance of being motivated for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

4.7.5 Contractor shall not provide LIHEAP services or benefits in situations where an actual or perceived conflict of interest exists, unless the activity is explicitly allowed under Contractor’s conflict of interest policies and procedures that are compliant with federal requirements. If Contractor provides program services to

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

owner-occupied or rental dwellings that are owned or managed by the Contractor, its employees, or officers, Contractor shall submit the Property Certification form (CSD 678), in advance of providing weatherization and Emergency Heating and Cooling Services (EHCS). Contractor shall ensure that other recipients or potential eligible recipients of services are not prejudiced or adversely affected by the receipt of services by Contractor.

4.8 Procurement Standards

4.8.1 Contract Administration

4.8.1.1 *Maintenance of written procurement procedures.* Contractor shall administer this Contract in accordance with all federal and state rules and regulations governing LIHEAP block grants pertaining to procurement, including the Uniform Administrative Requirements and amendments thereto, and pursuant to CPA-E-20-09. Contractor shall establish, maintain, and follow written procurement procedures consistent with the procurement standards in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards or any subsequent amendments to these standards, and the applicable provisions in this Contract, including but not limited to a code of conduct for the award and administration of contracts and a procedure that provides, to the maximum extent practical, open and free competition.

4.8.1.2 *Eligible Bidders.* Contractor shall not permit any organizational conflicts of interest or noncompetitive practices that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective subcontractor performance and eliminate unfair competitive advantage, individuals or firms that develop or draft specifications, requirements, statements of work, invitations for bids, and/or requests for proposals shall be excluded from competing for such procurements. Contractor shall only award a subcontract to the bidder or offer or whose bid or offer is responsive to the solicitation and is most advantageous to Contractor when considering price, quality, and other factors relevant to the procurement. Contractor's solicitations shall clearly set forth all requirements that the bidder or offer or must fulfill in order for the bid or offer to be adequately and fairly evaluated by the recipient.

4.8.1.3 All supplies, materials, equipment, or services purchased or leased with funds provided pursuant to this Contract shall be used solely for the activities allowed under this Contract, unless the fair market value for such use is charged to the benefiting program and treated as program income earned under this Contract.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

4.8.1.4 *CSD Lease/Purchase Pre-Approval Requirements*. To ensure that significant procurement transactions are conducted in an open and freely competitive manner, Contractor shall obtain prior written approval from CSD through the submission of a Request for Pre Approval of Purchase/Lease (CSD 558) to CSD at least 15 calendar days prior to executing transaction for each of the following procurement transactions:

4.8.1.4.1 Any articles, supplies, equipment, or services having a per-unit cost in excess of $10,000; or

4.8.1.4.2 Any articles, supplies, or equipment where the total contract amount exceeds $100,000.

4.8.1.5 In all procurements, whether requiring CSD pre-approval or not, Contractor is solely responsible for maintaining adequate procurement records demonstrating compliance with Federal and State requirements.

4.8.1.6 Noncompliance with any of the provisions in this section may result in a disallowance of costs related to the procurement transaction.

4.9 Use and Disposition of Vehicles and Equipment

4.9.1 To ensure compliance with the requirements for vehicles and equipment, Contractor shall comply with Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Awards governing the acquisition of equipment with federal funds set forth in 2 CFR § 200.313 and 200.439
To ensure compliance with the requirements for equipment, vehicles, and the maintenance of equipment and vehicle records, Contractor shall adhere to CPN-A 17-01 or as revised. Contractor shall include information relevant to any purchase/lease pre-approval documented in the CSD 558 submitted to, and approved by, CSD, including the date the request was sent to CSD, the item(s) requested, and date of CSD approval in Contractor's property records.

4.9.2 Contractor shall provide the information specified in CPN-A-17-01, including any supporting documents, to CSD upon request.

4.9.3 *Limitation on Use of Funds.* Contractor shall assure that funds received under this Contract shall not be used for the purchase or improvement of land or for the purchase, construction, or permanent improvement of any building or other facility other than low-income weatherization or energy-related home repairs.

4.10 Subcontracts

4.10.1 Contractor may enter into subcontract(s) to provide services pursuant to this

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Contract in the service area(s) specified in Section 1.2 of Article 1. Subcontracts must require that parties comply with all applicable provisions of this Contract. Such requirement shall not relieve Contractor from any performance obligation created herein, nor from liability for a subcontractor's failure of performance.

4.10.2 If Contractor elects to subcontract for services, the Contractor's Board authorization and approval must be obtained and communicated to CSD in writing together with notice of execution of the subcontract as provided in Section 4.10.3. Contractor's Board, through a resolution or other official documentation, may elect to delegate the signing authority for the approval of subcontractors to the Chief Executive Officer or designated authority unless such delegation is set forth in the bylaws of the agency and a copy of the provision is communicated to CSD.

4.10.3 Within 60 calendar days of the execution of any subcontract, Contractor shall provide written notification to CSD of the execution of the subcontract as well as identifying information, to include the name of the subcontractor entity, its address, telephone number, contact person, contract amount, and program description of each subcontractor activity to be performed by the subcontractor.

4.10.4 Notification of subcontract execution shall contain certification by Contractor that to the best of Contractor's knowledge, the subcontractor is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency. For purposes of this certification of subcontractor eligibility, Contractor may rely on information available at https://www.sam.gov/SAM/pages/public/index.jsf.

4.10.5 If CSD determines that Contractor has executed a subcontract with an individual or entity listed as disbarred, suspended, or otherwise ineligible on the Excluded Parties List System as of the effective date of the subcontract, costs Contractor has incurred under the subcontract may be disallowed.

4.10.6 Contractor must ensure that funds expended pursuant to this Contract are allowable and allocable. Contractor must adopt fiscal control and accounting procedures sufficient to enable the tracing of funds paid to any subcontractor to a level of expenditure adequate to establish that such funds have not been used in violation of this Contract. Contractor shall ensure that any subcontracts under this Contract contain all provisions necessary to ensure adequate substantiation and controls of the expenditure of such funds. Contractor may achieve this through detailed invoices, by periodic monitoring of subcontractor's program activities and fiscal accountability, by retaining a right of reasonable access to the subcontractor's books and records, or by any other method sufficient to meet Contractor's responsibility to substantiate costs required under this contract.

4.10.7 Contractor shall notify subcontractor(s) in writing within five business days of

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

such action in the event CSD suspends, terminates, and/or makes changes to services to be performed that materially alter the obligation of the subcontractor under this Contract.

4.10.8 Contractor is liable for the failure of performance of the terms, conditions, assurances, and certifications of this Contract, without recourse against CSD over matters involving subcontracts entered into for the implementation of this Contract, including but not limited to disputes, claims, or other legal action for breach of contract, negligence, torts, or criminal acts and other misconduct.

4.10.9 Nothing in this Contract creates or implies a contractual relationship between CSD and any subcontractor or creates any obligation by CSD to any subcontractor. Contractor is liable to CSD for damages to CSD for the acts and omissions of its subcontractors that occur in connection with the implementation of this Contract. Contractor's obligation to pay its subcontractors is independent of any obligation of CSD to pay Contractor, and Contractor shall not represent to subcontractors any such obligation of CSD to pay or ensure payments to subcontractors.

4.10.10 All subcontractors shall be subject to applicable training requirements and shall maintain records of completion and certification in accordance with record-keeping provisions in this Contract.

4.11 Complaint Management Policies and Procedures

4.11.1 Contractor shall establish and maintain policies and procedures for handling complaints and provide applicants an opportunity to register a complaint based on their experience with attempts to obtain services under LIHEAP. The policies and procedures shall be in writing and Contractor shall provide the complaint process to interested individuals upon request.

4.11.2 Contractor shall ensure that all formal complaints are documented and include the date, time, client name and address, and nature of the complaint and the actions undertaken by the Contractor to resolve the issue. For purposes of this section, "formal complaint" means a written complaint filed with the Contractor by the complainant.

4.11.3 If the Contractor's efforts did not result in a resolution, the Contractor may refer the applicant or client to CSD. The Contractor shall contact CSD and explain the issue, actions taken to resolve the issue, and provide CSD with all supporting documentation that indicates the nature and extent of Contractor's effort to resolve the issue.

4.11.4 Contractor shall immediately notify their CSD Field Representative if the Contractor has reason to believe that the complainant will contact the media, a

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

State or Federal oversight agency, or the Governor's Office regarding the complaint.

4.12 Fair Hearing Process for Applications for Denial of Benefits by Contractor

4.12.1 Contractor shall establish a written appeals process to enable applicants who are denied benefits or services, or who receive untimely response or unsatisfactory performance, the right to appeal the decision or performance to the Contractor. Contractor's process shall include, at a minimum, all of the requirements of 22 CCR § 100805 (b) plus:

4.12.1.1 Provisions that ensure that each applicant is notified in writing of the right to appeal a denial of or untimely response to an application, or to appeal unsatisfactory performance. At the time the applicant applies for services, applicant shall be informed of appeal rights, and appeal procedures, to include the right to appeal to both the Contractor and to CSD in accordance with 22 CCR § 100805;

4.12.1.2 Provisions that ensure that Contractor will make a good faith effort to resolve each appeal;

4.12.1.3 Provisions that ensure that Contractor shall notify the applicant in writing of the Contractor's final decision within 15 business days after the appeal is requested. If the appeal is denied, the written notification shall include instructions on how to appeal the decision to CSD, assuming the appeal meets the requirements of 22 CCR § 100805(a). Whenever Contractor notifies an applicant of a denial of an appeal, Contractor shall at the same time provide a copy of the final decision to the Manager of CSD's Energy Services Division; and

4.12.1.4 Provisions to track information on denials and appeals.

4.12.2 Upon receipt of an applicant's appeal of a Contractor's denial of benefits or services, CSD may conduct a hearing in accordance with established procedures. CSD's decision following the appeal and hearing shall be final.

4.13 Fraud, Waste, and Abuse

4.13.1 Contractor shall submit a written report to CSD within 30 calendar days of discovery of incidents and activities, or suspected incidents and activities, involving fraud, waste, and abuse of any LIHEAP funds by Contractor's employees, subcontractors, clients, or other parties affiliated with Contractor, including CSD. Incidents and activities subject to reporting under this section include, but are not limited to, criminal acts and other violations of law constituting a misuse of funds that could result in cost disallowance. Contractor

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

shall inform CSD within 30 calendar days of any reports or complaints submitted to law enforcement officials by Contractor, Contractor's employees, subcontractors, clients, or other parties affiliated with Contractor, concerning the misuse of any LIHEAP funds.

4.13.2 Contractor shall provide Contractor's employees, subcontractors, clients, and other parties affiliated with the Contractor the information necessary to report fraud, waste, and abuse associated with activities and funding covered by this Contract to the U.S. Department of Health and Human Services Office of Inspector General Fraud hotline. Allegations of improper activities by CSD or its employees may be confidentially reported to the Bureau of State Audit's Whistleblower hotline.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

FINANCIAL REQUIREMENTS

ARTICLE 5 – ADMINISTRATIVE AND PROGRAM EXPENDITURES REQUIREMENTS

5.1 Budget Guidelines

5.1.1 Budget and Allocation Forms

5.1.1.1 Upon execution of this Contract and once CSD is in receipt of a sufficient federal award, CSD shall release at least 50 percent of the anticipated annual allocation as reflected in the allocation spreadsheet. The remaining allocation shall be released when CSD receives funds from HHS.

5.1.1.2 If the LIHEAP annual grant award is yet to be determined and CSD must fund this Contract based on Continuing Resolution appropriations, CSD shall amend the Contract and update the allocation spreadsheet to reflect the Final allocation.

5.1.2 Fund Transfer Requirements

Subject to CSD approval, Contractor may transfer funds between each of the LIHEAP components, e.g., Weatherization and Energy Crisis Intervention Program (ECIP) Emergency Heating and Cooling Services (EHCS).

5.1.2.1 Funding transfers that would increase amounts available for Weatherization above the 25 percent maximum are prohibited.

5.1.2.2 Fund Transfer in Service Territory with Multi-Service Areas

If Contractor transfers funds from Administrative, Intake, Outreach, and other Support costs to Direct Services and/or Utility Assistance for a specific service area, then later transfer funds from the remaining service areas to replenish the Administrative, Intake, Outreach, or other Support costs such transfer of funds should not unduly impair the equitable provision of services or otherwise disadvantage potential recipients of benefits in any Service Area.

Subsequent transfer of funds to replenish the Support line(s) with Direct Service(s) and/or Utility Assistance funds shall be limited to fund transfer from Service Area(s) that benefited from the preceding transfer.

5.1.3 Sufficient Funds for Crisis Services

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Contractor must allocate sufficient funds to offer crisis services through at least March 15, 2027, and in accordance with the Agency Local Plan.

5.1.4 Weatherization Waiver

Unless and until HHS grants CSD a weatherization waiver, Contractor may not expend or be reimbursed for costs in excess of the amount reflected in the initial WX Program Column of the allocation spreadsheet. If the weatherization waiver is granted, Contractor may, upon written notification from CSD, expend and will be reimbursed for expenditures up to 100 percent of the available allocation, as reflected in the WX Program Subtotal Column of the allocation spreadsheet.

5.2 Utility Assistance Expenditure Requirements

5.2.1 The Utility Assistance portion of Contractor's area allocation shall be retained by CSD to enable CSD to make direct utility assistance payments to clients and/or to utility companies. Contractor's Administrative and Assurance 16 budget line item shall be based on Contractor's total allocation, including Utility Assistance.

5.2.1.1 Energy Crisis Intervention Program (ECIP): Electric and Gas (Fast Track)

The total amount allocated to the ECIP Fast Track Program shall be administered by Contractor in accordance with the terms of this Contract, with payments to recipients issued by CSD.

5.2.1.2 Home Energy Assistance Program (HEAP): Electric and Gas Allocation

The total amount allocated to the HEAP Electric and Gas Program shall be administered by Contractor in accordance with the terms of this Contract, with payments to recipients issued by CSD.

5.2.2 ECIP Payments - Electric and Gas (Fast Track)

Payment for applicants' electric and/or gas energy bills shall be made by CSD directly to the utility company or in the form of a dual-party warrant, payable to the applicant and the utility company. All payments shall be deducted from Contractor's Utility Assistance allocation.

5.2.3 HEAP Payments - Electric and Gas

Payment for applicant's electric and/or gas energy bills shall be made by CSD directly to the utility company or in the form of either a dual-party warrant, payable to the applicant and utility company; or, in the case where the cost of energy is included in applicant's rent, a single-party warrant shall be issued,

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

payable to the applicant. All payments shall be deducted from Contractor's Utility Assistance allocation.

5.2.4 Ineligible Payments – Disallowance of Costs

Payments made by CSD under 5.2 are made in reliance on the eligibility determinations of the Contractor. As such, a finding that such eligibility determinations were made in error or in direct contradiction of program requirements may result in a cost disallowance and required repayment by the Contractor in accordance with the processes outlined in this contract.

5.3 Working Capital Advance and Major Purchase Advances

5.3.1 Working Capital Advance (WCA)

Contractor may, in accordance with applicable law, receive WCA payments of allowable program costs per this Contract, provided Contractor complies with the provisions of this section and guidance issued by CSD as is needed to implement this section. In order to receive a WCA, Contractor's financial management systems shall be compliant with the provisions of this Contract, WCA Requirements, applicable CPNs and CPAs, and the standards for fund control and accountability as established in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

5.3.1.1 WCA Requirements include the following standards:

5.3.1.1.1 The WCA shall be for the minimum amounts necessary, timed in accordance with Contractor's immediate cash requirements, which will enable Contractor to carry out the purposes of this Contract;

5.3.1.1.2 WCA Requirements issued by CSD to Contractor, while conforming to the requirements of Section 5.3.1, shall take into account the practical requirements and limitations of efficient administration and the effective implementation of this Contract by both Contractor and the CSD;

5.3.1.1.3 Interest on Advances. Contractor shall deposit all advances in an interest-bearing account. Interest earned, up to $500 per year, may be retained by Contractor for administrative expenses. The account shall be sufficiently segregated to enable the tracking and accounting of WCA funds issued by CSD. Any interest earned on LIHEAP advances shall be accounted for and expended pursuant to 2 CFR § 200.305(b)(11); and

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.3.1.1.4 Non-advance Payments and Offsets. If Contractor elects not to request a WCA, payment for allowable expenses under this Contract shall be made upon approval by CSD of Contractor's monthly expense report. If Contractor owes CSD any outstanding balances for overpayments under any contract, current or previous, the balance may be offset, based on arrangements made with the Contractor.

5.3.1.2 Contractor shall adhere to the WCA Requirements outlined in CPN-E-19-001, which is available online at the CSD LAP.

5.3.1.3 Major Purchase Advances

In the event Contractor needs significant cash outlay for large purchases, a special advance may be requested at any time during the contract term. To request a Major Purchase Advance, the following requirements apply:

5.3.1.3.1 Request must be completed via the Major Purchase Advance Request (CSD 144);

5.3.1.3.2 Limited to purchase of items in excess of $10,000;

5.3.1.3.3 No advance will be issued until the Request for Pre-approval of Purchase/Lease (CSD 558) has been approved by CSD;

5.3.1.3.4 Procurements must comply with the open and competitive bid process, which must be documented through the Request for Pre-approval of Purchase/Lease (CSD 558);

5.3.1.3.5 Advance repayment for major purchases will be liquidated upon the first expenditure reporting period following the date of the purchase of the item or items identified in the Request for Pre-approval of Purchase/Lease (CSD 558). An Advance Request (CSD 144) must reflect 100 percent liquidation in the month following the expected date of purchase;

5.3.1.3.6 Major Purchase Advance requests will not be granted until such time as no less than 50 percent of the current WCA has been repaid. The combined total amount of the WCA and Major Purchase advance cannot exceed 25 percent of the Contract or the remaining contract balance, whichever is less; and

5.3.1.3.7 Interest on Major Purchase Advances. Contractor should

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

deposit all major purchase advances in an interest-bearing account. Interest earned, up to $500 per year, may be retained by Contractor for administrative expenses. The account shall be sufficiently segregated to enable the tracking and accounting of Major Purchase Advances funds issued by CSD.

5.3.2 WCA and Major Purchase Advance Limits

Pursuant to 22 CCR § 100840(a), the total amount advanced to Contractor at any time, whether in the form of a WCA or Major Purchase Advance, shall not exceed 25 percent of Contractor's total contract amount, excluding the Utility Assistance allocation amount. If the WCA or Major Purchase Advance request exceeds the remaining balance, then CSD shall only provide Contractor with the amount of the remaining balance. Advance amounts repaid by Contractor may be replaced by additional advances at any time as allowed in this Section 5.3 and corresponding guidance.

5.4 Program Income

5.4.1 Contractor shall maintain records of the receipt and disposition of all "program income" defined in 22 CCR § 100855(c) and pursuant to CPN-A-18-01, as income that is generated or earned as a result of LIHEAP activities.

5.4.2 Determining Net Program Income

5.4.2.1 Except as provided below in Section 5.4.2.2, any costs Contractor incurs in generating program income may be deducted from gross program income to determine net program income.

5.4.2.2 Contractor shall not deduct from gross program income any allowable program expenses for which Contractor has been, or will be, reimbursed from the LIHEAP grant award.

5.4.3 Expenditure, Reporting, and Rollover of Program Income

5.4.3.1 Contractor shall expend program income for allowable program purposes in accordance with the requirements for expenditure of regular LIHEAP funds.

5.4.3.2 Contractor may expend program income during the term of this Contract. Contractor shall report all such expenditures, along with remaining unexpended program income, at the close-out of this Contract or at such other time(s) as CSD reasonably requires.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.4.3.3 Contractor's unexpended program income at the close-out of this Contract shall roll over to subsequent LIHEAP contract(s).

5.4.3.4 If Contractor has generated program income with leveraged funding source(s) in addition to LIHEAP, the LIHEAP portion of rollover program income must be tracked by Contractor and can be used for allowable LIHEAP expenditures.

5.5 Wood, Propane and Oil Returned Payments

5.5.1 Contractor shall maintain a tracking-log of returned payments, including Supplemental WPO payments referenced in CPA-E-21-04, for services provided. Returned payments must not be entered into CSD's financial reporting system or CSD's Combined Outcome Reporting Engine (CORE). Upon receipt of the returned payment Contractor shall make the following attempts to contact client:

5.5.1.1 Make every reasonable attempt to contact client within five business days of receiving the returned payment during the contract term. The following shall constitute a reasonable effort and be maintained in the client file:

5.5.1.1.1 One phone call attempt stating the client has the option to reclaim the returned payment and provide Contractor with the updated vendor information to reissue the returned payment amount; or

5.5.1.1.2 One letter to the client stating the option to reclaim the repayment and provide Contractor with the updated vendor information to reissue the returned payment amount.

5.5.1.2 Hold the returned payment for the client for 10 business days subsequent to all attempts to contact the client.

5.5.1.3 If the client does not contact Contractor within the above time frames the returned payment shall be added to the current WPO allocation tracking log.

5.5.1.4 If Contractor is unable to identify the client of the returned payment the payment can be added to the current WPO allocation tracking log.

5.5.2 Contractor may expend returned payments on WPO services during the term of this Contract. Contractor shall report all such expenditures, along with remaining unexpended returned payments, at the close-out of this Contract or at such other time(s) as CSD reasonably requires.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.5.3 Contractor's unexpended returned payments at the close-out of this Contract shall be returned to CSD.

5.5.4 Returned payments received after the close-out of the contract shall be promptly returned to CSD.

5.5.5 If Contractor is unable to determine whether the returned payment is funded from the current contract, the returned payment shall be promptly returned to CSD.

5.6 Allowable Costs

5.6.1 Cost Reporting

5.6.1.1 All costs shall be reported using a "modified accrual" or "accrual" method of accounting.

5.6.1.2 Pursuant to the federal block grant and applicable regulations, Contractor may only claim reimbursements for actual, allowable, and allocable direct and indirect costs.

5.6.1.3 Contractor shall report all expenditures at actual cost and shall maintain records and source documentation in such a manner as to substantiate all costs reported.

5.6.2 Administrative

5.6.2.1 General

5.6.2.1.1 Administrative costs shall not exceed the amounts as set forth in allocation spreadsheet.

5.6.2.1.2 Administrative Costs shall mean actual costs for auxiliary functions such as salaries, wages, workers compensation, and fringe benefits for administrative staff, as well as for facilities, utilities, equipment, telephone, travel, accounting, auditing, monitoring assistance, office supplies, and like services necessary to sustain the direct effort involved in administering a grant program or an activity providing services to the grant program.

5.6.2.2 Contractor shall use Uniform Administrative Requirements as a guide for determining administrative costs.

5.6.2.3 Administrative Equipment More Than $10,000—Acquisition Costs

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.6.2.3.1 Acquisition costs shall mean the actual costs associated with the purchase of equipment over $10,000 per unit used for administrative purposes.

5.6.2.3.2 CSD pre-approval is required for the purchases or lease-purchase option of equipment with a total value greater than $10,000 utilizing the Request for Pre-approval of Purchase/Lease (CSD 558).

5.6.2.4 Administrative Out-of-State Travel

Administrative out-of-state travel costs shall mean costs incurred for out-of-state meetings, conferences, or trainings that are critical to administering and/or maintaining LIHEAP. Travel expenses are limited to transportation, subsistence and related items incurred by traveling on official business on behalf of Contractor.

5.6.3 Assurance 16

Assurance 16 costs shall not exceed the total amount set forth in the allocation spreadsheet.

5.6.4 Program Costs

5.6.4.1 General

Program costs include those actual costs that are directly attributable to the performance of this Contract and that are reasonable and necessary as determined by CSD for the purpose of delivering services.

5.6.4.2 Intake

Intake Costs shall include actual costs associated with assisting clients with completion of intake forms and conducting eligibility determinations, including, but not limited to, Priority Point Determinations. Intake shall be allocated at eight percent of the Weatherization Budget and eight percent of the ECIP/HEAP Direct Services/Utility Assistance Budget based on the Interim Allocations and/or subsequently the Final Allocation. Reimbursement shall be limited to actual cost up to eight percent of Final Allocation. Intake in excess of eight percent may be charged as an administrative cost not to exceed allowable administrative cost maximum.

5.6.4.3 Outreach

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Outreach shall be allocated at five percent each of the Weatherization, ECIP/HEAP and Direct Service/ Utility Assistance budgets based on the Interim Allocations and/or subsequently the Final Allocation. Reimbursement shall be limited to actual cost up to five percent of Final allocation. Outreach shall include those actual costs associated with outreach activities, development and distribution of outreach materials, and implementation of strategies to promote awareness of the availability of services funded by this Contract.

5.6.4.4 Training and Technical Assistance

5.6.4.4.1 Training and technical assistance shall be allocated up to five percent of the total Weatherization allocation and up to two percent of the total ECIP/HEAP allocation based on the Interim Allocations and/or subsequently the Final Allocation. Training and technical assistance shall not exceed these limits and shall be reimbursed at actual cost.

5.6.4.4.2 If Contractor determines that an increase in the allowable allocation for training and technical assistance is needed to cover the cost of the software database collection system or related automation training as specified below, then Contractor must submit a request to and obtain prior approval from CSD.

5.6.4.4.2.1 Associated training and technical assistance costs may include costs related to travel, admission, materials, client education, and actual salaries/wages. Subcontractor training costs are limited to travel, admission, and materials.

5.6.4.4.3 Training and technical assistance shall include costs associated with the completion of weatherization-related training as specified in the Training Requirement of Section 9.1 of this Contract. Training may include, but not limited to, internal contractor training, safety training, attendance of weatherization-related training to include the software database collection system or other forms of training to aid in the development and skill of staff in utilizing and supporting internal program automation systems, and/or weatherization-related workshops sponsored by utility companies, Department of Energy (DOE), or CSD training. CSD training may include Local Service Provider's Meetings and Association of California Community and Energy Services (ACCES) Roundtable Meetings, and/or other organizations

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

offering a component of weatherization training, and/or is necessary to carry out the direct delivery of services.

5.6.4.4.4 Training for job corps and workforce development trainings shall be limited to required CSD health and safety training sessions, unless otherwise approved by CSD.

5.6.4.4.5 Contractor staff out-of-state travel costs shall mean cost incurred for out-of-state meeting, conferences, or trainings that are critical to carrying out LIHEAP. Travel expenses are limited to transportation, subsistence, and related items incurred by traveling on official business on behalf of the Contractor.

5.6.4.5 Client Education

CSD shall allocate up to two percent of the total ECIP/HEAP and UA allocation to Client Education, based on the Interim Allocation and/or subsequently the Final Allocation. Client Education shall not exceed these limits and shall be reimbursed at actual cost.

The following activities shall be expensed to the Client Education allocation by all agencies, regardless of their participation in Assurance 16.

5.6.4.5.1 Client Education – Weatherization and ECIP EHCS Specific

For recipients of weatherization or ECIP HCS, Contractor shall maintain in the client's file the Client Education Confirmation of Receipt (CSD 321) or approved Contractor's equivalent to substantiate the client was provided with information on energy conservation education, and the following consumer awareness literature:

5.6.4.5.1.1 The EPA pamphlet, "Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools."

5.6.4.5.1.2 The EPA pamphlet, "A Brief Guide to Mold, Moisture, and Your Home."

5.6.4.5.1.3 The EPA pamphlet, "A Citizen's Guide to Radon: The Guide to Protecting Yourself and Your Family from Radon."

5.6.4.5.1.4 The California Department of Public Health fact

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

sheet "About Asbestos in the Home and Workplace".

5.6.4.5.2 Contractor may claim costs for the above education and consumer awareness literature only once when LIHEAP and DOE or DOE IIJA funds and services are provided concurrently in the same residential dwelling unit

5.6.4.5.3 Client Education – Weatherization Measure Installation

Contractor shall provide a weatherization service client with a description of the benefits that the household can expect to receive as a result of performed weatherization services funded by this contract.

5.6.4.5.4 Client Education – General Requirements

Contractor may choose, at their discretion, to provide LIHEAP service recipients or applicants with additional written information and pamphlets describing energy-saving actions that can be taken to decrease the energy consumption of the household. This may also include written information about other local energy assistance programs.

Contractor may claim costs for additional information provided to LIHEAP service recipients only once when LIHEAP, DOE, and DOE IIJA funds and service are provided concurrently in the same residential dwelling.

5.6.4.6 Acquisition Costs

5.6.4.6.1 Minor Vehicle and Field Equipment Less Than $10,000 – Acquisition Costs.

Minor Vehicle and Field Equipment costs under $10,000 per unit must follow all federal and state rules and regulations governing LIHEAP pertaining to procurement standards.

5.6.4.6.2 Major Vehicle and Field Equipment costs $10,000 or Greater Acquisition Costs Must Be Pre-Approved

CSD pre-approval is required for the purchases or lease-purchase option of vehicles and field office equipment with a total value of $10,000 or greater, utilizing the Request for Pre-approval of Purchase/Lease (CSD 558).

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.6.4.7 Other Program Costs:

5.6.4.7.1 Other Program Costs

Other Program Costs shall mean the actual costs associated with field staff wages, program management and support wages, ancillary supplies, disposal fees, and Historic Preservation review costs, lodging and per diem, vehicle and equipment repair, maintenance, and fuel, waste breakage, and solar water heating maintenance.

5.6.4.7.2 Workers' Compensation

Workers' Compensation shall mean those actual costs associated with workers' compensation coverage for program staff whose salaries and wages are chargeable under program costs.

5.6.4.8 Liability Insurance

Liability Insurance shall mean those actual costs allocated for insurance bonds, general liability, vehicle insurance, and pollution occurrence insurance (if applicable).

5.6.4.9 General Operating Costs

General Operating Costs are for directly allocable costs related to facilities, office and computer equipment, office supplies, telephone, travel, and materials.

5.6.4.10 Automation Costs

5.6.4.10.1 Contractor can expend funds to the Automation Costs (AC) in an amount not to exceed $50,000, to be used to meet contract program startup requirements such as IT automation needs to comply with CSD's updated or new financial reporting system, Enterprise Combined Outcome Reporting Engine (eCORE), and Combined Outcome Reporting Engine (CORE) ("CSD System") requirements or contractual reporting requirements programmatic in nature, related to CSD System IT expenses, and with ongoing programmatic IT expenses. AC funds are not limited exclusively to CSD System-related IT expenditures, but any IT expense related to CSD System costs incurred including necessary training on upgrades to Contractor's system.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.6.4.10.2 If Contractor expended funds in a prior year for a system and now wants to purchase a new system with AC funds, Contractor must utilize unrestricted funds and bear the full cost of the conversion to such an alternative system. Contractor may be granted a variance from this requirement provided Contractor's AC plan is appropriately revised and CSD gives its written approval of the plan and request for variance.

5.6.4.10.3 Contractor shall report all automation and IT expenditures related to compliance with the reporting requirements under this Contract in the Automation Costs line item. Such expenditures may include, but is not limited to, computer and IT equipment; approved front-end database acquisition and ongoing subscription costs; IT security implementation costs; and IT systems training. All costs reported in this line item must be directly related to program functions. IT costs related to administrative functions shall be reported as administrative costs pursuant to the Uniform Administrative Requirements.

5.6.4.10.4 Contractors with multiple LIHEAP contracts for the same contract year are limited to reimbursement up to $50,000 per contract. Contractor shall allocate costs among contracts when permitted and may not charge the same costs to more than one contract.

5.6.4.10.5 CSD System-related IT costs charged to the AC shall be submitted for reimbursement in accordance with CSD's normal reporting and accounting procedures.

5.6.4.10.6 CSD System-related IT costs that exceed the maximum AC amount of $50,000 may not be reimbursed by CSD.

5.6.4.10.7 Contractors that remain in contract with their front-end vendor are not required to conduct a procurement for ongoing maintenance, updates or process improvements performed by the front-end vendor.

5.6.4.10.8 Upon approval by CSD, Contractor may procure from, Hancock™ or ServTraq©, a new automated reporting system with supplemental functionality beyond basic CSD System reporting requirements. The following provisions apply to, Hancock™ and ServTraq© System Users:

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.6.4.10.8.1 If Contractor elects to procure a new automated IT reporting system, Contractor shall ensure that the system procured is fully compliant with CSD System requirements. CSD's responsibility is limited to providing Contractor or its vendor with the applicable system specifications, interface and security protocols;

5.6.4.10.8.2 If Contractor expended funds in a prior year for a system and now wants to purchase a new system with AC funds, Contractor must utilize unrestricted funds to bear the full cost of the conversion to such an alternative system. Similarly, Contractor may not use future annual AC funding for such conversion. Any alteration to this provision requires prior written approval from CSD and must include the submission of a revised AC plan; and

5.6.4.10.8.3 Systems and services procured by Contractor in order to obtain Hancock™ or ServTraq© system shall be conducted in compliance with Contractor's procurement policy and with all applicable LIHEAP contract requirements, and federal and state law. Contractor may, at Contractor's option, participate in a consortium of local service providers to procure jointly an automated reporting system from Hancock™ or ServTraq©, provided Contractor's procurement policy is not violated in such a manner as to render the process flawed or unfair. Contractor may rely on any local service provider subject to this contract to conduct the procurement on Contractor's behalf provided, however, that: 1) Contractor shall not be absolved from fulfilling applicable procurement obligations and requirements; 2) Contractor shall review all pertinent procurement documentation for sufficiency; and 3) make such documentation available to CSD upon request.

5.6.4.11 Weatherization Program Activities

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Weatherization Program Activities shall mean those costs associated with the installation of measures to those dwellings weatherized and reported as completed, to include but not limited to, assessment, diagnostic testing, labor, materials, subcontractors, environmental testing, permits, Energy Code Compliance (ECC)-Rater verifications (formerly known as HERS Rater Verifications), and Environmental Hazard Work weatherization materials.

5.6.4.12 ECIP Emergency Heating and Cooling Services (EHCS)

ECIP EHCS shall mean those costs associated with emergency heating and cooling, and water heating repair and replacement services and other related costs, including costs associated with labor, materials, subcontractors, permits, ECC-Raters, Environmental Hazard Work weatherization materials, and diagnostics all as further defined by the ECIP Policy and Procedures, and the Severe Weather Energy Assistance and Transportation Services (SWEATS) Policy. The ECIP Policy and Procedures is hereby incorporated by reference to this Contract and available on the CSD LAP.

5.7 Service Area Expenditures Requirements

5.7.1 For purposes of this section the following definitions apply:

"Service Area" means the geographical area for which Contractor receives a discrete grant allocation, whether in a contract pertaining to that geographical area alone, or in a contract covering multiple geographical areas, as for example, multiple counties.

"Service Territory" means the totality of Contractor's Service Area(s), whether: 1) a single county; 2) a portion of a single county; 3) multiple counties; or 4) a single county in combination with a portion of another county. Accordingly, the single Service Area or combined Service Areas for which Contractor provides services constitutes Contractor's Service Territory.

"Target Allocation" means the sum of money from the LIHEAP state grant designated by CSD for expenditure in a designated Service Area.

"Target Service Area" means the service area for which a grant allocation has been designated on the LIHEAP Allocation Spreadsheet attached to this Contract.

Note: If Contractor provides only some LIHEAP services to a Service Area, e.g., weatherization services only or utility assistance services only and another contractor provides other LIHEAP services in the same Service Area, the contractors are co-service providers with respect to the Service Area in question

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

and each is responsible for that portion of the grant allocation applicable to the services it provides. Contractor's Service Territory includes a Service Area in which the grant allocation is split with another contractor.

5.7.2 This section shall apply to Contractor if any of the following pertain:

5.7.2.1 This Contract involves funding for LIHEAP services provided by Contractor in multiple Service Areas; or

5.7.2.2 Contractor provides only some of the LIHEAP services in multiple Service Areas under the terms of this Contract; or

5.7.2.3 Some combination of 5.7.2.1 and 5.7.2.2 above; or

5.7.2.4 Contractor has additional contracts with CSD for the provision of LIHEAP, United States Department of Energy Weatherization Assistance Program (DOE WAP), or United States Department of Energy Infrastructure Investment and Jobs Act (IIJA) (Public Law (Pub. L.) 117-58) services in counties or service areas other than the county or service area to which this Contract applies.

5.7.3 The Target Allocation(s) specified in this Contract shall be used either: a) to provide services within the geographical boundaries of Target Service Area(s) to which the allocation applies; or b) on behalf of the recipients of benefits who reside within the Target Service Area(s), thereby ensuring that the low-income persons in each Target Service Area receive their appropriate share of the grant award and that direct program funds designated for a particular Target Service Area are not expended for services in another Service Area without good cause.

5.7.3.1 Contractor is required to expend at least 90 percent of the applicable Target Allocation(s) in each Target Service Area(s).

5.7.3.2 Contractor shall, as requested by CSD, submit a LIHEAP Production Plan estimating the number of households served by the designated allocation for each Target Service Area and the Agency Local Plan explaining how Contractor will conduct targeted outreach activities, identify service needs in Target Service Areas and track expenditures.

5.7.3.3 At the time of close-out, Contractor shall submit a report comparing Contractor's production estimates, by Service Area, to actual expenditures, what lessons were learned, and what changes in operations are anticipated in coming years.

5.7.3.4 Contractor may, subject to CSD's written approval, expend a portion of a Target Allocation in another service area in which Contractor provides

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

services pursuant to this Contract, under the following circumstances:

5.7.3.5

5.7.3.5.1 When there is no acute need or ready opportunity for full expenditure of direct program funds in the Target Service Area; and

5.7.3.5.2 When Contractor can readily expend direct program funds in an alternate service area to avoid under expenditure or a loss of funding.

5.7.4 Notwithstanding the provisions of Section 5.7.3, Contractor is authorized under the terms of this Contract to combine the Administrative, Intake, Outreach, Assurance 16, and other program support costs, including liability insurance, workers' compensation, and general operating portion of grant allocations for multiple Service Areas for purposes of efficiency and effective contract implementation, provided such combining of funds does not unduly impair the equitable provision of services or otherwise disadvantage potential recipients of benefits in any Service Area.

5.8 Reimbursement Guidelines

5.8.1 Claims for Reimbursement

Pursuant to the federal block grant statute and applicable regulations, Contractor may only claim reimbursements for actual, allowable, and allocable direct and indirect costs. Contractor shall report actual costs incurred for actual expenditures up to any applicable maximum amounts set by this Contract.

5.8.2 Assurance 16

5.8.2.1 Contractor may claim reimbursements for Assurance 16 expenditures and activities in accordance with Section 7.6 of this Contract.

5.8.3 Wood, Propane, and Oil Assistance

5.8.3.1 HEAP WPO

Contractor may claim reimbursement for HEAP WPO expenditures and activities expenditures as required in accordance with the terms of this Contract.

5.8.3.2 ECIP WPO

Contractor may claim reimbursement for ECIP WPO expenditures in accordance with the terms of this Contract.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.8.3.3 Tank Repair
Contractor may claim reimbursement for the cost of tank repair separate from the HEAP WPO, ECIP WPO and Supplemental WPO payment as outlined in CPA E-21-04 WPO Benefit Formula Implementation and subsequent CPA modifications.

5.8.4 Weatherization and EHCS Specific

5.8.4.1 Contractor may claim reimbursement for allowable Weatherization-related activities under the terms of this Contract as documented on the CSD Dwelling Assessment Form (CSD 540) or approved Contractor's equivalent for each eligible household not previously weatherized.

5.8.4.2 Contractor shall ensure that duplicate billings for the same product or service do not occur.

5.8.4.3 All service completed dwellings unit shall be submitted for payment within 90 calendar days of completion or by the due date of the last reporting period of this Contract, whichever is less. A service completed unit shall not be carried over into another contract period, except when there are insufficient funds to cover a portion or the entire cost of rendered services. In the event a completed unit is billed in the subsequent contract, the Contractor must also ensure that the applicant meets the income eligibility requirements.

5.8.4.4 Contractor may claim reimbursement for labor and material expenses associated with Environmental Hazard Work activities intended to assure the health, safety, and well-being of workers and dwelling occupants during the performance of in-home Weatherization and EHCS services under this Contract. Environmental Hazard Work activities include activities to prevent exposure related to the disturbance of asbestos, lead paint and the COVID-19 virus. Materials shall include items that are disposable or have temporary use, such as Tyvek suits, hand sanitizer, cleaning supplies, disposable face masks, HEPA vacuum cleaner bags/filters, etc. Labor shall include those activities related to prepping and cleaning within the workspace to prevent contamination.

5.8.4.5 For emergency ECIP EHCS or CAS Hazards associated with Weatherization provided outside Contractor's normal business hours of operations, Contractor may exceed the maximum cost limits allowed for repair and replacement services. Contractor shall not request reimbursement for more than one heating, cooling, or water heating unit repaired or replaced per household.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.8.4.6 Measure Reimbursement

5.8.4.6.1 Measure Maximums

5.8.4.6.1.1 For those Weatherization and EHCS measures that have an established maximum rate, the reimbursement amount shall be equal to the actual labor costs of Weatherization or EHCS crew members and the actual cost of the materials, subcontracted services not to exceed the maximum reimbursement allowable.

5.8.4.6.1.2 Weatherization or EHCS measure costs exceeding the maximum reimbursement limit cannot be offset by charging the cost difference to another weatherization measure or another CSD program.

5.8.4.6.1.3 When costs for a measure exceed the maximum reimbursement allowed, Contractor shall obtain prior written approval from CSD to exceed the maximum cost reimbursement and/or quantity limit for weatherization and ECIP HCS measures as described in Reimbursement Rates for Weatherization and ECIP EHCS Activities. Otherwise, at the Contractor's discretion, Contractor may elect to not provide the weatherization measure/service in the event the total cost exceeds the maximum cost reimbursement.

5.8.4.6.2 Assessments and Diagnostics

5.8.4.6.2.1 Contractor may claim reimbursement for dwelling assessment for each eligible household.

5.8.4.6.2.2 Contractor may claim reimbursement for dwelling assessment for each eligible unit not previously weatherized.

5.8.4.6.2.2.1 For dwellings weatherized under this Contract, Contractor may claim reimbursement for a modified dwelling assessment, as defined in Article 13, to

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

perform reweatherization.

5.8.4.6.2.2.2 If the useful life term has expired for measures previously installed, or other measures meet feasibility criteria, Contractor may claim a full dwelling assessment to perform reweatherization services.

5.8.4.6.2.3 If a dwelling was previously weatherized under a nonfederal program, the dwelling and occupant eligibility must be recertified; therefore, Contractor may claim reimbursement for assessment of dwelling.

5.8.4.6.2.4 In the case of an un-weatherized dwelling where the installation of measures was not feasible, and/or the dwelling was not accessible to install measures, Contractor may claim reimbursement for any related assessments and/or diagnostic checks that were performed.

5.8.4.6.2.5 Contractor may claim reimbursement for dwelling assessment only once when LIHEAP and DOE or DOE IIJA funds are used concurrently in the same unit.

5.8.4.6.2.6 ECC-Rater and permit fees are acceptable expenses and may be charged only once per dwelling to ECIP EHCS or LIHEAP weatherization or DOE or DOE IIJA weatherization per weatherized dwelling. ECC-Rater fee and permit reimbursement include subcontractor cost, staff time on job site, and fees that will be reimbursed based on the actual cost.

5.8.4.6.3 Labor Reimbursement

5.8.4.6.3.1 Contractor shall bill the number of actual labor hours and actual labor cost incurred by weatherization crew members or other persons associated with the installation, assessment and inspection of weatherization measures, removal of debris and appliances, and the procurement of

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

permits and services performed by ECC-Raters.

5.8.4.6.3.2 Contractor must substantiate all actual labor hours and labor costs charged.

5.8.4.6.3.3 Actual labor hours and costs for weatherization and EHCS services shall not exceed the cumulative number of hours on the job site and shall be substantiated with client file documentation, job schedules, and payroll time records.

5.8.4.6.3.4 When the installation of a measure is subcontracted and there are billable labor hours for weatherization and/or Contractor's crew members who participate in the installation of that subcontracted measure, Contractor may bill, in addition to the subcontracted expenditure, the actual labor hours and labor costs incurred by Contractor's crew members.

5.8.4.6.3.5 Labor expenses for weatherization service delivery shall exclude labor expenses associated with training, travel to weatherization job sites, staff time not associated with the direct installation and/or performance of weatherization services and activities on the job site, downtime and general operating expenses as provided in subsection 5.8.4.6.5 Other Program Costs.

5.8.4.6.3.6 Lead Safe Weatherization

Contractor may claim reimbursement for renovator certification, defined as field-related labor costs associated with performing lead renovator certification for ensuring lead paint safety on weatherized dwellings built prior to 1978.

5.8.4.6.4 Heating and Cooling Services (HCS/EHCS)

5.8.4.6.4.1 If, during the course of repairing a defective unit, additional problems are found that would increase the cost of repairs to an amount beyond

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

the established limits for repairs, Contractor may claim reimbursement for incurred costs related to the repair in addition to those costs associated with the replacement of the heating/cooling appliance.

5.8.4.6.4.2 Dwellings in which a single appliance has been both repaired and replaced within the same Weatherization and/or ECIP EHCS component, or under a call-back, Contractor may claim reimbursement for both the repair and the replacement of the appliance. Contractor shall report the single appliance as both a repaired and replaced appliance.

5.8.4.6.4.3 For multi-unit dwellings with a common system (water heater, heating and/or cooling), Contractor shall prorate the cost of each common system among all dwelling units within that building envelope.

5.8.4.6.4.4 Duct repairs and replacements can only be charged to ECIP EHCS when provided in conjunction with emergency heating/cooling services performed under EHCS.

5.8.4.6.5 Other Program Costs

5.8.4.6.5.1 Wages—Field Staff

Contractor may request reimbursement for the actual labor costs including benefits related to weatherization supervisors, assessors, inspectors, and crew members that are allocable to the program but not associated with the direct installation and/or performance of weatherization services/activities on the job site and training, including, but not limited to: job scheduling, job preparation, travel time, disposal of appliances and materials, building and prepping of weatherization materials away from the job site and downtime in accordance with any guidance issued by CSD.

5.8.4.6.5.2 Wages – Program Management and Support

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.8.4.6.5.2.1 Contractor may request reimbursement for the actual labor costs related to program management and support staff directly responsible for the direct management and oversight over the LIHEAP Weatherization and EHCS program activity or providing direct support to ensure the successful delivery of weatherization services.

5.8.4.6.5.2.2 Reported costs may include labor costs associated with performing direct support in coordinating the delivery and tracking of LIHEAP Weatherization and EHCS program activity, including but not limited to: job scheduling, collating and aggregating of weatherization activities and materials, staff time associated with Historic Preservation Review activities, obtaining permits, and coordination of subcontracted services.

5.8.4.6.5.3 Lodging and Per Diem

Contractor may claim reimbursement for lodging and per diem related to the installation of weatherization measures subject to travel and per diem as described in the Travel and Per Diem Section Article 4.6 of this Contract.

5.8.4.6.5.4 Disposal Fees

Disposal fees are acceptable expenses and may be charged only once to ECIP EHCS, or LIHEAP Weatherization per appliance and building material waste. Disposal fee reimbursement is limited to the actual cost of the fee.

5.8.4.6.5.5 Vehicle and Equipment Repair, Maintenance and Fuel

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

5.8.4.6.5.5.1 Contractor may claim reimbursement for expenses related to upkeep and maintenance of vehicles and equipment used in the direct delivery of weatherization services and EHCS. Allowable costs shall be limited to expenditures associated with the maintenance of the vehicles and equipment, fuel, and oil.

5.8.4.6.5.5.2 Contractor shall maintain records for fuel expenditures, vehicle maintenance, and vehicle usage to substantiate allowable travel costs related to and allocable to LIHEAP weatherization.

5.8.4.6.5.6 Historic Preservation Reviews

Historic Preservation Reviews means those expenses that are subcontracted to a third-party to perform the collection and reporting of potential weatherization properties subject to Historic Preservation Review requirements.

5.8.4.6.5.7 Waste Breakage

Waste breakage are those expenses associated with weatherization materials that have been damaged and are part of Contractors' inventory or special-order materials that are allocated to CSD programs. The cost of weatherization materials that are damaged and benefit multiple programs must be prorated accordingly. Costs must be directly associated to net changes in inventory and not associated with materials chargeable to another measure line item. Reimbursement for waste breakage is not allowable for subcontractors.

5.8.4.6.5.8 Ancillary Supplies

Ancillary supplies are additional low-cost materials or supplies (such as nuts, bolts, screws, and washers) necessary to install a

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

weatherization measure and not easily attributable to a specific measure or dwelling. Costs of ancillary supplies that benefit multiple programs must be prorated accordingly. Costs must be directly associated to net changes in inventory and not associated with materials chargeable to another measure line item. Reimbursement for ancillary supplies is not allowable for subcontractors.

5.8.4.6.5.9 Solar Water Heating Maintenance

Solar Water Heating (SWH) Maintenance is a scheduled maintenance service, as established by the manufacture, in order to maintain the SWH system in good working condition.

5.8.4.7 Dwelling Status

5.8.4.7.1 Completed Units

5.8.4.7.1.1 Except as otherwise provided in the CSD Technical Reference Manual (TRM), Contractor shall not report a weatherized dwelling as completed nor shall Contractor request reimbursement for a weatherized dwelling until all weatherization measures identified as feasible during the dwelling assessment have been installed, and inspected by a Quality Assurance Inspector, and all inspection fails have been resolved.

5.8.4.7.1.2 Contractor shall not bill for incomplete units or close a unit with outstanding, unfinished weatherization measures in order to receive reimbursement for work completed. If there are measures found to be non-feasible by crew members after the initial assessment, the reason for the non-feasibility shall be documented in the client file and, the job shall be reported as completed in accordance with subsection 5.8.4.7.1.1.

5.8.4.7.1.3 Contractor shall reimburse CSD for all costs associated with the delivery of weatherization

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

services covered under this Contract to dwellings occupied by households ineligible for weatherization assistance at the time such services were provided.

5.8.4.7.1.4 ECIP EHCS

Dwelling units receiving services under ECIP EHCS may be reported as completed and billed immediately upon the completion of ECIP EHCS measures regardless of the completion status of weatherization measures installed in the same dwelling.

5.8.4.7.1.5 If Contractor is not able to complete weatherization or ECIP EHCS direct services during the Contract term, Contractor may complete the dwelling in the next contract year. If Contractor completes the dwelling in the next contract year, Contractor must verify the client meets the income eligibility requirements for the following year in order for the measures and dwelling to be eligible for reimbursement.

5.8.4.7.2 Building Permits

5.8.4.7.2.1 Contractor shall obtain all required permits in accordance with the TRM, prior to the commencement of all work performed, unless work is performed as a result of an emergency requiring immediate action where there is an imminent danger and requesting a permit would hinder the Contractor's ability to resolve the emergency. If an emergency is remedied, Contractor shall apply for a permit as soon as reasonably possible.

5.8.4.7.2.2 Penalties or fines imposed on Contractor or subcontractor by the local authority or building department are not allowable costs.

5.8.4.7.3 Previously Weatherized Dwellings

If the previous weatherization was performed under a nonfederal program or under this Contract, the occupant

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

eligibility must be verified, and Contractor may seek reimbursement for the associated outreach and intake costs.

5.8.4.7.4 Managing Alternative Funding

Contractor may perform services and install energy efficiency and/or other measures in a qualified dwelling as provided herein and in accordance with requirements of any other CSD program and compatible non-CSD funded program, if in the best interest of the client, provided:

5.8.4.7.4.1 Reimbursement for Weatherization or EHCS activities is claimed only once when LIHEAP or any other funding source, are used concurrently in the same unit;

5.8.4.7.4.2 Contractor may divide materials and labor cost of a single measure among LIHEAP, or other CSD programs when the single measure in question is installed in a dwelling where Weatherization or EHCS services are provided concurrently under these programs; and

5.8.4.7.4.3 Contractor shall not bill multiple funding sources for the same product or service unless costs are allocated in such a manner that billing is not duplicative and Contractor receives no more than the total cost of the products and services provided. The amount billed under both LIHEAP and the alternative funding source cannot exceed the installation cost and maximum reimbursement rate for the measure.

5.8.4.7.4.4 Individual measure leveraging is allowable involving the use of LIHEAP funds and an alternative funding source in accordance with TRM Appendix D Energy Audit/Priority List Protocol, Section 5.0., Managing Alternative Funding.

5.8.5 SWEATS

5.8.5.1 Reimbursement shall be in accordance with CPN-E-20-01 SWEATS Policy.

5.8.5.2 Public Safety Power Shut-Off Preparedness (PSPS) reimbursement shall

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

be in accordance with CPN-E-20-02 PSPS Emergency Preparedness Pilot Policy and CPN-E-02M3.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ARTICLE 6 – REPORTING POLICIES AND PROCEDURES

6.1 Reporting Requirements

6.1.1 General

6.1.1.1 Contractor shall submit required client/job detailed data for Weatherization and ECIP EHCS activities to CSD's Enterprise Combined Outcome Reporting Engine (eCORE) on a monthly basis, for the period in which the service activity occurred and for which reimbursement for the service activity is requested.

Similarly, adjustments shall be submitted for the monthly period in which services occurred.

Contractor shall request reimbursement for expenditures associated with all Contract activities (excluding ECIP Fast Track and HEAP Electric and Gas) by reporting in CSD's financial reporting system. Expenditure Reporting should be done in accordance with CPN-E-19-002 Energy Reimbursement Policies and Procedures, which is available online at: https://agencies.csd.ca.gov/home/Energy/Pages/Resources.aspx.

6.1.1.1.1 Expenditures for Admin, Assurance 16, Intake, ECIP WPO, HEAP WPO, ECIP EHCS, SWEATS, and EHA-16 program costs shall be reimbursed through the LIHEAP Monthly EHA 16 expense report via CSD's Financial Management Module (FMM).

6.1.1.1.2 Expenditures for Weatherization Program Costs and Activities shall be reimbursed through the LIHEAP Monthly Weatherization expense report via CSD's FMM.

6.1.1.1.3 Contractor shall submit adjustments in accordance with CPN-E-19-002.

6.1.1.1.4 Payment to Contractor for any given month shall be contingent upon receipt and approval by CSD of the preceding monthly submission.

6.1.1.2 Contractor shall ensure that the data reported in eCORE and the request for reimbursement reported into CSD's FMM reconcile in accordance with CPA-E-18-005.

6.1.1.3 Contractor shall submit client details electronically to CORE for ECIP Fast Track, HEAP Electric and Gas, ECIP WPO, and HEAP WPO.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

6.1.1.4 Contractor shall submit applications that have received a pledge for ECIP Fast Track or HEAP Electric and Gas to CORE, within the timeframe specified in the Direct Pay Utility Pledge Timeframe document located on the contract page of the CSD Local Agencies Portal.

6.1.1.5 Contractor shall submit requested client files, records, and documents to the File Transfer Protocol (FTP) Server as requested by CSD. CSD shall use Contractor submitted documents to perform an in-house desk review to verify compliance with financial, administrative, and programmatic requirements.

6.1.1.6 Reporting System Requirements

6.1.1.6.1 CSD will provide Contractor with specifications of minor IT reporting changes or other minor changes, and upon receipt of the specifications, Contractor shall implement system changes in their local system within 30 calendar days. Minor changes are those that are routine in nature to begin performance under the Contract such as but not limited to adjustments to the expense report layout, adding or deleting measures and adjusting eligibility guidelines.

6.1.1.6.2 Major reporting changes, upon receipt of the specifications, shall be implemented in Contractor's local system as negotiated by CSD. Major IT system changes are those changes made to the business rule validations as listed in the most current Weatherization DTR and/or new field lines as outlined in the Data Transfer Reference Document (Schema-Breakdown). The most current Weatherization DTR and Data Transfer Reference Document (Schema-Breakdown) are located on the CSD Local Agencies Portal on the System Specification website page.

6.1.2 Solar Warranty and Maintenance Reporting

Contractors participating in the Solar Water Heating (SWH) Project shall report to CSD whenever warranty work and/or maintenance are required on any Solar Water Heating Systems installed under the SWH Program and CSD's Low-Income Weatherization Program (LIWP). The SWH Warranty and Maintenance Report shall include a written description of the following:

6.1.2.1 Dwelling address at which warranty and/or maintenance work was provided;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

6.1.2.2 Reason for warranty and/or maintenance work (what was the problem);

6.1.2.3 The date (or dates) on which warranty and/or maintenance work was provided; and

6.1.2.4 List of the costs charged to the LIHEAP contract for the warranty and/or maintenance work.

The SWH Warranty and Maintenance Report shall be submitted no later than 30 calendar days after the month in which reimbursement for the warranty and/or maintenance work is requested.

The SWH Warranty and Maintenance Report shall be submitted, via email, to wx@csd.ca.gov with the words "SWH Warranty and Maintenance Reports" in the Subject line.

Contractor shall retain all warranty and maintenance reports for the life of the warranty.

6.1.3 CSD Review and Approval of Reports

6.1.3.1 CSD shall review and approve Contractor's monthly reimbursement/activity reports before offsets to advances or reimbursement payments are issued. CSD will conduct an ongoing evaluation of Contractor's performance related to program and fiscal operations and its demonstrated ability to effectively utilize all funds available under this Contract.

6.1.3.2 The issuance of other CSD contracts, including reimbursement payments to the Contractor, shall be contingent upon timely receipt of the required reports and/or compliance with the material requirements of this Contract.

6.1.4 Close-out Report

6.1.4.1 Contractor shall submit on appropriate CSD forms, a close-out report, verifying all actual, allowable, and allocable costs earned during the term of this Contract and return all excess reimbursement and unexpended funds to CSD within 90 calendar days of the expiration of this Contract. If Contractor fully expends funds prior to the end of the contract term, all appropriate CSD close-out forms shall be submitted within 90 calendar days of final expenditure.

6.1.4.1.1 Administrative costs, outreach, intake, Assurance 16, Training and Technical Assistance shall not exceed the

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

maximum allowable amounts.

6.1.4.1.2 Subsequent payments, including advance payments, for LIHEAP or other CSD contracts may be withheld, absent timely receipt of the close-out report of this Contract.

6.1.4.2 The issuance of other CSD contracts, and reimbursement and advance payments for existing contracts, may be withheld, absent receipt of the close-out report which is due no later than 90 calendar days after Contractor fully expends or the end of the Contract term.

6.1.4.3 The close-out report shall include the following:

6.1.4.3.1 LIHEAP Close-out checklist and Certification of Documents Transmitted with authorized signature (CSD 733);

6.1.4.3.2 LIHEAP Close-Out Reconciliation Report (CSD 733F);

6.1.4.3.3 Report comparing production estimates, by Service Area, to actual expenditures, what lessons were learned, and what changes in operations and service delivery are anticipated in coming years; and

6.1.4.3.4 LIHEAP Close-Out Equipment Inventory Schedule (CSD 733G).

6.1.4.4 Interest and Program Income-Earned

Contractor shall use a CSD 733F, LIHEAP Interest and Program Income Earned Close-out Reconciliation, to report actual costs and/or interest income earned and expended. Pursuant to 22 CCR § 100855 and in accordance with CPN-A-18-01 Program Income, program income earned and expended are subject to the expenditure and reimbursement guidelines for the program year in which expenditures occurred.

6.1.4.5 Any weatherization materials purchased with the funds under this Contract and remaining at the Contract expiration shall be credited against Contractor's weatherization materials expenditures under this Contract and charged to whatever other weatherization program Contractor may have in effect. If Contractor has no other weatherization program in effect, CSD shall determine how the materials will be disposed and what, if any, financial adjustments are required.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

PROGRAMMATIC REQUIREMENTS

ARTICLE 7 – PROGRAM POLICIES AND PROCEDURES

7.1 LIHEAP Agency Local Plan

7.1.1 Contractor shall submit an annual LIHEAP Agency Local Plan to CSD by a date as determined by CSD. The LIHEAP Agency Local Plan is intended to systematize the gathering of planning information to assist CSD with its obligations under federal statute to provide programmatic assurances to the Secretary of the U.S. Department of Health and Human Services under the LIHEAP block grant and to enable the Contractor to plan and propose an annual budget that is consistent with the purposes of the Low Income Home Energy Assistance Program and reflective of the needs of the local low-income population.

7.1.2 Contractor shall ensure its LIHEAP Agency Local Plan documents reflect that its proposed services and activities are in compliance with federal and State law governing the LIHEAP block grant, or CSD may require Contractor to amend or supplement the responses or documentation prior to execution of this Contract by CSD.

7.1.3 CSD's approval of Contractor's LIHEAP Agency Local Plan documents does not constitute approval of any costs expended under this Contract. Contractor shall ensure all expenditures comply with federal and state requirements that the actual costs are allowable and allocable in accordance with applicable statutes, regulations, and the provisions of this Contract.

7.2 Program Standards and Regulatory Requirements

7.2.1 Program Standards

7.2.1.1 Contractor shall adhere to all CSD program standards pursuant to the following documents which have been incorporated by reference and made part of this Contract as if attached hereto:

7.2.1.1.1 CSD Technical Reference Manual (TRM);

7.2.1.1.2 ECIP Policy and Procedures;

7.2.1.1.3 Official State and Federal Program Notices and Guidance Documents;

7.2.1.1.4 Current Eligibility and Verification Guide;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.2.1.1.5 Weatherization Data Transfer Rules (DTRs);

7.2.1.1.6 Utility Assistance Data Transfer Rules: and

7.2.1.1.7 CSD Training Policies and Procedures Manual (TPPM) Version 3.0.

7.2.1.2 In the event of inconsistencies between policies and field protocols contained within the TRM and/or the Weatherization Policies and Procedures and this Contract, Contractor shall abide by the terms of this Contract.

7.2.2 Regulations

7.2.2.1 Standards contained in most current Title 24 of the California Code of Regulations (CCR), and local city and county codes shall take precedence over the CSD TRM if the code requirement is not included in the manual and/or is more stringent; otherwise, Contractor shall abide by the TRM.

7.2.2.2 Contractor shall ensure that all work performed complies with the most current and applicable provisions of the California Energy Commission Building Energy Efficiency Standards, Alterations under Title 24, Part 6, of the California Code of Regulations, and California Energy Code Compliance (ECC) Program regulations.

7.2.2.3 Services provided to all covered pre-1978 dwellings shall comply with the most current Environmental Protection Agency rules in 40 CFR Part 745 et seq., Lead-Based Paint Poisoning Prevention in Certain Residential Structures, and the Housing and Urban Development rules in 24 CFR Part 35 et seq., and Lead-Based Paint Poisoning Prevention in Certain Residential Structures.

7.2.2.4 All materials utilized for weatherization and ECIP EHCS purposes shall conform with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

7.2.2.5 All materials used must comply with TRM material specifications for LIHEAP.

7.2.3 Title 24

7.2.3.1 Contractor shall, when required by its local jurisdiction, obtain a building permit when additions or alterations of existing residential buildings are performed or when a component, system, or equipment of

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

an existing building breaks, cannot be repaired and must be replaced.

7.2.3.2 Title 24 requirements are applicable only to energy conservation measures and Health and Safety replacement of heating, cooling, and water heating appliances performed in dwellings located within specific California Energy Commission (CEC) Climate Zone areas. Requirements to be applied are those specific to the California Energy Commission (CEC) Climate Zone where the dwelling is located. For a listing of the CEC climate zones, refer to the CSD Local Agencies Portal website at https://agencies.csd.ca.gov/home/Energy/Pages/Resources.aspx under the Weatherization Resources section.

7.2.3.3 Contractor shall obtain the services of a qualified ECC-Rater when required to perform required field verification and diagnostic testing on applicable weatherization measures and building alterations performed under this Contract.

7.2.3.4 Contractor shall ensure the ECC-Rater is an independent entity from the Contractor or subcontractor performing the building alteration and/or energy-efficiency improvement being tested and verified and has no financial interest in the work performed.

7.2.4 Pre-1978 Dwellings

7.2.4.1 Lead-based paint is presumed to be present in all pre-1978 units unless the dwelling unit has previously been certified by a California Certified Inspector/Risk Assessor to be lead-free.

7.2.4.2 Dwellings not previously certified to be lead-free, built prior to 1978, and receiving weatherization services in which painted surfaces exceeding de minimis levels are disturbed, require the successful achievement of lead-safe standards after the completion of weatherization services.

7.2.4.3 Contractor shall assure that an Environmental Protection Agency (EPA) Certified Renovator performs the post-weatherization verification after the completion of weatherization services and that the Assessor deems the weatherized meets EPA Renovation, Repair, and Painting Rule lead-safe standards.

7.2.4.4 HUD units not previously certified to be lead free, built prior to 1978, and receiving weatherization services in which painted surfaces exceeding de minimis levels are disturbed, require the successful achievement of lead-safe standards after the completion of

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

weatherization services. Contractor shall assure that a third-party California Certified Inspector/Risk Assessor performs the clearance inspection after the completion of weatherization services and that the Assessor deems the weatherized HUD unit as lead-safe.

7.2.4.5 Contractor shall document notification to tenants of multi-unit housing of weatherization and/or renovation activities in common areas using the Notice of Weatherization/Renovation (CSD 320) or approved Contractor's equivalent and Record of Tenant Notification Procedures (CSD 322) or approved Contractor's equivalent.

7.3 Prioritization of Services

7.3.1 Contractor shall conduct ECIP, HEAP, and Weatherization activities in accordance with the Agency Local Plan in Article 14.

7.3.2 Contractor shall design activities to provide assistance to low-income households in meeting their home energy costs, particularly those with the lowest incomes that pay a high proportion of household income for home energy, and that such methods to be utilized, and shall assure that eligible households, particularly those households with elderly individuals, disabled individuals, or children five years and under are made aware of the assistance available under this Contract.

7.4 Service Priority Guidelines

7.4.1 Contractor shall give first priority for services to those households with the lowest income and highest energy burden. In addition, Contractor shall factor into its first priority for services those households with the following vulnerable populations: young children (ages five years or under), disabled, and elderly persons (ages 60 years or older), in accordance with the Agency Local Plan.

7.4.2 Contractor may give first priority for services to those households whose members have life-threatening emergencies.

For the ECIP Fast Track, HEAP Electric and Gas, ECIP WPO and HEAP WPO program components, Contractor shall assign prioritization points consistent with the Agency Local Plan in Article 14.

7.4.3 Due to limited funding, contractors are discouraged from providing either:

7.4.3.1 Energy assistance benefits to households with substantial credit(s) on its utility bills; and/or

7.4.3.2 Weatherization services to dwellings previously weatherized under LIHEAP within the past four years. Contractors shall prioritize services

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

to previously weatherized dwellings in accordance with the Agency Local Plan in Article 14.

7.4.4 Equitable Treatment

Contractor shall ensure that owners and renters receive equitable treatment under this program.

7.5 Outreach and Intake Activity Guidelines

7.5.1 Outreach

Contractor shall perform appropriate outreach activities to ensure that households in the service area(s) are informed about all LIHEAP services and have an opportunity to apply for such services.

7.5.1.1 As referenced in section 1.4.1.4, the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located under 2 CFR Part 200 and 2 CFR Part 300 give authority for aspects of outreach utilized for LIHEAP. However, 2 CFR 200.421 will not be applied under this contract.

7.5.2 Intake

Contractor shall use intake program funds for determining eligibility of applicants seeking LIHEAP services. Services include the process of completing an intake application and reviewing applicant documentation. Contractor shall:

7.5.2.1 Establish reasonable hours whereby applicants will have access during regular business hours to seek program information with an assurance that the Contractor shall respond to the applicant's request within a reasonable amount of time;

7.5.2.2 Ensure applicants have access to applications, whether in hardcopy or electronic format, during regular business hours. Contractors whose offices are not staffed Monday through Friday must arrange for alternative points of access to LIHEAP applications. Contractor may satisfy this requirement by posting their application for download on their website or post a link directing applicants to an application posted at CSD's website at www.csd.ca.gov or at alternate location(s) or by mailing applications;

7.5.2.3 Accept applications for assistance during regular business hours;

7.5.2.4 Accept applications for ECIP Fast Track and WPO at sites that are

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

geographically accessible to all households in the area served by Contractor;

7.5.2.5 Provide low-income individuals who are physically infirm with the means to submit applications for HEAP and ECIP without leaving their residences;

7.5.2.6 Ensure that all sites where intake is conducted are accessible to the disabled;

7.5.2.7 Utilize the Energy Intake Form (CSD 43), or approved Contractor's equivalent, as a multipurpose form for referrals to the LIHEAP Weatherization program, the ECIP EHCS program, HEAP, and DOE or DOE IIJA program; and

7.5.2.8 If Contractor opts to "pre-screen" applicants for benefits by discussing eligibility criteria and by counseling potential clients in advance of their completing and submitting an Energy Intake Form (CSD 43) or approved Contractor's equivalent, Contractor must apply income guidelines and Contractor's Priority Plan when prescreening applicants. If the applicant appears to be ineligible, Contractor must so inform the applicant but must nevertheless notify prescreened applicants of the right to apply for benefits upon changes in the prescreened applicant's circumstances and status. Energy Intake Form (CSD 43) or approved Contractor's equivalent must be provided to a potential client upon request, whether or not a prescreening process is employed.

7.5.3 Applicant Written Notification of Benefits

Within 15 business days of receiving an application Contractor shall provide the applicant written or electronic notification of the application status, indicating whether the application has been approved, denied, deemed incomplete, or is still pending review.

7.5.3.1 If approved, the notice shall indicate the nature and an approximate timeframe in which the utility assistance payment will be provided and when weatherization services may be scheduled or if a referral was made for weatherization services. The name of the utility company and the amount of the benefits also shall be included in the notification for Utility Assistance.

7.5.3.2 If denied, the notice shall indicate the reason for the denial and information regarding the appeal process.

7.5.3.3 If incomplete, the notice shall indicate what additional information or

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

documentation is required.

7.5.3.4 If pending review, the notice shall provide a revised estimate of when the status of the application will be determined. Contractor must follow up with a notification when a determination has been made.

7.5.3.5 If added to the waitlist for weatherization and the application is not processed, the notice shall provide the amount of time the application will be kept on file, disclaimer that the applicant is not guaranteed services and how applications are prioritized for services.

7.6 Assurance 16

7.6.1 Contractor may perform Assurance 16 only if the Contractor submits, and CSD approves, an Assurance 16 Addendum to the LIHEAP Local Plan. Once approved, the Assurance 16 Addendum shall be incorporated by reference to this contract and considered a part of the Contractor's LIHEAP Local Plan.

7.6.1.1 If Contractor operates under a delegation agreement to provide Assurance 16 services on behalf of another agency, Contractor shall formalize Assurance 16 activities for the delegated service area(s) in the Assurance 16 Addendum to their LIHEAP Local Plan.

7.6.1.2 Contractor's approved Assurance 16 activities may be changed without formal amendment of this contract upon CSD's written approval of the Contractor's submitted CSD 509: Request for Amendment/ Modification. The CSD 509 cannot be used to opt-in to Assurance 16 post-contract execution.

7.6.2 Eligibility. A household applying for LIHEAP assistance or deemed eligible to receive LIHEAP assistance is eligible to receive A16 services.

7.6.3 Expenses.

7.6.3.1 Allowable Assurance 16 expenses are limited to actual costs directly attributable to the delivery of Assurance 16 activities approved in the Contractor's Assurance 16 Addendum and any subsequently approved CSD 509s.

7.6.3.2 The following activities are not allowable expenses under Assurance 16:

7.6.3.2.1 The distribution of contractually required EPA and California Department of Public Health pamphlets;

7.6.3.2.2 Priority Plan Point determinations; and

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.6.3.2.3 Weatherization client education on measure installations.

7.6.4 Reporting

7.6.4.1 If Contractor provides Assurance 16 activities, Contractor shall submit an Assurance 16 Activity Impact Report annual on or before July 31st for Assurance 16 activities performed during the period covering July 1st through June 30th. The report shall include:

7.6.4.1.1 The total number of LIHEAP-assisted households that received each approved Assurance 16 activity listed in Contractor's Assurance 16 Addendum;

7.6.4.1.2 The total number of non-LIHEAP-assisted households that received each approved Assurance 16 activity listed in Contractor's Assurance 16 Addendum; and

7.6.4.1.3 A narrative on the impact of Assurance 16 activities during the reporting period.

7.6.4.2 Contractor may report the following data monthly:

7.6.4.2.1 The total number of LIHEAP-assisted households that received each approved Assurance 16 activity listed in Contractor's Assurance 16 Addendum; and

7.6.4.2.2 The total number of non-LIHEAP-assisted households that received each approved Assurance 16 activity listed in Contractor's Assurance 16 Addendum.

7.6.4.3 If Contractor operates under a delegation agreement to provide Assurance 16 services on behalf of another agency, Contractor shall complete and submit the report outlined in 7.6.4.1 and may report data elements described in 7.6.4.2 for Assurance 16 activities performed in the delegated service area(s).

7.7 Leveraging Activities

7.7.1 When ECIP EHCS services are provided, Contractor shall refer, schedule or recommend a subsequent weatherization assessment, in accordance with the CSD TRM.

7.7.2 Leveraging weatherization funds may be used to install feasible measures in accordance with the CSD TRM. Client files shall be documented accordingly.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.7.3 If Contractor is leveraging with non-CSD funded programs to meet CSD program requirements, then Contractor shall ensure that any non-CSD leveraged-funded activity performed in conjunction with the Weatherization and/or the ECIP EHCS program, is in conformance with weatherization guidelines. If permitted by the leveraged-funding source, Contractor shall document within the Weatherization and/or ECIP client file the activity performed, date of the activity performed, and the source of the leveraged funds. If the leveraged-funding source prohibits the disclosure of such information, Contractor shall as a minimum make reference to the leveraged activity within the weatherization and/or ECIP client file.

7.7.4 If Contractor is leveraging with DOE or DOE IIJA, leveraging shall comply with TRM requirements.

7.7.5 CSD may use information about leveraged activities paid for with funds from leveraged-funding source for the purpose of verifying the delivery of services. CSD may review and verify or use a third-party inspector to review and verify that the leveraged-funded activities conform to applicable LIHEAP standards and practices.

7.8 Record-Keeping Responsibilities

7.8.1 Contractor shall maintain client intake/needs assessment form(s) for Weatherization, HEAP, and ECIP, together with appropriate supporting documentation and shall maintain separate client files containing supporting documents related to disqualifications, denials, and appeals for each applicant who is not certified as being eligible to receive assistance.

7.8.2 Contractor shall ensure that the ECIP Home Energy Supplier Assurance (CSD 416) or approved Contractor's equivalent is completed by each nonregulated utility company, e.g., propane suppliers, wood suppliers, etc., providing services to clients of this Contract.

7.8.3 Contractor shall make a reasonable effort to collect the completed Account Holder Authorization and Consent Form (CSD 081) to collect energy usage data when the client applying for services is not the person listed as the account holder of the utility bill. Client services shall not be denied if the client or bill account holder refuses to sign the consent form.

7.8.4 All Client Files – General Requirements

Contractor shall maintain a separate file for each applicant by either a hard copy or electronic file, or a combination of both. Contractor must ensure that the method selected to maintain files does not impose unreasonable effort in CSD's ability to review any files. These files shall include the following documentation, when applicable:

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.8.4.1 For Public Agencies only: Statement of Citizenship or Non-Citizenship Status for Public Benefits, (CSD 600), and supporting documents;

7.8.4.2 Energy Intake Form (CSD 43) or approved Contractor's equivalent. Priority points must be written in the designated space on the Intake form;

7.8.4.3 Multi-Family Property Intake (CSD 43 MFP) or approved Contractor's Equivalent;

7.8.4.4 Utility/energy bill(s) for all sources of energy used by qualified households;

7.8.4.5 Documentation supporting eligibility in accordance with the Eligibility and Verification Guide;

7.8.4.6 Client Education Confirmation of Receipt (CSD 321) or approved Contractor's equivalent that substantiates that the client was provided services in accordance with Client Education requirements in Section 5.6.4.5;

7.8.4.7 Client denial or approval notification; and

7.8.4.8 Account Holder Authorization and Consent Form (CSD 081) – Only requested when the client is not the account holder of the utility bill.

7.8.5 Client Files - ECIP Fast Track, ECIP WPO, HEAP, and WPO

Contractor shall maintain the following documents for each applicant receiving cash assistance services, as applicable:

7.8.5.1 Documentation that substantiates the requested ECIP Fast Track supplemental payment including the total amount due (at the time of intake) to the utility company, reconnection fees, and any other assessed utility fees/surcharges; it shall provide the condition(s) that establishes eligibility for benefits in accordance with ECIP Fast Track Benefit Determination Section 8.3 in subsection 8.3.3.3; and

7.8.5.2 Documentation that substantiates the requested ECIP WPO and WPO payment and supplemental payment in accordance with CPA-E-21-04 and CPA-E-21-04M WPO Benefit Formula Policy.

7.8.5.3 Documentation substantiating the portion of rent that is allocated toward energy costs.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.8.6 Client Files - Weatherization and/or ECIP EHCS Specific

Contractor shall maintain the following documents for each applicant receiving weatherization and/or ECIP EHCS services, if applicable:

7.8.6.1 CSD Dwelling Assessment which includes: Dwelling Assessment (CSD 540), Weatherization Mold Assessment and Release Form (CSD 540A), Customer Assessment Summary (CSD 540B), Mechanical Ventilation Calculation ASHRAE 62.2 (CSD 540C), Mechanical Ventilation Assessment Form (CSD 540D), and CSD Single-Family Refrigerator SIR Calculation Sheet & CSD Weatherization Program – Multi-Family Refrigerator SIR Calculation Sheet/Data Collection Sheet (CSD 540E) or approved Contractor's equivalent;

7.8.6.2 Appliance Safety Inspection (CASIF) series which includes: Combustion Appliance Safety Inspection Form (CSD 700), Combustion Appliance Safety Interim Form (CSD 700B) or Combustion Applicant Safety – Appliance R&R Form (CSD 700C);

7.8.6.3 Shell Leakage Data Sheet (CSD 704);

7.8.6.4 Duct Test Data Sheet (CSD 706);

7.8.6.5 CSD Deferral (CSD 542) and other source documentation supporting deferrals and appeals;

7.8.6.6 Notice of Weatherization/Renovation (CSD 320) or approved Contractor's equivalent;

7.8.6.7 ECIP EHCS Assessment Form (CSD 57);

7.8.6.8 Record of Tenant Notification Procedures (CSD 322) or approved Contractor's equivalent;

7.8.6.9 Energy Service Agreement for Occupant (CSD 515A) or approved Contractor's equivalent;

7.8.6.10 Energy Service Agreement for Rental Property Owner (CSD 515B) or Contractor's equivalent;

7.8.6.11 Agency Weatherization Inspection Report (CSD 611);

7.8.6.12 Multi-Unit Dwelling Eligibility Certification (CSD 75P) or approved Contractor's equivalent;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.8.6.13 Client confirmation of work completed;

7.8.6.14 Required building permits or buildings permit applications, or documentation of permit cost; and documentary evidence of final permit;

7.8.6.15 Copy of lead clearance inspection by a California Certified Inspector/Risk Assessor for applicable pre-1978 HUD units;

7.8.6.16 Waivers from CSD to exceed maximum costs of weatherization measures;

7.8.6.17 Documentation that substantiates all actual labor hours including a time and activity log associated with each job;

7.8.6.18 Documentation of weatherization measures installed and leveraged with other CSD and non-CSD weatherization program funds;

7.8.6.19 Documentation that substantiates the criteria and basis for replacement of gas and electric appliances, including results of required diagnostic tests, and the non-feasibility of Mandatory Measures not performed or installed;

7.8.6.20 Documentation indicating the manufacturer, manufacture date, make, and model and metering information for all refrigerator replacements;

7.8.6.21 Documentation referring to CSD or non-CSD weatherization;

7.8.6.22 Documentation of ECC-Rater inspection report and a copy of the invoice from the ECC-Rater, in addition to the Residential Compliance Form (CF-1R, CF-4R and CR-6R);

7.8.6.23 Documentation providing evidence that the client receiving disaster-related services was a victim of a natural disaster;

7.8.6.24 All Historic Preservation Online (HPO) review documentation, including copies of the printed Project Description sheet (PDS) and HPO site e-mails;

7.8.6.25 Photographic documentation as required by the CSD TRM;

7.8.6.26 Initial and Final REM/Design Building File Reports (BFR) and Improvement Analysis Reports (IAR) in each client file and retention of electronic audit file;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.8.6.27 Documentation of attempts to schedule post-weatherization inspection appointments if inspection could not be performed;

7.8.6.28 Lead-Based Paint Regulatory Compliance Report (CSD 708);

7.8.6.29 Notice of Survey by Electrical Contractor (CSD 543);

7.8.6.30 REM/Design Energy Audit Entry Input Form (CSD 544);

7.8.6.31 Insulation Certificate (CSD 610); and

7.8.6.32 REM/Design Multi-Family Input Sheet (CSD 808).

7.8.7 Client Files – SWEATS Specific

Contractor shall maintain the required documents for each applicant receiving services under SWEATS in accordance with CPN-E-20-01 SWEATS Policy.

7.8.8 Translation of Forms

Contractor shall use a certified translator deemed qualified by the Contractor when translating CSD forms that require a client/customer signature into a foreign language.

7.8.9 Weatherization and ECIP EHCS Specific

7.8.9.1 Labor and Materials

7.8.9.1.1 Contractor shall maintain documentation in such a manner that include job references and total labor hours so that actual costs and actual labor hours billed to the weatherization and ECIP EHCS programs can be substantiated.

7.8.9.1.2 Contractor shall document all costs expended under this Contract with purchase orders, inventory records, and payroll records identifying the funding source.

7.8.9.1.3 Contractor shall maintain documentation in such a manner to prove that materials used under this program conform to the requirements contained within the CSD TRM and state, county, or local regulations.

7.8.9.2 Training

Contractors who perform weatherization and ECIP EHCS services are

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

required to input, update, and maintain employee data in the CSD Training Portal (CTP). CSD will not recognize as valid proof of any training stored outside of this portal, unless otherwise noted in the TPPM Version 3.0. The CTP is maintained and accessed through CSD's Local Agencies Portal website and serves as a repository for Contractors and their subcontractors to track and monitor employees as they progress through CSD's training curriculum. The CTP documents all weatherization and ECIP EHCS training received for each employee and includes information on each training session, course, training source, location, course content, and completion date.

Completed training records include, but are not limited to, employee legal name, hire date, email, and completion of each training course, the source/location, type/content, completion date, certificates of completion, and completion of training records.

7.8.9.2.1 Contractor must identify at least one, but not more than two Training Administrators, who will be responsible for adding/editing users, submitting training and on-the job training requests, approving training, monitoring training transcripts, uploading licensing and certifications, and monitoring training expirations.

7.8.9.2.2 Contractor can access On-the-Job Training applications from the CSD Training Portal.

7.8.9.2.2.1 CSD shall maintain all training records in the CSD Training Portal for trainings completed through the CSD E-Learning, CSD-approved Training Centers, and field or classroom training provided by CSD or its agents.

7.8.9.2.2.2 Contractor shall upload training certificates (or other proof of training completion) in the CSD Training Portal for certifications or trainings provided by third parties. Examples include Contractor licensing from the California Contractors State License Board, and individual employee Building Performance Institute (BPI) certifications, EPA Renovator certification, or other required training as designated by CSD.

7.8.9.2.2.3 Contractor shall be responsible for maintaining the required training records in the same manner for their subcontractors as for the Contractor

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

employees.

7.8.9.2.2.4 Contractor and subcontractors must input new field personnel into CSD's Training Portal within three days of hire. Contractor and subcontractors shall update the CSD Training Portal in a timely manner, with employee completed course information and/or uploaded certifications on or before the first (1st) day of each subsequent month following the completion of training.

7.8.9.3 Equipment

7.8.9.3.1 Contractor shall ensure its employees and subcontractors who perform combustion appliance safety tests shall maintain the Carbon Monoxide Analyzer Calibration Log (CSD 785) documenting the calibration of all analyzers as required.

7.8.9.3.2 Contractor shall ensure its employees and subcontractors who perform shell leakage testing and duct leakage diagnostic tests shall maintain the Manometer Calibration Log (CSD 786) documenting the calibration of all manometers as required.

7.8.9.3.3 Contractor shall ensure its employees and subcontractors who keep an inventory of portable appliances for the SWEATS program shall maintain a log documenting the location of all portable appliances on loan and in reserve. The log shall document the retirement or loss of the equipment.

7.8.9.4 Energy Audits

7.8.9.4.1 Contractor shall maintain electronic records generated from the CSD approved energy audit software for the required period of three years from submission of final report or until resolution of all related audit or monitoring findings, enforcement action, including cost disallowance, legal proceedings, or other pending matters, whichever is later in accordance with Section 4.3.

7.8.9.4.2 Contractor shall make all records generated from the energy audit software accessible to CSD, or a third-party inspector acting on CSD's behalf, for the purpose of an inspection or monitoring.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.8.9.4.3 Contractor shall submit all energy audits through the Energy Audit Dashboard, including the initial audit submittal and resubmittals reflecting changes based on CSD feedback. A final audit shall also be submitted to address one or more of the following:

7.8.9.4.3.1 Changes in measure cost between initial work scope estimates and actual installation cost;

7.8.9.4.3.2 Input of final duct and/or shell leakage readings to replace estimated leakage used for the initial improvement analysis;

7.8.9.4.3.3 Changes to the final scope of work; including any decisions related to measure leveraging.

7.8.10 Automation

7.8.10.1 Contractor shall use an automated application system capable of supporting LIHEAP's (Weatherization, ECIP EHCS, ECIP WPO, and HEAP WPO) data collection, reporting requirements, and client data transmission to CSD. No database transfer will be accepted prior to the completion of successful data file transfer testing to CSD. Contractor shall submit the data in accordance with CSD's CORE and eCORE DTR layout found at the Reporting tab on the CSD Lap found here: https://agencies.csd.ca.gov/home/Reporting/Pages/default.aspx. Contractor shall exercise best practice and perform a daily backup of all client data/application systems that capture LIHEAP service detail. Contractor shall ensure that adequate files are maintained as required in Section 7.8.

7.8.10.2 Contractor shall also be responsible for monitoring the CORE online reports and for resolving payment issue(s) related to the delivery of benefits. The Agency Allocations/System Maintenance screen shall display historical and current detail level of program allocation information, summarizing Contractor's annual program allocation, expenditures, and returned benefits eligible for reissuance, if any. The Variance Report shall display the detail level of benefit information whereby the eligible benefit amount differs from the paid benefit amount. For resolution of partial credit returns, Contractor shall be responsible for following up with the client to resolve payment issue(s) and for providing CSD with the necessary information to reissue benefit(s). For full credit returns and warrant redeposits, Contractor shall be responsible for resolving and updating client data in CORE to reissue benefit(s).

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

7.8.10.3 Utilizing reporting options available within the CORE On-Line System, Contractor shall be responsible for generating HEAP and ECIP (Fast Track) reports to attain data specific to the following: rejected records, intake data, client and payment status, expenditures, and current allocation balance, returned benefits, summarized county energy costs and burden, and a year-to-date goal status.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ARTICLE 8 – PROGRAM IMPLEMENTATION

8.1 HEAP/WPO Activity Guidelines

8.1.1 Applicant Eligibility

8.1.1.1 Assistance shall be available only to households with incomes that do not exceed an amount equal to 60% of the State median income; or

8.1.1.2 Assistance shall be provided to households that are categorically eligible, if any member of the household is receiving CalFresh or CalWORKs at the time of application, regardless of income level.

8.1.1.3 Income verification must be for one month. For acceptable types of documentation and processing timeframes, refer to the current LIHEAP Eligibility and Verification Guide at https://agencies.csd.ca.gov/home/Energy/Pages/Contracts.aspx.

8.1.1.4 Contractor shall collect copies of all of the household's energy utility bills for the current month, and if applicable, receipt(s) for WPO to determine the client's energy burden.

8.1.2 Contractor may only provide eligible households with one ECIP Fast Track/WPO, or HEAP/WPO payment per program year. However, Contractor can use program income to provide a supplemental ECIP Fast Track/WPO or HEAP/WPO for clients experiencing an extenuating circumstance. In addition to providing one ECIP (Fast Track/WPO) or HEAP/WPO payment and/or supplemental program income benefit payment, Contractor may provide eligible households with ECIP EHCS services and/or other weatherization services.

8.1.3 Contractor must ensure that the issuance of HEAP WPO benefits are in accordance with CPA-E-21-04 WPO Benefit Formula Implementation.

8.1.4 Contractor must ensure that duplication of ECIP Fast Track/WPO or HEAP/WPO payments does not occur during the term of this Contract.

8.1.5 Once applicants meet the eligibility and prioritization criteria and funds are available:

8.1.5.1 Contractor shall complete the ECIP/HEAP Payment Request Confirmation (CSD 415) or approved Contractor's equivalent form or approved Contractor's equivalent process that confirms payment was made to the client's account. If the client does not have an account, confirmation of the delivery of the benefit to the client is required;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.1.5.2 Contractor shall make payments directly to energy vendors on behalf of clients whose energy sources are wood, propane, or oil;

8.1.5.3 CSD will not make payments to clients for WPO assistance; and

8.1.5.4 Before paying energy vendors, Contractor shall verify that charges for the services and goods provided are reasonable and within fair market value.

8.1.6 Contractor shall notify the applicant of the recipient household, in writing, when payments are made directly to an energy vendor for wood, propane, or oil on their behalf.

8.1.7 Contractor shall forward payments for WPO on behalf of applicants to corresponding energy vendor within 60 calendar days from the date obligation was incurred, unless a formal contract, approved by CSD, between Contractor and vendor provides for other terms.

8.2 Weatherization Activity Guidelines

8.2.1 Applicant Eligibility

8.2.1.1 Assistance shall be available only to households with incomes that do not exceed an amount equal to 60% of the State median income; or

8.2.1.2 Assistance shall be provided to households that are categorically eligible, if any member of the household is receiving CalFresh or CalWORKs at the time of application, regardless of income level.

8.2.1.3 Income verification must be for one month. For acceptable types of documentation, refer to the current LIHEAP Eligibility and Verification Guide at https://agencies.csd.ca.gov/home/Energy/Pages/Contracts.aspx.

8.2.1.4 Contractor shall certify a household's income eligibility prior to the delivery of energy program services.

8.2.1.5 The income certification shall remain in effect for a period of 12 months from the date applicants are deemed eligible for services.

8.2.1.6 Weatherization assessment and service delivery shall commence within the 12-month certification period. Commencement of weatherization service delivery is defined as the performance of any health and safety and energy efficiency installation.

8.2.1.7 In the event the Contractor is unable to commence the assessment and

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

weatherization service delivery during the 12-month income certification period, Contractor shall obtain updated income verification documentation to recertify the household's income eligibility.

8.2.1.8 Contractor shall collect copies of all of the household's energy utility bills for the current month, and if applicable, receipt(s) for wood, propane, and oil to determine the client's energy burden.

8.2.2 Dwelling Eligibility

8.2.2.1 Contractor shall complete the post-combustion appliance safety test within 60 days from the date of the pre-combustion appliance safety test. In the event the Contractor is unable to perform the work associated with the combustion appliance safety testing and the post-combustion appliance safety test within the 60-day period, Contractor shall perform another pre-test for the dwelling prior to commencing the delivery of any form of weatherization assistance services.

8.2.2.2 Permission to Provide Services

Contractor shall obtain written permission of the owner-occupied dwelling from the tenant and the owner (or owner's agent) to perform any weatherization services. Such permission shall be recorded on the Energy Service Agreement for Occupant (CSD 515A) or approved Contractor's equivalent or the Service Agreement for Rental Property Owner (CSD 515B) or approved Contractor's equivalent. Homeowner/landlord and tenant acceptance of the work scope shall also be recorded on the CSD 540 Dwelling Assessment Form or Contractor's equivalent.

8.2.2.2.1 If during the course of performing weatherization services in a dwelling, Contractor identifies that significant structural and/or engineering changes may occur, Contractor shall re-obtain written permission of the owner-occupant dwelling from the owner of a rental unit prior to continuing with the scheduled work.

8.2.2.3 Rent Increase Restrictions

8.2.2.3.1 For a period of two years after weatherization work has been completed on a dwelling containing a unit occupied by an eligible household, the tenants in that unit (including households paying for their energy through their rent) will not be subjected to rent increases unless those increases are demonstrably related to matters other than the weatherization

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

work performed.

8.2.2.3.2 Contractor shall provide tenants a written summary of these conditions with the current telephone number of the Contractor and instructions on how to file a complaint should these conditions not be met. Contractor shall investigate all complaints filed and shall forward a copy of all written complaints to CSD or, if a verbal complaint has been made, contact CSD with the details of the complaint-including date complaint was made, date investigations began, and results.

8.2.2.3.3 CSD will evaluate the merits of the complaint and all supporting documentation. If CSD determines a complaint is valid, CSD may pursue collection activities against the landlord in the amount equal to the weatherization work performed on that unit and/or building.

8.2.2.4 Multi-Unit Dwellings

8.2.2.4.1 In accordance with 10 CFR § 440.22(b) (2), Contractor may weatherize the whole building containing rental dwelling units when 66 percent (50 percent for duplexes and four-unit buildings) or more of the dwelling units in the building are income eligible:

8.2.2.4.1.1 Are eligible dwelling units, or

8.2.2.4.1.2 The dwelling units will become eligible (occupied by eligible low-income tenants) within 180 days under a federal, state, or local government program for rehabilitating the building or making similar improvement to the building.

8.2.2.4.2 If dwelling units are qualified for services through a federal, state, or local government rehabilitation program, documentation to verify participation in the rehabilitation program is required in the master job file.

8.2.2.4.3 Contractor shall complete a Multi-Unit Dwelling Eligibility Certification (CSD 75P) or approved Contractor's equivalent for each building and shall maintain a copy in each individual client file.

8.2.2.4.4 Contractor shall certify unit eligibility by completing Energy

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Intake Form (CSD 43) or approved Contractor's equivalent for each dwelling unit in each building. Certification of eligibility by the owner/manager of the occupants of the building is not acceptable.

8.2.2.4.5 No undue or excessive enhancement shall occur to the value of the dwelling units.

8.2.2.5 Previously Weatherized Dwellings

8.2.2.5.1 Once a dwelling has been submitted to CSD for reimbursement as a completed unit, any subsequent weatherization services provided to the dwelling shall be considered reweatherization, unless the work performed is for a call-back as specified in 8.2.2.6 below.

8.2.2.5.2 A previously applied measure may be reinstalled during its useful life term, as described in the Reimbursement Rates for Weatherization and EHCS Activities, due to premature failure or if the measure was destroyed by the prior-occupying household. Justification for the replacement must be documented in the client file.

8.2.2.5.3 Unoccupied multi-unit dwellings previously weatherized in accordance with this Contract, and which receive appliance repair and/or replacement services upon occupation by an eligible tenant, shall be deemed re-weatherized dwellings.

8.2.2.5.4 If a dwelling has been previously weatherized under a CSD or another federal or non-federal program, Contractor may provide previously unapplied mandatory and optional measures.

8.2.2.6 Call-back

Services provided in a previously weatherized dwelling to correct a previously installed measure within the warranty period or as a result of a CSD inspection finding is a call-back and is allowable. Demographics for a callback are not included for reporting purposes.

8.2.2.7 Ineligible Dwellings

8.2.2.7.1 Contractor shall not weatherize a dwelling unit that is designated for acquisition or clearance by a federal, state, or local program within 12 months from the date of completion

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

of the proposed weatherization.

8.2.2.7.2 Contractor shall not weatherize any dwelling under this Contract unless the property owner and tenant agree to all the terms and conditions of the CSD Dwelling Assessment Form (CSD 540) and signs the Energy Service Agreement for Occupant (CSD 515A) or Service Agreement for Rental Property Owner (CSD 515B).

8.2.2.7.3 No institutional or commercial building including, but not limited to, universities, schools, nursing homes, or hospital, may be weatherized under this Contract.

8.2.2.7.4 Group Homes

The maximum reimbursement for a group home shall be equal to the current maximum average allowed for single family and multi-unit dwellings. If the building does not qualify as a multi-family structure, income eligibility is based on all occupants as a group, and the building must be weatherized as a single dwelling unit.

8.2.2.7.5 Shelters/Homeless Individuals

Maximum reimbursement will be based on the unit otherwise qualifying as a multi-unit structure. For the purpose of determining how many dwelling units exist in a shelter, a grantee may count each 800 square feet of the shelter as a dwelling unit or it may count each floor of the shelter as a dwelling unit. Eligibility of the occupants may be assumed if the owner/operator will certify in writing that occupancy is temporary and that admittance criterion complies with CSD contract eligibility guidelines, whether or not rent is paid has no effect on eligibility.

8.2.3 Minimum Requirements for Weatherization Services

8.2.3.1 Contractor must install all feasible weatherization measures in accordance with the CSD TRM.

8.2.3.2 Single-family detached and other single-story dwellings that have not been previously weatherized under a CSD program or another program may be weatherized under this Contract only if:

8.2.3.2.1 Ceiling Insulation plus two additional Mandatory Measures

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

are installed, or

8.2.3.2.2 In the event Ceiling Insulation is already installed or otherwise not feasible, at least three Mandatory Measures are installed.

8.2.3.3 Multi-unit dwellings that have not been previously weatherized under a CSD program or other program may qualify for weatherization services only if ceiling insulation plus two additional Mandatory Measures are installed or, in the event ceiling insulation is already installed or otherwise not feasible,-at least three Mandatory Measures are installed.

8.2.3.3.1 Installation of ceiling insulation shall be counted as a ceiling insulation measure for each unit within that building envelope.

8.2.3.3.2 Installation of a common water heater shall qualify as a Mandatory measure for each unit served by the same water heater.

8.2.3.4 If the required minimum number of weatherization measures cannot be installed due to the deferral of measures, then the entire unit shall be deferred in accordance with the CSD TRM.

8.2.3.5 The minimum number of weatherization measures may be leveraged or cost-shared with alternative funding as defined in Section 5.8.4.7.4. All leveraged measures used to fulfill the minimum number of required weatherization measures shall meet CSD installation standards.

8.2.3.6 Contractor may complete weatherization services on agriculture housing units or multi-family units if each unit is separately metered and the services will result in a cost savings to the tenant.

8.2.4 Dwelling Assessments

8.2.4.1 Contractor shall assess the dwelling of each eligible applicant to determine if the unit is structurally sound and not in need of extensive repairs.

8.2.4.2 Contractor shall determine whether the dwelling meets the criteria for a Historic Preservation Review pursuant to subsection 8.2.4.7.2.

8.2.4.3 Contractor shall ensure that all dwelling assessments are performed by trained individuals possessing all the required skill and training as specified in Section 9.1, Training Requirements.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.2.4.4 Contractor shall ensure job separation between staff performing dwelling assessments and the crew personnel responsible for performing the actual installation of weatherization measures. Assessors may not install weatherization measures in the same dwelling where the assessor performed the assessment for weatherization services.

8.2.4.5 If Contractor elects to subcontract with entities outside of CSD's network of Local Service Providers for the full installation of weatherization measures, the subcontractor performing the installation of weatherization measures shall not perform the dwelling assessment. Contractor shall ensure job separation by using Contractor's staff or another subcontractor to perform the dwelling assessments.

8.2.4.6 Contractor shall provide written documentation or notification to the owner-occupant and the owner of a rental unit or owner's agent and inform the tenant of any significant structural and engineering changes required to complete the weatherization work before the specified work commences.

8.2.4.7 Dwelling Assessment Performance

8.2.4.7.1 Dwelling assessments shall include the following required activities:

8.2.4.7.1.1 The visual assessment of the eligible dwelling to identify safety and structural hazards conditions present within the dwelling that may limit ability to perform any or all of the required weatherization services in accordance with CSD weatherization guidelines and terms of this Contract. Assessor shall disclose all noted safety and structural hazard conditions to the property owner and tenant, where applicable;

8.2.4.7.1.2 The visual inspection and pre-CAS diagnostic testing of all combustion appliances as to identify the presence of combustion appliance safety conditions within the occupied living space and requiring immediate attention and the offering of prescribed list of health and safety measures needed to remedy noted conditions; and

8.2.4.7.1.3 The visual inspection of dwelling to identify any structural deficiencies and/or barriers inhibiting

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

the ability for required pressurized diagnostics to occur. Assessor shall also inform client of the various types of diagnostic testing to be performed within the dwelling, including the general nature and benefits of each form of required diagnostic testing.

8.2.4.7.2 Historic Preservation Review of Dwellings

8.2.4.7.2.1 To ensure compliance with Section 106 of the National Historic Preservation Act (54 USCS § 100101 et seq. & § 300101 et seq., former 16 USCS § 470 et seq.), CSD will establish appropriate procedures for historic property review standards as outlined by a Programmatic Agreement with the State Historic Preservation Office. The established review standards will be utilized for weatherization activities conducted under the LIHEAP on dwellings that are 45 years or older. For purposes of this Contract, the historic review shall be known as the Historic Preservation Review.

8.2.4.7.2.2 Contractor shall ensure that a Historic Preservation Review is completed on a dwelling that is either: (1) 45 years or older, (2) located within a historic district, or (3) considered to be of exceptional importance under the National Register Criteria for Evaluation pursuant to 36 CFR § 60.4.

8.2.4.7.2.3 When a dwelling assessment is performed and the dwelling is determined to meet any of the criteria specified in subsection 8.2.4.7.2.2, Contractor shall initiate the Historic Preservation Review process pursuant to DOE WAP ARRA No. 010.

8.2.4.7.3 Combustion Appliance Safety (CAS) Diagnostic Testing

8.2.4.7.3.1 The completion of the entire combustion appliance safety (CAS) test is required on all dwellings with combustion appliances.

8.2.4.7.3.2 If it is determined during the CAS test that the

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

dwelling unit contains a condition that is hazardous to the occupants, proper steps must be taken to alleviate the hazard. In these cases, infiltration reduction measures may not be installed until the hazard has been corrected; however, Contractor may install non-infiltration measures in the interim, until the CAS condition is corrected.

8.2.4.7.4 If the dwelling unit is not eligible because of the need for extensive repair, the unit shall not be serviced, and Contractor should refer the applicant to the local Housing and Community Development Department, or other similar organizations or programs.

8.2.4.7.4.1 Documentation of such ineligibility due to the need for extensive repairs shall be recorded on the CSD Deferral (CSD 542).

8.2.4.7.4.2 If the applicant can obtain the necessary repairs to make the dwelling unit eligible for weatherization services, weatherization activities may be accomplished following the repair work.

8.2.4.8 Contractor shall ensure the health and safety of weatherization personnel in carrying out activities funded under this Contract. In the event the weatherization of a dwelling threatens the general health and safety of weatherization field personnel, Contractor shall take measures to ensure the safety of the personnel and thoroughly document the incident(s) utilizing the CSD Deferral (CSD 542). The deferral form does not need to be signed by the client where weatherization personnel construe the client or occupants of the dwelling to be threatening and hostile. If unable to get a signature, a certified letter shall be sent to the owner, along with the tenant if the residence is a rental.

8.2.5 Duct and Shell Diagnostic Testing

8.2.5.1 Contractor shall perform the shell leakage diagnostic testing only for shell sealing purposes on a minimum of 20 percent of the total SFD (one to four units) including mobile homes**,** and a minimum of five percent of MUD (five or more units) weatherized under this Contract. Shell leakage diagnostic testing shall be proportionate to the number of completed units for each quarterly period.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.2.5.2 Following a determination that no combustion byproduct hazards exist, Contractor shall perform pressure diagnostic guided infiltration reduction using a pre-weatherization shell leakage test.

8.2.5.3 Duct Blaster diagnostic testing shall be required on all dwellings with forced-air systems.

8.2.5.4 Contractor shall ensure that all dwelling diagnostic tests are performed by trained individuals possessing all the required skill and training as specified in Section 9.1, Training Requirements.

8.2.5.5 If an unvented space heater is being utilized, infiltration reduction measures shall not be applied unless venting is installed, or the unit is replaced.

8.2.6 Health and Safety Measures

8.2.6.1 Prior to the performance of any heating/cooling service, a qualified technician must perform a diagnostic inspection of the primary heating/cooling appliance to assess operational performance.

8.2.6.2 Contractor is authorized to mitigate health and safety hazards in accordance with the CSD TRM.

8.2.6.3 Health and Safety Measures and Mandatory Insulation Measures must be installed in priority order. Other Mandatory Measures must be installed before optional measures, and no measure shall be excluded, unless the:

8.2.6.3.1 Shell leakage and/or pressurized duct diagnostic test indicates that installation of the measure is not necessary;

8.2.6.3.2 Dwelling already has that measure in place;

8.2.6.3.3 Measure cannot be properly installed;

8.2.6.3.4 Client refuses installation (client refusal is to be documented and placed in file); or

8.2.6.3.5 Measure is not needed or required.

8.2.6.4 After Health and Safety Measures have been addressed, Insulation Measures, if feasible, must be installed prior to the installation of any other Mandatory and Optional Measures. Optional Measures need not be installed in priority order.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.2.6.5 If a health and safety hazard is found to exist that requires replacing or repairing a combustion appliance, the cost of which will preclude the installation of the required number of Mandatory Measures for a unit to be weatherized, the dwelling may qualify for weatherization under the following conditions:

8.2.6.6 The combustion appliance is repaired or replaced; and

8.2.6.7 All remaining feasible Mandatory Measures shall be installed.

8.2.6.8 Once feasible Mandatory Measures are installed, Contractor may install optional measures.

8.2.6.9 Health and Safety Measures

8.2.6.9.1 The following guidelines are restricted to occupied SFD and/or MUD units:

8.2.6.9.1.1 A residential heating source that qualifies for repair and replacement services must be a single, pre-existing heating appliance, serving as the dwelling's primary heating source; and

8.2.6.9.1.2 A residential cooling source that qualifies for cooling services must be a single, pre-existing cooling appliance, serving as the dwelling's primary cooling source, limited to mechanical air conditioners, central and window/wall air conditioners, and evaporative coolers.

8.2.6.9.2 Any and all health and safety heating/cooling appliance services shall be performed in accordance with the following guidelines:

8.2.6.9.2.1 All repair and replacement services are limited to dwellings with pre-existing heating and cooling appliances. An exception to this rule exists, however, for those dwellings without a heating and cooling appliance and there are no means to provide adequate heating and/or cooling during a climatic season that would cause imminent harm to the health and wellbeing of individuals or the household.

8.2.6.9.2.2 For those conditions where a true crisis exists,

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

and the heating and/or cooling needs cannot be remedied by the installation of a permanent repair or new appliance installation, Contractor shall provide such dwellings with temporary portable devices to support the means of providing adequate cooling and/or heating to occupants of the residence to alleviate the crisis situation and to meet basic heating/cooling needs.

8.2.6.9.2.2.1 Occupant shall be advised of the higher energy consumption associated with portable heating/cooling devices.

8.2.6.9.2.2.2 Occupant shall certify that all of the manufacturer's safety instructions will be abided by.

8.2.6.9.2.2.3 Contractor shall make all attempts to purchase Energy Star-rated portable devices if available.

8.2.6.9.2.3 The age of a heating/cooling appliance shall not be used as a basis for replacement.

8.2.6.9.2.4 When repair, replacement, or installation of a primary heating appliance is required in accordance with the conditions and requirements above but cannot be completed for any reason, the entire dwelling shall be deferred.

8.2.6.9.3 Contractor shall repair a defective primary heating appliance when the cost to assess and repair is estimated at less than 50% of the cost of installing a new replacement unit.

8.2.6.9.4 If during the course of repairing the defective unit additional problems are found that would increase the cost of repairs to more than the allowable limit for repair costs, the unit may be replaced.

8.2.6.9.5 When replacement of a defective primary heating/cooling appliance is performed, Contractor shall perform necessary duct repair and/or replacement services in order to conform

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

to Title 24 requirements.

8.2.6.9.6 Fuel switching or replacement of a heating/cooling appliance for an alternate type shall only be allowed when justified by an energy audit as described in TRM Appendix D *Energy Audit/Priority List Protocol*.

8.2.7 Energy Audit Requirements

8.2.7.1 If all feasible measures classified under Health and Safety, Infiltration Reduction and other Mandatory Measures have been assessed, Contractor may assess additional measures utilizing a CSD-approved Energy Audit in accordance with CSD TRM Appendix D.

8.2.7.2 Energy audits shall be conducted as specified in the CSD TRM Appendix D incorporated by reference to this Contract and available on the CSD Local Agencies Portal website at https://agencies.csd.ca.gov/home/Energy/Pages/Weatherization.aspx.

8.2.7.3 Contractor must utilize the CSD-approved energy audit tool appropriate to the building type as identified in CSD TRM, Appendix D.

8.2.8 Occupant Notification

If, in accordance with the provisions of this article, any notice to an occupant is required, a copy of the written notice shall be given to the owner of the unit, when the unit is occupied by a non-owner occupant, or when the unit is vacant.

8.3 Energy Crisis Intervention Program (ECIP) Services Activity Guidelines

8.3.1 Purpose of ECIP Funds

ECIP funds may only be used to resolve an emergency as defined in 42 USC § 8622(1), including:

8.3.1.1 A natural disaster (whether or not officially declared),

8.3.1.2 A significant home energy supply shortage or disruption,

8.3.1.3 An official declaration of a significant increase in:

8.3.1.3.1 Home energy costs;

8.3.1.3.2 Home energy disconnections;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.3.1.3.3 Enrollment in public benefit programs; or

8.3.1.3.4 Unemployment and layoffs.

8.3.1.4 An official emergency declaration by the Secretary of Health and Human Services.

8.3.1.5 In those situations where there is not an official federal, state, or local declaration of emergency, e.g., an undeclared natural disaster or a significant home energy supply shortage or disruption that affects a low-income individual, an emergency will be deemed to exist by CSD where there is imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

8.3.2 Capacity and Responsibility to Provide Emergency Assistance

8.3.2.1 In accordance with federal and state law and ECIP Policy and Procedures, Contractor must be qualified and capable of carrying out an energy crisis intervention program that provides timely and effective emergency assistance, not later than the timeframes stated in 42 USC § 8623(c), that resolves the energy crisis. Contractor must meet minimum program requirements for timing and ensuring accessibility to eligible applicants as further defined at 42 USC § 8623(c).

Once applicants meet the eligibility and prioritization criteria and funds are available, Contractor shall:

8.3.2.1.1 Within 48 hours after a household applies and is determined to be eligible for ECIP, provide assistance in the form of a payment guarantee to the appropriate gas or electric vendor or a WPO payment that will resolve the energy crisis; and

8.3.2.1.2 Within 18 hours after a household applies and is determined to be eligible for ECIP, provide assistance in the form of a payment guarantee to the appropriate gas or electric vendor or a WPO that will resolve the energy crisis if such household is in a life-threatening situation.

8.3.2.2 Contractor shall provide all reasonable information requested by CSD during the term of this Contract in order to enable CSD to assess the adequacy of Contractor's current energy crisis intervention program and Contractor's ability to implement the program.

8.3.2.3 Federal and state law permit the allowability of costs to the ECIP only

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

where the costs are used to provide emergency assistance in an energy crisis. In addition to all other provisions in this Contract permitting, restricting, or otherwise relating to ECIP costs, such costs are allowable only upon adequate demonstration by the Contractor that the related activities meet the definition of "emergency" as specified in federal law and this Contract.

8.3.3 ECIP Fast Track and WPO

8.3.3.1 Contractor shall provide ECIP Fast Track and WPO Services in accordance with the Agency Local Plan in Article 14.

8.3.3.2 Applicant Eligibility

8.3.3.2.1 Contractor shall provide assistance only to households with incomes that do not exceed an amount equal to 60% of the State median income.

8.3.3.2.2 Income verification must be for one month and current within six weeks of the application intake date or an annual award letter. For acceptable types of documentation, refer to the LIHEAP Eligibility and Verification Guide. Contractor shall retain appropriate documents in each applicant's file establishing applicant eligibility.

8.3.3.2.3 Contractor shall collect copies of all of the household's energy utility bills for the current month, and if applicable, receipt(s) for (WPO) to determine the client's energy burden.

8.3.3.2.4 Conditions for ECIP services must meet the criteria for an emergency as defined in 42 USC §8622(1), ECIP Policy and Procedures and Article 13, Definitions.

8.3.3.2.5 ECIP Fast Track Utility Assistance

8.3.3.2.5.1 The applicant must receive energy services and be billed directly by one of the following energy providers: a utility company and/or a mobile home park that owns its own power source(s) or a submetering billing service with the statutory authority to shut off utility services.

8.3.3.2.5.2 For purposes of the present Section 8.3.3, an emergency energy-related crisis does not exist if the cost of energy is included in the applicant's

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

rent, and Contractor may not make ECIP Fast Track payment(s).

8.3.3.2.6 In addition to the applicant eligibility criteria listed above, services for ECIP Fast Track and ECIP WPO may not be provided unless at least one of the following criteria pursuant to Government Code §16367.5 (e) pertains and is documented or certified by Contractor:

8.3.3.2.6.1 Proof of utility shutoff notice;

8.3.3.2.6.2 Proof of energy termination;

8.3.3.2.6.3 Insufficient funds to establish a new energy account;

8.3.3.2.6.4 Insufficient funds to pay a delinquent utility bill;

8.3.3.2.6.5 Insufficient funds to pay for essential firewood, oil, or propane; or

8.3.3.2.6.6 CSD further defines WPO crisis as 30 days or less of fuel.

8.3.3.3 ECIP Fast Track Benefit Determination

ECIP Fast Track benefits shall be determined using the base benefit amount and, when applicable, a Contractor-determined supplemental benefit amount. Contractors shall issue ECIP Fast Track benefits in accordance with the following:

8.3.3.3.1 Contractor shall ensure that the total ECIP Fast Track benefit amount (Base benefit amount plus supplemental benefit amount) is limited to and does not exceed the total amount due (at the time of intake) to the utility company for energy charges, reconnection fees, and other assessed utility fees/surcharges in order to alleviate the crisis situation.

8.3.3.3.2 When only issuing the base benefit amount (no supplemental payment), Contractor may exceed the total amount due to the utility company in energy charges, reconnection fees, delinquent utility bill establishing arrearages and/or past due balances, and other assessed utility fees/surcharges to alleviate the crisis situation.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.3.3.3.3 Contractor shall ensure that the maximum total ECIP Fast Track benefit amount (Base benefit amount plus supplemental benefit amount) does not exceed $1,500. If Contractor uses program income to provide a supplemental ECIP Fast Track payment, the total payment cannot exceed $1,500.

8.3.3.3.4 Contractor shall provide full justification for benefits paid by documenting the client file(s) to include the amount of charges and verification by the utility company.

8.3.3.3.5 Contractor shall review, check for duplicates, and approve applications in accordance with Contractor's approved Agency Local Plan in Article 14 and the current LIHEAP Eligibility and Verification Guide.

8.3.3.4 WPO Benefit Determination

8.3.3.4.1 WPO benefits shall be determined in accordance with CPA-E-21-04 and CPA-E-21-04M WPO Benefit Formula Implementation.

8.3.3.4.2 Contractor shall review, check for duplicates, and approve applications in accordance with Contractor's approved Agency Local Plan in Article 14 and the current LIHEAP Eligibility and Verification Guide.

8.3.3.5 ECIP Fast Track/WPO Payment Guidelines

8.3.3.5.1 Eligible households may receive only one ECIP Fast Track/WPO, or HEAP/WPO payment per program year; however, Contractor can use program income to provide a supplemental ECIP Fast Track/WPO or HEAP/WPO for clients experiencing an extenuating circumstance. In addition to receiving one ECIP (Fast Track/WPO) or HEAP/WPO payment, eligible households may receive ECIP EHCS services and/or other weatherization services, if needed.

8.3.3.5.2 Contractor shall ensure that the maximum base benefit total for ECIP WPO does not exceed $1,000. If Contractor uses program income to provide a supplemental ECIP WPO payment, the total payment cannot exceed $1,000.

8.3.3.5.3 CSD shall establish and administer a supplemental benefit to cover delivery fees or other additional costs assessed by

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

WPO fuel vendors. These additional charges may vary and are not consistent across fuel vendors. The supplemental benefit is in addition to the standard WPO fuel benefit and shall not exceed $500 per household. Refer to CPA-E-21-04 and CPA-E-21-04M for allowable uses of the supplemental benefit.

8.3.3.5.4 Contractor shall exercise due care to ensure that duplication of ECIP Fast Track/WPO or HEAP/WPO payments does not occur at any time during the term of this Agreement.

8.3.3.5.5 When a HEAP payment or ECIP Fast Track payment has been made directly to an energy vendor, notification of payment(s) shall be shown as a credit on the utility bill(s).

8.3.3.6 ECIP WPO Payment Guidelines Specific

8.3.3.6.1 Contractor shall complete the ECIP/HEAP Payment Request Confirmation (CSD 415) or approved Contractor's equivalent form or approved Contractor's equivalent process that confirms payment was made to the client's account. If the client does not have an account, confirmation of the delivery of the benefit to the client is required.

8.3.3.6.2 Contractor shall make payments directly to energy vendors on behalf of clients whose energy sources are wood, propane, or oil.

8.3.3.6.3 CSD will not make payments to clients for WPO assistance.

8.3.3.6.4 Before paying energy vendors, Contractor shall verify that charges for the services and goods provided are reasonable and within fair market value.

8.3.3.6.5 Contractor shall notify the applicant of the recipient household, in writing, when payments are made directly to an energy vendor for wood, propane, or oil on their behalf.

8.3.3.6.6 Contractor shall forward payments for WPO on behalf of applicants to corresponding energy vendor within 60 calendar days from the date obligation was incurred, unless a formal contract, approved by CSD, between Contractor and vendor provides for other terms.

8.3.4 ECIP Emergency Heating and Cooling Services (EHCS)

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.3.4.1 Applicant Eligibility

Eligibility of the applicant shall meet all requirements for eligibility as described in the Weatherization Activity Guidelines specified in Section 8.2.

8.3.4.2 Dwelling Eligibility

Eligibility of the dwelling shall meet all requirements for eligibility as described in the Weatherization Activity Guidelines specified in Section 8.2.

8.3.4.3 Dwelling Assessments

8.3.4.3.1 Assessment of the dwelling shall meet all requirements as described in the Weatherization Activity Guidelines specified in Section 8.2.

8.3.4.3.2 Work crews of Contractor who are only performing heating and cooling services shall not be required to perform the entire CAS test and may limit the testing to only the heating and cooling appliances to be repaired or replaced.

8.3.4.4 Allowable Services

ECIP EHCS may be used for the repair, replacement, and new installation of heating/cooling and water heating appliances identified in the ECIP Policy and Procedures and must meet the following criteria:

8.3.4.4.1 The applicant is income eligible and submits the required documentation to complete the eligibility of the dwelling;

8.3.4.4.2 The applicant has insufficient funds to pay the cost of repairing or replacing an eligible heating or cooling appliance or for a new heating or cooling appliance;

8.3.4.4.3 The appliance condition meets one of the appliance repair/replacement criteria as defined in the ECIP Policies and Procedures; and

8.3.4.4.4 The services to mitigate and completely resolve the emergency and satisfy the relevant emergency assistance meet the timeframes as defined in the ECIP Policies and Procedures.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.3.5 Natural Disasters

8.3.5.1 When a dwelling that has been damaged by a natural disaster such as fire, flood, earthquake, hurricane, etc., a scope of work shall be submitted to CSD for approval prior to beginning work related to a natural disaster.

8.3.5.2 The occupant shall be certified as currently eligible and a dwelling assessment shall be performed.

8.3.5.3 Contractor may have damages repaired that are within the scope of the weatherization program if the same services will not be paid for or reimbursed by any other source.

8.4 ECIP Fast Track and HEAP Electric and Gas Pledge Guidelines

8.4.1 Contractor shall pledge all applications where the Contractor has determined the applicant has a qualifying emergency as specified in subsection 8.3.3.2.6 of Section 8.3, regardless if the benefit is issued under ECIP Fast Track or HEAP Electric and Gas, provided that the application meets the eligibility and prioritization criteria and Contractor's Utility Assistance funds are available.

8.4.2 After a pledge has been made, Contractor shall submit the application to CORE as specified in subsection 6.1.1, of Section 6.1.

8.4.3 Contractor shall determine the applicant has met the eligibility requirements prior to pledging. If an eligible applicant is subsequently determined to be ineligible, Contractor shall cancel the ineligible applicant's pledge with the Utility Company within five business days upon such determination.

8.4.4 If the applicant's pledge amount changes, Contractor shall adjust the pledge amount with the Utility Company.

8.5 SWEATS and PSPS Activity Guidelines

8.5.1 The SWEATS Policy was developed by CSD to facilitate the delivery of allowable LIHEAP emergency service provisions during an emergency such as a natural disaster or energy supply shortage or disruption. SWEATS services are further defined in guidance memorandum CPN-E-20-01 SWEATS Policy, and services shall be administered in accordance with guidelines, reimbursement provisions, and other information issued by CSD during a qualifying event. Contractor shall ensure SWEATS implementation and administration is in accordance with CPN-E-20-01.

8.5.2 The PSPS Policy was developed to facilitate the delivery of allowable services to

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

low-income households medically vulnerable to the effects of energy related emergencies and residing in designated High Fire Risk Areas. Contractor shall ensure that PSPS implementation and administration is in accordance with CPN-E-20-02 PSPS Emergency Preparedness Pilot Policy and CPN-E-20-02M3.

8.6 Quality Assurance

8.6.1 Certification

Contractor, or its designee, shall establish a comprehensive, detailed, and fully documented Quality Control procedure to assess the quality and completeness of Weatherization and ECIP EHCS work performed under this Contract. Such assurance shall be documented on the CSD Dwelling Assessment Form (CSD 540) and CSD Post Inspection Form (CSD 611) or approved Contractor's equivalent and shall be signed and dated by a certifying Contractor representative.

8.6.2 Post-Weatherization Inspections

8.6.2.1 Contractor shall perform Post-Weatherization Inspections on 100 percent of the dwellings weatherized under this Contract. Weatherization jobs where measures installed are limited to lightbulbs, water measures and alarms are exempt from receiving post-inspections.

8.6.2.2 If Contractor is unable to perform a post-inspection, Contractor must demonstrate that a reasonable attempt was made to schedule or perform the post-inspection. Attempts must be fully documented on the Agency Weatherization Inspection Report (CSD 611) and maintained in the client file. The following shall constitute a reasonable effort:

8.6.2.2.1 One phone call attempt plus one correspondence to client stating an attempt was made to inspect and offering to reschedule; or

8.6.2.2.2 One missed appointment or a client refusal plus one correspondence stating an attempt was made to inspect and offering to reschedule.

8.6.2.3 Post-Weatherization inspections shall be conducted for the purpose of assessing the quality and completeness of performed weatherization services and compliance with CSD TRM. The post-inspection shall:

8.6.2.3.1 Verify that all measures were completely installed in accordance with said terms and conditions of this Contract;

8.6.2.3.2 Review of installed measures to determine the absence of any

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

feasible Mandatory Measure not installed and the installation of a measure (non-feasible measure) that may not be in compliance with said standards and the terms and conditions of this Contract;

8.6.2.3.3 Verification that the unit received shell leakage, and duct leakage testing, as applicable;

8.6.2.3.4 Verification that required CAS testing of eligible combustion appliances was performed and inspection of combustion appliances to verify the safe operating condition of combustion appliances within the dwelling residence; and

8.6.2.3.5 Verification that an energy audit was performed when required and in compliance with Energy Audit/Priority List Protocol.

8.6.2.3.6 Confirm ECM's installed as part of an energy audit meet energy audit improvement results including but not limited to: accurate reporting of dwelling characteristics, confirmation of pre and post blower door and duct testing results were accurately reported and coincided with the reported data on the Shell Leakage Datasheet (CSD 704) and Duct Leakage Datasheet (CSD 706); measured insulation R-values, accurate reported efficiencies and costs of heating/cooling and water heating appliance efficiency installations; and that the costs billed do not exceed the improvement costs identified in the Improvement Analysis Report.

8.6.2.3.7 Inspection of the unit dwelling to ensure that all identified health and safety hazards, whether pre-existing or resulting from the performance of weatherization services, have been successfully remedied.

8.6.2.4 Contractor shall ensure that Post-Weatherization Inspections are performed by trained staff successfully completing all required training as specified in Article 9.1, Training Requirements.

8.6.2.5 If Contractor subcontracts Post-Weatherization Inspection services, then Contractor must aggregate weatherization jobs to mitigate the cost associated with performing inspections. The maximum allowable cost of each post-inspection by a subcontractor is as follows:

8.6.2.5.1 Subcontractors awarded a contract through a competitive

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

procurement process shall not exceed the measure maximum per inspection. The inspection rate includes all expenses related to the Post-Weatherization Inspection such as the cost of the inspection, administration, and travel costs of subcontractor.

8.6.2.5.2 Subcontractors that are part of CSD's network of LIHEAP contractors, and performing inspections under a contract, Memorandum of Understanding or similar contract, and not competitively procured in accordance with the Contractor's procurement process and procedure, shall bill actual costs for the Post-Weatherization Inspection and related expenses such as inspector wages, overhead, administration and travel costs of subcontractor. The total cost of all related expenses shall not exceed the measure maximum per inspection.

8.6.2.6 Contractor shall ensure job separation between staff performing post-weatherization inspection activities and weatherization crew personnel performing the physical installation and performance of weatherization measure services funded under this Contract.

8.6.2.7 If Contractor elects to subcontract with entities outside of CSD's network of Local Service Providers for the full installation of weatherization measures, the subcontractor performing the installation of weatherization measures shall not perform the post-weatherization inspection activities. Contractor shall ensure job separation by using Contractor's staff or another subcontractor to perform the post-weatherization inspection.

8.6.2.8 The Quality Assurance Inspector shall certify the performance of Post-Weatherization Inspections of dwelling units by completing and signing Contractor Post-Weatherization Inspection Report (CSD 611). Contractor shall retain a copy of the completed and signed form in the client file.

8.6.3 Third-Party Inspections

8.6.3.1 CSD may use a third-party inspector to review and verify that the weatherization activities performed under this Contract conform to applicable standards and practices.

8.6.3.2 Contractor or a ride-along (designated representative) shall accompany the inspector on client inspection visits and shall provide equipment to the inspector. When possible, Contractor shall make corrections during the client inspection visits.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

8.6.3.3 Contractor agrees to remedy all Nonhazardous Conditions (nonhazardous work deficiencies) noted by CSD or its designee within 20 business days of written notification.

8.6.3.4 Contractor must remedy all Hazardous Conditions resulting from weatherization measure installation in accordance with the TRM. Any Hazard Fails that are not remedied within 18 hours will require completion of the Hazardous Correction Work Plan denoting the reason why the hazardous correction is unable to be resolved within 18 hours and the action that will be taken to resolve the hazard.

8.6.3.5 Contractor must remedy all inspection corrections identified on the Comprehensive Inspection Report including confirmation of correction to CSD's third-party inspector within 20 business days.

8.6.4 Noncompliance

8.6.4.1 Contractor shall be subject to the withholding of any or all reimbursements for failure to completely resolve an identified Fail or Hazardous Condition in accordance with the TRM. The reimbursement sanction will apply to the next fiscal reimbursement request associated with the program of the weatherized unit in question. The reimbursement sanction will remain in effect until Contractor successfully resolves the Fails or Hazardous Condition and confirms the resolution with CSD and the designated Inspection Contractor. The sanction will apply to all subsequent fiscal reimbursement requests of the primary funding source in question so long as the Fails and Hazard Fails remains unresolved.

8.6.4.2 If it is determined that the Contractor has failed to resolve an identified Hazardous Condition in accordance with the Hazardous Correction Work Plan, CSD may utilize the services of the designated Inspection Contractor to successfully resolve the delinquent Hazardous Condition. Contractor will assume responsibility for costs associated with the use of Inspection Contractor's services. The costs will include labor, materials, and travel equal to the Inspection Contractor's training and technical assistance hourly rate and the total amount will be withheld from the Contractor's next request for fiscal reimbursement.

8.6.4.3 If it is determined that the Contractor has incorrectly billed CSD because a measure was not installed, or the quantity installed is less than the quantity billed, Contractor shall install the billed measure or quantity, if feasible. In cases when a physical remedy is not possible, repayment of the labor and material costs for the non-installed measure or quantity

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

will be withheld from subsequent reimbursements.

8.6.4.4 Contractor will be subject to Special Conditions, in accordance with Section 10.4, if it is determined that one or more of the following conditions exist:

8.6.4.4.1 Contractor has a history of unsatisfactory performance;

8.6.4.4.2 Identification of one or more Hazardous Conditions in dwellings weatherized by Contractor;

8.6.4.4.3 Failure to remedy an identified Hazardous Condition in a timely manner; and

8.6.4.4.4 Substantial number of Nonhazardous Conditions and/or identified trends or patterns of nonconformance to installation criteria.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

ARTICLE 9 – TRAINING, LICENSING, AND CERTIFICATIONS

9.1 Training Requirements

9.1.1 CSD's statewide training program is detailed in the CSD Training Policies and Procedures Manual (TPPM) Version 3.0. Contractor shall ensure weatherization service activities covered by this Agreement are performed by properly licensed contractors and/or properly trained individuals in accordance with training requirements specified in the TPPM.

9.1.2 Contractor shall maintain and make available for reference to Contractor's employees and subcontractors who perform weatherization services, the following documents:

9.1.2.1 CSD TRM;

9.1.2.2 CSD Training Policies and Procedures Manual (TPPM) Version 3.0;

9.1.2.3 Other applicable policies and procedures;

9.1.2.4 Official State and Federal Program Notices;

9.1.2.5 Current CSD Field Forms; and

9.1.2.6 Required Training Materials

9.2 Contractor Licensing

Contractors, unless otherwise exempt or their subcontractors performing basic weatherization services under this Contract shall comply with TRM and the following licensing requirements:

9.2.1 Possess and maintain an active Class "B" General Building Contractor license, issued by the Contractors State License Board (CSLB) in the name of the Contractor/qualifying individual;

9.2.2 Fulfill the requirements of, and receive certification pursuant to the Toxic Substances Control Act, Section 402 (15 USC § 2601 et seq.; 40 CFR § 745.226 & 227);

9.2.3 Contractor, unless otherwise exempt from the licensing requirement, shall upload and maintain a copy of the current Class "B" CSLB license into the CSD Training Portal.

9.2.4 Contractor is responsible for ensuring that all subcontractors have active licensing

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

and are in good standing for the duration of the subcontract; and

9.2.5 Contractor shall immediately notify CSD when any changes in licensing occur.

9.3 Special Licensing - Weatherization

9.3.1 Special licensing may also be required for the installation and/or repair of Evaporative Cooler, Cook Top and Range, Vented Space Heater, Air Conditioning, and Gas and Electric Water Heaters, if two or more weatherization measures are not installed in a single unit. Electrical wiring upgrade/replacement and knob and tube wiring certification will always require a C-10 license.

9.3.2 Specialty subcontractors must possess all applicable licenses as required by the CSLB to carry out installation and/or repairs. Specialty licensing is required for specific measures including: C-10 Electrical Contractor (including electrical wiring upgrade/replacement and knob and tube wiring certification); C-20 Warm-Air Heating, Ventilation and Air-Conditioning Contractor; C-36 Plumbing Contractor; C-46 Solar Contractor; C-47 Mobile Home Contractor; and D-65 Weatherization Energy Conservation.

9.3.3 Contractor is responsible for ensuring that all subcontractors have active licensing and are in good standing with the CSLB for the duration of the subcontract.

9.4 Environmental Protection Agency (EPA) Certifications

9.4.1 All contractors providing services utilizing in-house crews shall be certified as an EPA Certified Firm in accordance with EPA's Renovation, Repair and Painting Program requirements (40 CFR Part 745). Contractors who subcontract all of their weatherization and ECIP EHCS services are required to be certified and shall have at least one EPA Certified Renovator on staff for subcontractor oversight purposes.

9.4.2 Contractors shall ensure that all subcontractors whose work potentially disturbs lead paint are EPA Certified Firms and have EPA Certified Renovators on staff.

9.4.3 Any contractor without the required certification will not be allowed to perform weatherization or EHCS services.

9.5 Mandatory Training

Contractor must participate in mandatory training such as eligibility start-up training, TRM training, contract review webinars, monitoring trainings and other trainings CSD deems mandatory. CSD will provide notice of mandatory training to Contractor via announcement posted on the LAP, at least ten business days prior to the date the mandatory training is scheduled to occur.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

COMPLIANCE REQUIREMENTS

ARTICLE 10 – COMPLIANCE POLICIES AND PROCEDURES

10.1 Right to Monitor, Audit, and Investigate

10.1.1 Contractor shall comply with any duly authorized representative of the federal or state government who is conducting a monitoring visit, audit, or an investigation in accordance with 42 USC § 8627 and Gov Code § 16366.7, as amended.

10.1.2 Contractor shall, upon reasonable notice, make available all information and materials reasonably necessary for CSD to substantiate to its satisfaction that expenditures incurred under this Contract are allowable and allocable, including, but not limited to files, books, documents, papers, and records. Contractor agrees to make such information and materials available to the federal government, the State, or any of their duly authorized agents or representatives, for purpose of examination, copying, or mechanical reproduction, on or off the premises of the subject entity.

10.1.3 All contracts entered into by Contractor with audit firms for purposes of conducting independent audits under this Contract shall contain a clause allowing CSD or any duly authorized agent or representative of the federal or state government timely access to the working papers of the audit firm(s).

10.2 Auditing Standards and Reports

10.2.1 Auditing Standards

10.2.1.1 *Applicability.* The standards set forth in 2 CFR Part 200 Subpart F – Audit Requirements are hereby incorporated by reference.

10.2.1.2 *Supplemental Audit Guide.* In addition to the audit requirements specified above, Contractor must follow the most current CSD Supplemental Audit Guide, incorporated into this Contract by reference in Article 14. The Supplemental Audit Guide may be accessed at the CSD LAP.

10.2.2 Audit Reports

10.2.2.1 Funds provided under this Contract shall be included in an audit conducted in accordance with the provisions of 2 CFR Part 200 Subpart F – Audit Requirements, standards promulgated by the American Institute of Certified Public Accountants (AICPA), and those standards included in the U.S. Government Accountability Office's "Government Auditing Standards," July 2018 Revision, as amended April 2021.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Please note: February 2024 revision of Government Auditing Standards is effective for financial audits, attestation engagements, and reviews of financial statements for periods beginning on or after December 15, 2025, and for performance audits beginning on or after December 15, 2025.

10.2.2.2 Organizations *below audit threshold.* Contractors falling below the federal funding threshold that mandates a single audit may be subject to an audit and/or other fiscal- or program-specific review conducted by CSD or its agents, upon 30-day written notice.

Organizations below audit threshold. Contractors falling below the federal funding threshold, currently $1,000,000, that mandates a single audit may be subject to an audit and/or other fiscal- or program-specific review conducted by CSD or its agents, upon 30-day written notice. In addition, agencies will be required to submit an email to audits@csd.ca.gov certifying they fall below the audit threshold in accordance with Section 10.2.3.

10.2.2.3 The financial and compliance audit report shall contain the following supplementary financial information: a Schedule of Expenditures of Federal Awards (SEFA) in accordance with 2 CFR § 200.510. All LIHEAP grants shall be reported separately on the SEFA by program component, i.e., Weatherization (Wx) and ECIP/HEAP/Assurance 16 (EHA16). In addition, a separate Supplemental Statement of Revenues and Expenditures (SSRE) for each contract whose term ends during the single-audit fiscal year shall be included in that year's single audit. The SSRE shall report revenue and expenditures for CSD funding by contract line item and Contractor's fiscal year. The SSRE shall cover the entire contract term as required in CSD's Supplemental Audit Guide.

10.2.3 *Submission of Audit Reports.* Contractor shall submit to CSD one electronic copy of the required audit report(s) and any management letter(s) issued by the accountant, within the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the Contractor's fiscal year.

10.2.4 The audit report(s) and all supplemental financial information must be submitted to the following addresses:

Electronic copy:
audits@csd.ca.gov

Upon receipt of the audit report, CSD's Audit Services Unit (ASU) will send a confirmation email within 5 to 10 business days. Contractor should verify receipt of ASU's confirmation email to ensure your single audit was received.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

10.2.5 Failure to Comply with Audit Reporting Requirements

If Contractor fails to comply with Federal statutes, regulations or the terms and conditions of this Contract, CSD may impose a high-risk designation and additional conditions, as described in CPN-A-24-01 - Single Audit Requirements and 22 CCR § 100875.

10.2.6 Collection of Disallowed Costs based on an Audit Transmittal Report (TR)

10.2.6.1 If Contractor challenges questioned costs and submits complete and accurate information or documentary evidence in support of the allowability of questioned costs, CSD shall, after consideration of Contractor's submission issue a final TR, no later than 30 days after receipt of Contractor's information or documentation. If questioned costs are determined to be owning, CSD's Fiscal Accounting Services Unit (FASU) will send an invoice. Contractor will tender payment to FASU or a repayment plan acceptable to FASU.

10.2.6.2 All statements, notices, responses and demands issued in accordance with this Section 10.2.6 shall be in writing.

10.2.6.3 CSD may, at its discretion, reasonably extend the time periods allowed for responses specified in this Section 10.2.6.

10.3 Compliance Monitoring

10.3.1 Contractor shall substantiate that all costs claimed pursuant to this Contract are allowable and allocable under all applicable federal and state laws. To be entitled to reimbursement, Contractor must trace all allowable costs to the level of expenditure, to include providing supporting documentation reasonably necessary to substantiate the validity of such claim.

10.3.2 Contractor shall ensure that funds allocated are expended for the purposes identified in federal law and state law and are allowable and allocable costs pursuant to this contract.

10.3.3 Contractor shall comply with CSD's on-site or in-house and follow-up monitoring of Contractor to ensure that Contractor meets the Production Plan, administrative standards, financial management requirements, and other requirements of LIHEAP.

10.3.4 CSD shall provide Contractor reasonable advance notice in writing of on-site and/or in-house monitoring reviews of Contractor's program or fiscal performance.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

10.3.5 Compliance monitoring will consist of a questionnaire that Contractor will be required to complete and return to CSD within 30 calendar days from receiving the questionnaire.

10.3.6 CSD will conduct client file reviews to verify compliance with financial and program requirements. CSD shall notify Contractor of the client files requested, and Contractor shall provide the client files within five business days.

10.3.7 CSD may increase the number of client files reviewed and frequency of client file reviews based on the severity of non-compliance issues identified during the client file review process.

10.3.8 Contractor shall cooperate with CSD, including its representatives, and provide access to all programs, records, documents, resources, personnel, inventory, and other things reasonably related to the administration and implementation of the services and activities funded directly or indirectly by this Contract. To the extent Contractor maintains records and documents in an electronic format, Contractor must make such records and documents readily available to CSD: 1) for review on an appropriate electronic device provided by Contractor; and/or 2) for reproduction in electronic and/or hard copy format, as is necessary to effect the purposes of this Section 10.3. In order to realize the objectives of this subsection and to ensure that the integrity of the program, the proper expenditure of grant funds, and to prevent fraud, waste, abuse, and unjust enrichment, whether by design or inadvertence, Contractor shall cooperate with CSD as follows:

10.3.8.1 Upon request, provide a list of clients, jobs or properties to or for which LIHEAP services have been provided by Contractor, and to or for which Contractor has provided related services under other federal, State or non-governmental programs such as, but not limited to, public and private utility company programs, collectively "Associated Programs."

10.3.8.2 With respect to such list of clients, jobs, or properties, provide CSD and/ or the investigative entities or persons referenced in Section 10.1.1, access to client files or similar records and documents of the Associated Programs for the purpose of determining whether related services have been provided that result in duplicate billings or any violation of federal or State law, this Contract, or applicable federal and/or State LIHEAP guidelines.

10.3.8.3 For purposes of this Section 10.3.8:

10.3.8.3.1 "Duplicate billing" is defined as receiving reimbursement from more than one funding source for the same expenditures or costs, whether in whole or in part, that Contractor incurs in connection with rendering a service to or for a client, job, or

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

property, resulting in a total reimbursement to Contractor, from all sources, in excess of actual expenditures or costs incurred.

10.3.8.3.2 To the extent necessary to realize the objectives of this article, the term "Contractor" includes any subcontractor or agent of Contractor in possession of the files, records, or documents or other information bearing on related services under any relevant Associated Program.

10.3.8.4 Contractor has no obligation to provide access to the client files, records, and documents of an Associated Program when no LIHEAP services have been provided and the client, job, or property is not required to be on the list furnished to CSD by Contractor, as provided herein.

10.3.8.5 In the event Contractor is unable to comply with the provisions of subsections 10.3.8.1 or 10.3.8.2 because of restrictions placed on Contractor by law in connection with an Associated Program, or restrictions imposed on Contractor pursuant to a binding written contract between Contractor and the funding source of such Associated Program, then Contractor shall so inform CSD by written declaration and provide supporting documentation for such declaration. Contractor shall, together with any declaration made, certify to CSD in writing that:

10.3.8.5.1 Contractor has not submitted duplicate billings to both LIHEAP and Associated Program; or

10.3.8.5.2 Contractor has not otherwise engaged in similar actions in violation of federal or state law.

10.3.9 CSD will host a File Transfer Protocol (FTP) Server and provide Contractor with specifications, documentation, and sample of FTP file configurations screens, as necessary, to enable Contractor to use the FTP Server to upload client files, records, and documents. Contractor shall submit client files, records, and documents via the FTP to allow CSD to complete an in-house review.

10.3.10 In the event that CSD determines that Contractor is not in compliance with material or other legal requirements of this Contract, CSD shall provide the observations, recommendations, or findings and request for a corrective action plan to Contractor in writing. Contractor shall submit to CSD a specific action plan for correcting the noncompliance.

10.3.11 Collection of Disallowed Costs

10.3.11.1 In the event questioned costs are identified in a final decision on cost

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

disallowance issued by CSD, Contractor shall comply with any demand for repayment, as specified in such final report.

10.3.11.2 *Time for response.* Contractor shall have no less than 30 calendar days from receipt of the final decision to tender payment to CSD or, alternatively, to provide CSD with complete and accurate information or documentary evidence in support of the allowability of questioned costs.

10.3.11.3 Notice after review of further supporting evidence. If Contractor challenges questioned costs and submits complete and accurate information or documentary evidence in support of the allowability of questioned costs as provided above in subsection 10.3.11.2, CSD shall, after consideration of Contractor's submission, accordingly, issue a revised Notice of Disallowed Costs, if any, no later than 30 days after receipt of Contractor's information or documentation. Contractor shall have 15 days from receipt of such Notice to tender payment or a repayment plan acceptable to CSD. In the alternative, Contractor may request a hearing in accordance with subsection 10.4.4.6 of this Contract, for CSD's final determination of disallowed costs.

10.3.11.4 All statements, notices, responses and demands issued in accordance with this Section shall be in writing.

10.3.11.5 CSD may, at its discretion, reasonably extend the time periods allowed for responses specified in this Section.

10.4 Enforcement Process - Noncompliance with Requirement of this Contract

10.4.1 Tax-Exempt Status Requirement

Nonprofit charitable organizations must maintain their 501(c)(3) tax-exempt status as a requirement for continued LIHEAP grant reimbursements and participation under the current Contract. All 501(c)(3) contractors shall notify CSD within one business day upon revocation of their tax-exempt status and cease all work performed under this Contract. CSD will halt all payments to Contractor while its nonprofit, tax-exempt status is revoked. Work performed prior to the revocation, but billed after such notice is received, shall be timely reimbursed to the Contractor. In addition, CSD may take additional enforcement steps consistent with federal and state law and this Contract.

10.4.2 General

The authority for CSD Enforcement Actions, as defined in Section 10.4.3, for cost disallowances/ recovery of misused funds, and for de-designation of eligible

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

entity status (collectively "Enforcement Process") is found in the Uniform Administrative Requirements, and in state regulations (see 22 CCR § 100875). Contractor agrees that: 1) the present article shall guide, inform and clarify the Enforcement Process; 2) shall establish the procedures to be followed; and 3) establish the rights and obligations of the parties with respect to the Enforcement Process, for purposes of implementing the principles set out in the applicable legal authorities.

10.4.3 Enforcement Action, "High Risk" – Determination and Notice

10.4.3.1 If CSD determines that Contractor is not financially stable, and that Contractor's financial condition is so tenuous that its ability to implement this Contract is seriously compromised, or if CSD determines that Contractor has not complied with the requirements of this Contract and that Contractor's noncompliance constitutes a material breach of the Contract, CSD may initiate an Enforcement Action. For purposes of this article, "Enforcement Action" means the imposition of any of the following: a) special conditions and/or sanctions; b) a determination of cost disallowance; c) contract suspension; d) contract termination; or e) termination of Contractor's service provider status.

10.4.3.2 To initiate an Enforcement Action, CSD must provide Contractor with written notice of "high risk" designation, setting forth: 1) the factual and legal basis for the determination of noncompliance, upon which the "high risk" designation is based; 2) the corrective action(s) required; and 3) the date by which the corrective action must be taken and completed.

10.4.3.3 For purposes of this article, "material breach" means any act or omission by Contractor that is in contravention or disregard of Contractor's duties and obligations under the terms of this Contract and under applicable State and federal law, which act or omission:

10.4.3.3.1 Constitutes fraud or gross negligence by Contractor or its agent(s);

10.4.3.3.2 Is likely to result in significant waste and/or abuse of federal funds;

10.4.3.3.3 Has a significant adverse impact on Contractor's ability to meet its administrative, financial, or programmatic duties and obligations over the term of the Contract or a significant portion thereof;

10.4.3.3.4 Violates or otherwise disregards significant program guidance and other requirements of the Federal Government,

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

whether issued directly or through CSD;

10.4.3.3.5 May have serious adverse effects and consequences on the Contractor's customers, employees, subcontractors, creditors, suppliers, vendors, or other stakeholders; or

10.4.3.3.6 May otherwise significantly and adversely affect the viability, effectiveness, or integrity of the program.

10.4.4 Special Conditions and Sanctions

10.4.4.1 "High risk" designation may include the imposition of Special Conditions, Sanctions and/or other special requirements with respect to Contractor's performance. CSD may impose Special Conditions and/or Sanctions upon a determination that such steps are reasonably necessary to address acute financial instability or a material breach of contract, as defined in Section 10.4.3, above.

10.4.4.2 Notice of Special Condition(s) and/or Sanction(s) shall be in writing and shall become effective on the date specified in the notice. Notice must contain the following information:

10.4.4.2.1 The nature of the Special Condition(s) and/or Sanction(s) being imposed;

10.4.4.2.2 The reason(s) for imposing Special Condition(s) and/or Sanction(s); and

10.4.4.2.3 The corrective actions that must be taken and the time allowed for completing them before CSD removes the Special Condition(s) and/or Sanction(s).

10.4.4.3 Special Conditions may include, but are not limited to:

10.4.4.3.1 Obtaining training and/or technical assistance;

10.4.4.3.2 The imposition of special or additional reporting requirements;

10.4.4.3.3 Special or conditional cost reimbursement requirements and procedures;

10.4.4.3.4 The provision of documentation by Contractor; and/or

10.4.4.3.5 The requirement to amend or modify systems, procedures,

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

and/or policies.

10.4.4.4 Sanctions may include, but are not limited to:

10.4.4.4.1 The suspension of advances and/or reimbursements; and/ or

10.4.4.4.2 The issuance of stop work orders.

10.4.4.5 Sanctions may not be imposed without a hearing being first held in accordance with applicable regulations, unless CSD reasonably determines on the basis of credible information that:

10.4.4.5.1 Substantial sums to be paid to Contractor have been or will be used in violation of law or the provisions of this Contract; or

10.4.4.5.2 The associated costs are otherwise very likely to be disallowed; and

10.4.4.5.3 If Sanctions are not immediately imposed, taxpayer dollars are at significant risk and are unlikely to be recovered.

10.4.4.6 Review of Special Conditions and/or Sanctions.

10.4.4.6.1 If Contractor elects to contest the action to impose Special Conditions and/or Sanctions, Contractor shall have five business days following receipt of Notice of Enforcement Action in which to show cause, in writing, why the Special Conditions or Sanctions should not be enforced.

10.4.4.6.2 CSD shall have five business days following receipt of Contractor's response to accept or reject Contractor's objection and to state in writing the consequences of the decision and Contractor's obligations going forward, if any.

10.4.4.6.3 Contractor may, within five business days of receipt of Notice of Enforcement Action, request an informal meeting for the parties to consider the merit of the Notice and to discuss alternative courses of action, which meeting CSD may agree to if, in its sole judgment, it determines the meeting would be helpful to the process, can be held expeditiously, and will not unduly cause delay or otherwise increase the risk of loss of taxpayer dollars.

10.4.4.6.4 Contractor may, at any time, request in writing that CSD

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

initiate the contract suspension or contract termination processes, to include the requisite hearings, as set out in 22 CCR § 100875.

10.4.4.6.5 Should Contractor fail to show cause why the Enforcement Action should not go forward, or should Contractor fail to request that CSD initiate either the contract suspension or termination processes, CSD may initiate such action upon its own motion.

10.4.4.6.6 Special conditions and sanctions shall remain in effect until the hearing procedure is completed, provided, with respect to sanctions, CSD reasonably determines that subsection 10.4.4.5 applies.

10.4.5 Cost Disallowance

10.4.5.1 If Contractor's non-compliance with the terms of this Contract results in an enforcement action, and if CSD determines that Contractor's non-compliance has resulted in questioned costs, CSD shall provide Contractor with a Statement of Questioned Costs along with the Notice of Enforcement Action, or at such later time in the Enforcement Process as questioned costs have been identified.

10.4.5.2 The Statement of Questioned Costs shall include:

10.4.5.2.1 A description of the costs questioned and the specified amount by type or category of costs;

10.4.5.2.2 The reason the costs are questioned, and the information and/ or documentation required to justify payment of the costs; and

10.4.5.2.3 The timeframe and procedures for Contractor's submission of the required information or documentation to CSD.

10.4.5.3 If CSD determines that more information is required before a Statement of Questioned Costs can be issued or before a final determination of cost disallowance can be made, CSD may conduct an investigative audit of Contractor's records, files and books of account, or retain an audit firm for such purpose. Contractor shall cooperate fully in any audit conducted and to ensure that Contractor's agents, accountants and subcontractors cooperate in the performance of such audit. A report of any audit conducted shall be shared with Contractor, who shall be given ample opportunity to respond to findings and to submit information and

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

documentation in support of the response. If Contractor fails to cooperate in the conduct of an audit, initiated pursuant to this subsection, CSD may either impose sanctions, as provided in subsection 10.4.4 or, if feasible, issue a Notice of Disallowed Costs.

10.4.5.4 After CSD has considered any information and/or documentation submitted by Contractor in response to a statement of questioned costs or in response to an investigative audit report, CSD shall issue a Notice of Disallowed Costs, which notice shall include:

10.4.5.4.1 The amount of disallowed costs to be repaid, if any; and

10.4.5.4.2 The date by which repayment must be made or, in the alternative,

10.4.5.4.3 The date by which Contractor must submit a proposed repayment plan for consideration by CSD.

10.4.5.5 Before the expiry of five business days after receipt of a Notice of Disallowed Costs, Contractor may challenge the Notice of Disallowed Costs by requesting a hearing, conducted in accordance with the procedures set out in 22 CCR § 100875, for the purpose of adjudicating the matter of cost disallowance, provided however that either Contractor or CSD may opt to adjudicate other pending Enforcement Action matters, as provided in subsection 10.4.4.6. of this section, in a combined proceeding.

10.4.5.6 If Contractor fails to request a hearing to adjudicate cost disallowance, as provided in subsection 10.4.5.5, the Notice of Disallowed Costs shall be deemed final and Contractor shall comply with the provisions of the present Section 10.4.5.

10.4.5.7 Contractor will not be deemed to have complied with a Notice of Disallowed Costs until repayment is made or CSD has approved a repayment plan. In determining the acceptability Contractor's repayment plan, CSD shall take into consideration such factors as, but not limited to:

10.4.5.7.1 Federal requirements or conditions applicable to the grant(s) under which the disallowed costs were funded;

10.4.5.7.2 The exigencies of the grant program and CSD's ability to reallocate the funds repaid or otherwise dispose of the funds in accordance with applicable law;

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

10.4.5.7.3 The risk of being unable to recover funding and the options for securing Contractor's repayment obligation; and

10.4.5.7.4 Contractor's financial condition and ability to pay.

10.4.6 Contractor shall remain on "high risk" until CSD reasonably determines that Contractor has complied with the requirements of the Notice of "High Risk" Designation, including verification by CSD that corrective measures have been implemented, that all conditions have been met and that disallowed costs have been repaid or, alternatively, that CSD has deemed Contractor's repayment plan to be acceptable and Contractor has demonstrated it is in compliance with the plan. Upon determination that Contractor has complied with the requirements of the Notice of "High Risk" Designation, CSD shall give Contractor written notice of such determination.

10.4.7 In the event Contractor's non-compliance with the terms and conditions of this Contract are not remedied through imposition of special conditions, and/or sanctions, thereby enabling CSD to remove "high risk" designation, CSD may initiate further Enforcement Actions involving Contract Suspension, Contract Termination and Termination of service provider status, which shall be initiated and conducted in accordance with the applicable provisions found in 22 CCR § 100875 and other applicable State and federal statutes and regulations.

10.4.8 Lien rights

The State retains lien rights on all funds advanced.

10.5 Service Delivery and Expenditure Requirements

10.5.1 Service Delivery and Expenditure of Funds

10.5.1.1 Contractor shall, in accordance with Government Code §16367.5, be afforded maximum flexibility and control, within the parameters of federal and state law, in the planning, administration, and delivery of LIHEAP services. Regardless of the modalities and techniques utilized, Contractor is obligated: a) to ensure that the maximum numbers of persons are served, consistent with the effective and efficient service delivery, with program requirements and with applicable law; and b) to fully expend program funds by the date identified in the contract.

10.5.1.2 A substantial failure to expend funds and provide services to readily available qualified applicants, except for compelling reasons beyond Contractor's control, shall be deemed prima facie evidence of breach of contract and may constitute grounds for "high risk" designation and the applicable remedies as provided in Section 10.4, "Enforcement Process

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

– Noncompliance with the Requirements of this Contract." Such failure of performance may, in accordance with the provisions of this article, result in a reduction in Contractor's grant allocation and the redistribution of future funding to other performing service providers.

10.5.2 Contractor Expenditure and Reporting Requirements

Contractor shall be at 99 percent expenditure of the Contract by January 31, 2028.

10.5.2.1 CSD will monitor Contractor's expenditures to evaluate compliance with meeting expenditure requirement by January 31, 2028 for each program category, including capped budget items.

10.5.2.2 Contractor shall submit timely expenditure reports, that allow CSD to evaluate Contractor's ability to meet the January 31, 2028, expenditure date requirement. Based upon these reports, CSD may determine that Contractor has not met the expenditure requirement and is out of compliance with this Contract.

10.5.2.3 Should the Contractor's actual expenditure trend indicate the Contractor is unlikely to expend at least 99 percent by January 31, 2028, the Contractor will notify CSD no later than January 10, 2028, requesting to expend beyond January 31, 2028.

10.5.3 Contractor's Upcoming Program Year LIHEAP Performance Allocation Methodology

CSD shall determine Contractor's upcoming program year LIHEAP Contract Allocation Methodology based on performance expenditure requirements in Section 10.5.2. and distributed according to the following criteria:

10.5.3.1 Category A: If Contractor meets the performance requirements of Section 10.5.2 and reported no later than February 28, 2028, Contractor will receive their full allocation and a percentage of any redistributed funds not allocated to another contractor that fall into Category C, in Section 10.5.3.3.

10.5.3.2 Category B: If Contractor expends 99 percent of their allocation by February 28, 2028, and reported no later than March 31, 2028, Contractor will receive their full allocation but will not be eligible to receive any redistributed funds.

10.5.3.3 Category C: If Contractor does not expend at least 99 percent of their allocation by February 28, 2028 and reported no later than March 31, 2028, the remaining 2027 LIHEAP allocation will be offset by the

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

balances remaining recorded as of the January 31, 2028 expenditure period reported no later than February 28, 2028.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

CERTIFICATIONS AND ASSURANCES

ARTICLE 11 – FEDERAL AND STATE POLICY PROVISIONS

11.1 Certifications

11.1.1 Contractor's signature affixed to this Contract shall constitute a certification that to the best of its ability and knowledge it will, unless exempted, comply with the provisions set forth in the following:

11.1.1.1 Contractor Certification Clauses (CCC-04/2017)

11.1.1.2 Safeguarding Access to State Data (Department of Finance, Budget Letter 04-35)

11.1.1.3 Safeguarding Against and Responding to a Breach of Security Involving Personal Information (Office of Information Security and Privacy Protection, Management Memo 08-11).

11.1.2 The above documents are hereby incorporated by reference into this Contract. To access these documents, please visit the CSD LAP.

11.1.3 Executive Order N-6-22 – Russia Sanctions. On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

11.2 Provisions for Federally Funded Grants

11.2.1 Contractor certifies that it possesses legal authority to apply to the State for LIHEAP funds and assures compliance with the purposes as set forth in 42 USC § 8621 et seq., as amended.

11.2.2 Eligibility to Receive Federally Funded Public Benefits

Pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

of 1996 (PRWORA) (Public Law (Pub. L.) 104-193), as amended, and Executive Order W13596, dated August 27, 1996, while in effect, applicants for federally funded public benefits are required to provide proof of U.S. citizenship, U.S. non-citizen national, or qualified alien status. (8 USC §§ 1611, 1612, & 1642.) Contractor shall verify client eligibility in accordance with CSD Applicant Verification of Eligibility Procedures and Regulations, forms, and other written guidance provided by CSD.

11.2.3 Under the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA) Section 508, and NO VERIFICATION REQUIREMENT FOR NONPROFIT CHARITABLE ORGANIZATIONS, Section 432 (d) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (8 USC § 1642 et seq.) as amended, Nonprofit Charitable Organizations are exempt from the requirement to determine, verify, or otherwise require proof of U.S. citizenship, U.S. non-citizen national, or qualified alien status of any applicant for such benefits in providing any Federal public benefit (as defined in 8 USC § 1611(c)) or any State or local public benefit (as defined in 8 USC § 1621(c)). (Pub. L. 104-208, Title V, Section 508; and 8 USC § 1642(d)).

11.2.4 Federal Funding Accountability and Transparency Act reporting requirement (FFATA) (Pub. L. 109-282).

Pursuant to the FFATA, CSD is required to report information regarding contractors (sub-awardees) receiving LIHEAP funds. Contractor must complete CSD form 279 and return with the Contract to enable CSD to comply with FFATA reporting requirements including information regarding executive compensation and all subawards, contracts, and subcontracts in excess of $25,000 through the Federal Subaward Reporting System (https://www.fsrs.gov/) and in accordance with the terms found in Federal regulations at 2 CFR Part 170, including Appendix A.

CSD may issue guidance and/or Amendment(s) to this Contract, establishing additional reporting requirements as necessary to ensure compliance with the FFATA or other Federal and State regulations, as applicable.

11.2.4.1 Salary Limitation – Federal Executive Level II. Federal funds for grant programs consistently include a provision as part of the Consolidated Appropriations Act of 2017 (e.g., Pub. L. 115-31, May 5, 2017) from Congress that the amount that "shall be used to pay the salary of an individual, through the grant or other extramural mechanism" including non-federal share, must not exceed the amount of the Federal Executive Level II salary for that calendar year. This amount is published annually by the U.S. Office of Personnel Management and can be found on their website at https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2025/executive-senior-level under the "Rates of

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Pay for the Executive Schedule" link. This amount reflects an individual's base salary exclusive of fringe benefits and any income that an individual may be permitted to earn outside of the duties of the non-Federal entity's organization. This salary limitation also applies to subawards, contracts, and subcontracts under an ACF grant or cooperative agreement.

11.2.5 Human Trafficking Provisions. Contractor is subject to the requirements of Section 106(g) of the "Trafficking Victims Protection Act of 2000" (22 USC § 7104). The full text of this requirement can be found at https://www.acf.hhs.gov/grants/award-term-and-condition-for-trafficking-in-persons.

11.2.6 Prohibition on Expending HHS Award Funds for Covered Telecommunications Equipment or Services. Pursuant to the "Prohibition on certain telecommunications and video surveillance services or equipment" (2 CFR § 200.216), contractors are prohibited from expending grant funds on "equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities").

11.3 Federal Certifications Regarding Debarment, Suspension, and Related Matters

Contractor hereby certifies to the best of its knowledge that it or any of its officers, or any subcontractors:

11.3.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. For purposes of this certification of subcontractor eligibility, Contractor may rely on information available at Sam.gov;

11.3.2 Have not within a three year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

11.3.3 Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in Section 11.3.2 above of this certification; and

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

11.3.4 Have not within a three-year period preceding this Contract had one or more public (federal, state, or local) transactions terminated for cause or default.

11.3.5 If any of the above conditions are true for the Contractor or any of its officers, Contractor shall describe such condition and include it as an attachment to the Contract. Based on the description, CSD in its discretion, may decline to execute this Contract or set further conditions for this Contract. In the event any of the above conditions are true and not disclosed by Contractor, it shall be deemed a material breach of this Contract, and CSD may terminate this Contract for cause immediately pursuant to the termination provisions of State and federal law governing the Low Income Home Energy Assistance Program.

11.3.6 No entity may participate in LIHEAP in any capacity or be a recipient of LIHEAP funds if the organization has been found ineligible for participation in federal assistance programs or activities. (Executive Orders 12549 and 12689, 2 CFR Parts 180 and 376.) All Contractors must obtain a Unique Entity Identifier assigned by the System for Award Management (SAM) if they do not already have one. CSD will check the SAM to verify that the Contractor is not debarred, suspended, or ineligible.

11.4 Affirmative Action Compliance

11.4.1 Each contractor or subcontractor with 50 or more employees and a contract of $50,000 or more shall be required to develop a written Affirmative Action Compliance Program.

11.4.2 The written program shall follow the Equal Employment Opportunity clause obligations set forth in Title 41 of the Code of Federal Regulations, Subtitle B, Section 60-1.40, Sections 60-2.10 through 60-2.32, and Sections 60-741.1 through 60-741.47.

11.4.3 Each contractor with less than 50 employees shall comply with Executive Order 11246, Part II, Section 202, as amended by Executive Order 11375. Contractor shall ensure that subcontractors falling within the scope of this provision shall comply in full with the requirements thereof.

11.5 Nondiscrimination Compliance

11.5.1 Contractor certifies that it will, unless exempted, comply with the nondiscrimination program requirements set forth in this section.

11.5.2 Contractor hereby certifies compliance with the following:

11.5.2.1 Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 USC §§ 2000d et seq. and 2000e et seq.);

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

11.5.2.2 The Rehabilitation Act of 1973, as amended (29 USC §§ 701 et seq.);

11.5.2.3 Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (38 USC § 4211 et seq.; 41 CFR Subtitle B, Part 60-300);

11.5.2.4 Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (41 CFR Subtitle B, Chapter 60, as amended);

11.5.2.5 Americans with Disabilities Act of 1990 (Pub. L. 101-336; 42 USC § 12101 et seq.);

11.5.2.6 Age Discrimination Act of 1975 (42 USC §§ 6101 et seq.); and

11.5.2.7 Title 45 CFR Part 80.

11.6 Contractor Fair Hearing - Civil Rights Act Violation

11.6.1 In the event of any violation or alleged violation of Title VI of the Civil Rights Act of 1964, as amended, (42 USC § 2000d et seq.). Contractor has the right to request a fair hearing in response to such violation or alleged violation within 30 calendar days from the date of such action.

11.6.2 The HHS will conduct such fair hearing in accordance with Title 45, Code of Federal Regulations, Part 81.

11.7 Specific Assurances

11.7.1 Pro-Children Act of 1994

11.7.1.1 In accordance with Title XII of Public Law 103-227, the "PRO-KIDS Act of 1994," smoking may not be permitted in any portion of any indoor facility owned or regularly used for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs whether directly or through State, Territories, local and Tribal governments. Federal programs include grants, cooperative agreements, loans and loan guarantees, subawards, and contracts. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions or facilities and used for inpatient drug and alcohol treatment.

11.7.1.2 The above language must be included in any subawards that contain provisions for children's services and that all subawards shall certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

$1,000 per day.

11.7.2 American-Made Equipment/Products

Contractor shall assure, pursuant to the Buy American Act of 1933 (41 USC § 8301 et seq.), to the extent practicable, that all equipment and products purchased with funds made available under this Contract shall be American made.

11.7.3 Federal and State Occupational Safety and Health Statutes

Contractor assures that it shall be in compliance with the provisions as set forth in Federal and State Occupational Safety and Health Statutes: the California Safe Drinking Water and Toxic Enforcement Act of 1986 (Health & Safety Code §§ 25249.5 et seq.); Universal Waste Rule (Hazardous Waste Management System: Modification of the Hazardous Waste Recycling Regulatory Program) (63 FR 71225, codified at 40 CFR Parts 266 & 273); and California Workers' Compensation laws (Labor Code §§ 3200 et seq.).

11.7.4 Political Activities

11.7.4.1 Contractor shall refrain from all political activities if such activities involve the use of any funds that are the subject of this Contract.

11.7.4.2 Contractor is prohibited from any activity that is designed to provide voters or prospective voters with transportation to the polls or to provide similar assistance in connection with an election if such activities involve the use of any funds that are subject to this Contract.

11.7.5 Lobbying Activities

11.7.5.1 Contractor shall refrain from all lobbying activities if such activities involve the use of any funds that are the subject of this Contract or any other fund, programs, projects, or activities that flow from this Contract.

11.7.5.2 If Contractor engages in lobbying activities, Contractor shall complete, sign and date the CERTIFICATION REGARDING LOBBYING/DISCLOSURE OF LOBBYING ACTIVITIES, as required by the HHS (45 CFR Part 93, Appendix A).

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

ARTICLE 12 – GENERAL TERMS AND CONDITIONS GTC 02/2025

The California General Terms and Conditions (GTC 02/2025), hereby incorporated into this Contract by reference, is available at the following web address:

https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language

Click the "GTC 02/2025" link to download the current requirements.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

ARTICLE 13 - DEFINITIONS

All terms used in this Contract shall be those as defined in applicable federal and state law (see 42 USC §§ 8621 et seq. and Government Code § 16367.5) and regulation (see 45 CFR Part 96 and 22 CCR § 100800), or as more specifically defined as:

Administrative Costs: Actual costs for auxiliary functions such as salaries, wages, workers compensation, and fringe benefits for administrative staff, facilities, utilities, office and computer equipment, telephone, travel, accounting, auditing, monitoring assistance, office supplies, and like services necessary to sustain the direct effort involved in administering a grant program or an activity providing services to the grant program. Includes incurred costs associated with participation and attendance to policy advisory committee meetings and workgroups.

Contract: The complete contents of this contract entered into by and between CSD and Contractor, including all rights, duties, and obligations, whether expressed or implied, required toward the legal performance of the terms hereof.

Amendment: A formal change to the Contract of a material nature including but not limited to the term, scope of work, or name change of one of the Parties, or a change of the maximum amount of this Contract.

Authorized Agent: The duly authorized representative of the Board of Directors of Contractor and duly elected or appointed, qualified, and acting officer of CSD. In the case of Contractor, CSD shall be in receipt of board resolution affirming an agent's representative capacity to bind Contractor to the terms of this Contract.

Assurance 16: Activities and/or services provided by the Contractor that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance. Such activities and/or services include, but are not limited to, needs assessments, counseling, and assistance with energy vendors.

CSD Program Advisory (CPA): The purpose of the CPA is to provide information, correct problems, contradictions and uncertainty. A CPA serves as short-term guidance to inform or direct immediate action to correct a problem or provide relief from an obligation.

CSD Program Notice (CPN): The purpose of the CPN is to supplement contractual requirements and facilitate program implementation. A CPN serves as long term guidance to summarize or interpret regulations or contract requirements.

Call-Back: A call-back is a visit from Contractor that occurs when a measure fails (either during inspection, or later within the warranty period) and must be corrected by the Contractor. The required warranty periods are defined in TRM. Warranty corrections apply to both the LIHEAP and DOE or DOE IIJA weatherization programs.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

California Certified Inspector/Risk Assessor Contractor: An individual who is certified by the State of California, Department of Health Services, as a lead-related construction Inspector/Risk Assessor.

California Energy Commission (CEC) Climate Zone: The CEC established 16 climate zones that represent a geographic area and that have a particular weather pattern. These climate zones are based on energy use, temperature, weather, and other factors that determine the types of building standards that are subject to the Title 24 Energy Efficiency Standards and that dictate the energy conservation measures that must be installed in a weatherized dwelling, as required by law.

Categorically Eligible: Certain households will be determined "categorically eligible" to participate in LIHEAP without consideration for income, as long as the household meets all the eligibility criteria. This policy only applies to households receiving CalWORKs and CalFresh.

Certified Lead-Free: Residential property that has been determined by a California Certified Inspector/Risk Assessor Contractor to be absent from the presence of lead-based paint.

Certified Lead-Safe: Residential property in which lead-painted surfaces are intact and/or have been treated with measures to stabilize and eliminate lead-paint hazards and that, as such, poses no immediate threat to the occupants as determined by a California Certified Inspector/Risk Assessor Contractor.

Certified Translator: A translator that has been certified to translate a specific language and are often members of a professional translation association such as American Translators Association and American Literary Translators Association, etc.

Children: Members of a household who have not attained their 19th birthday.

Client Education/Counseling: Includes, but is not limited to, providing client with written information describing energy-saving behavioral adjustments that will decrease the energy consumption of the household; providing client with resource information, referral, and budget counseling in order to assist clients in achieving self-sufficiency; providing client with mold and lead-safe education and advising client of the benefits of weatherization in their homes.

Client Needs Assessment: The act of acquiring additional and appropriate information from an eligible client to determine the needs that can be served by Contractor and other available programs after eligibility has been established.

Contractor: The entity (partnership, corporation, agency, or association) designated on the face sheet of the Standard Agreement (STD 213) of this Contract.

CORE: Combined Outcome Reporting Engine (CORE) System: Software used by CSD's Local Service Providers to submit Utility Assistance, Wood, Propane, and Oil transaction records for validation and further processing.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Crisis: Weather-related and/or supply-shortage emergencies and other household energy-related emergencies that negatively impact the energy-related economic conditions of low-income households. A crisis can be caused by:

a. Cold or hot weather-related events, such as flood, earthquake, tornado, hurricane, ice storm/freeze; or events meeting such other criteria as the Governor, and/or the President of the United States, at their discretion, and/or their designee, including CSD, may determine to be appropriate; or

b. Geopolitical events, such as wars, terrorism, civil disturbances, and embargoes, including geopolitical events that negatively impact the energy-related economic conditions of low-income households.

CSD: The State of California Department of Community Services and Development.

Database Transfer: A method wherein contractors utilize a local database platform to provide CSD with downloaded client and other program data.

Diagnostic Testing: Series of testing protocols performed under the weatherization program involving the use of specialized tools to assess: the operating condition of combustion appliances for general safety and carbon monoxide emission levels, and pressurized diagnostic testing procedures to assess the integrity of building envelopes and duct systems for leakage and outside air infiltration. Diagnostic tests shall only be performed by qualified individuals possessing the required skill and training needed to perform diagnostic testing activities.

Direct Services: The portion of the LIHEAP funding to carry out the provisions of LIHEAP services and activities of this Contract, to include: Weatherization, Energy Crisis Intervention Program (ECIP) Services (excluding Utility Assistance), and Wood Propane and Oil (WPO).

DOE:The United States (U.S.) Department of Energy that provides funds for the Weatherization Assistance Program for Low-Income Persons. This program is authorized by Title IV of the Energy Conservation and Production Act (Pub. L. 94-385; 42 USC § 6801). The federal regulations for this program are in 10 CFR Part 440.

Dwelling Assessment: The process used to evaluate the service needs of an eligible dwelling for weatherization services offered under the DOE or DOE IIJA and LIHEAP weatherization programs. An assessment shall be performed by qualified individuals possessing the required skill and training needed to perform assessment activities.

Dwelling Unit: A house, including a stationary mobile or manufactured home, an apartment, a group of rooms, or a single room occupied as separate living quarters.

EHA-16: A term used to reference Emergency Crisis Intervention Program, Home Energy Assistance Program and Assurance-16 service components.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Elderly: An individual 60 years of age or older.

Electronic File: A contract or other record created, generated, sent, communicated, received, or stored by electronic means.

Emergency: Meets the federal definition at 42 USC § 8622(1) and shall be defined as being any one or more of the following conditions:

a. A natural disaster (whether or not officially declared);

b. A significant home energy supply shortage or disruption;

c. An official declaration of a significant increase in:

   i. Home energy costs;

   ii. Home energy disconnection;

   iii. Enrollment in public benefit programs; or

   iv. Unemployment and layoffs;

d. An official emergency declaration by the Secretary of Health and Human Services.

   In those situations where there is not an official federal, state, or local declaration of emergency, e.g., an undeclared natural disaster or a significant home energy supply shortage or disruption that affects a low-income individual, an emergency will be deemed to exist by CSD where there is imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

Energy Burden: The expenditures of the household for home energy divided by the income of the household.

Energy Code Compliance (ECC) Program: On January 1, 2026, the 2025 Energy Code introduced the new Energy Code Compliance (ECC) Program to replace the field verification and diagnostic testing provisions of the Home Energy Rating System (HERS) program. ECC-verifications are part of the permitting process. A qualifying application for a permit must include a registered certificate of compliance, and the project will be rated by the version of the code that was effective when the job was permitted. When compliance for an alteration requires ECC field verification, it must be completed by an ECC-Rater.

Energy Conservation Measures (also known as Weatherization Measures): A wide variety of measures installed in or applied to the dwelling to increase the energy efficiency or to reduce the total energy expenditures of the dwelling.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Environmental Testing: Environmental testing is limited to asbestos testing when a major energy savings measure might be sacrificed as a result of Presumed Asbestos Containing Material (e.g., for vermiculite insulation) and shall be in accordance with all CSD policies and procedures and in compliance with all Federal and State regulations. Allowable costs include actual labor costs while on the jobsite and testing fees associated with the inspection.

Final Allocation: The actual amount of funds available to Contractor under this Contract, as calculated pursuant to Title 22, California Code of Regulations, Section 100830 after CSD receives the notice of grant award for the full annual allocation based on the appropriation by Congress for the Federal Fiscal Year, and as publicly announced by CSD's Director or designee, subsequent to the execution of this Contract.

General Operating Costs: Costs that are directly allocable to those costs defined as related facilities, office and computer equipment, office supplies, telephone, travel and materials and activities to prevent exposure to COVID-19 as allowable program costs.

Hazardous Condition: Any condition posing an immediate health and safety threat to the client and/or persons working in the dwelling unit. Hazardous conditions include but are not limited to: Combustion Appliance Safety (CAS) hazards, appliance-related hazards, and electrical hazards as defined in the CSD TRM.

Heating/Air Conditioning Appliance Repairs/Replacements: The complete unit replacement, adjustments of gas pressure and/or air/fuel mixture, replacement of thermocouples, adjustment of refrigerant charge, filter replacements, or other component repairs or replacements necessary for safe and efficient operation.

Health and Safety Measures: A category of weatherization measures installed to mitigate health and safety hazards generated by combustion appliances and to preserve or improve indoor air quality. These measures include CO alarms, smoke alarms, heating/cooling and water heater repairs and replacements, Environmental Hazard Work weatherization and kitchen cooking appliance repair and replacements.

Highest Home Energy Needs: The home energy requirements of a household determined by taking into account both the energy burden of such household and the unique situation of such household that results from having members of vulnerable populations, including very young children (0-5), individuals with disabilities, and frail, older individuals (60+).

Home Energy Rating System (HERS) Provider: See Energy Code Compliance (ECC) Program.

HUD Unit: A housing unit participating in a U.S. Department of Housing and Urban Development (HUD) Assisted Housing Program.

Infiltration Reduction Measures: A subcategory of weatherization measures installed in or applied to dwellings to reduce or stop the uncontrolled flow of conditioned air out of the

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

dwelling or the uncontrolled flow of outside air into conditioned areas in the dwelling. Infiltration reduction is best accomplished with shell leakage technology

Intake Date: The date the Contractor receives or accepts the application.

Interim Allocations: Incremental releases of Continuing Resolution appropriations by CSD to fund LIHEAP Direct Services and Utility Assistance program activity under this Contract.

Interest Income: The interest earned by a Contractor directly generated or earned as a result of unexpended LIHEAP grant funds at the end of a contract term period. The interest earned by a Contractor is income generated as a result of depositing federal funds in an interest-bearing account.

Labor and Material Measures: Those measures where the measure reimbursement is based on the combined total of labor and material and the quantity of the measure itself is not limited to a specific amount per weatherized dwelling.

Labor and Material Single-Quantity Measures: Those weatherization measures where the reimbursement is based on the combined total of labor and material cost and the maximum quantity of the measure is limited to a single item per weatherized dwelling.

Liability Insurance: Insurance coverage to protect against claims alleging one's negligence or inappropriate action resulting in bodily injury or property damage. Related costs shall mean those actual costs allocated for insurance bonds, general liability insurance, and pollution occurrence insurance. Pollution occurrence insurance is optional.

Life-Threatening: Applicant is without heating, cooling, or utility service during extreme weather conditions, as determined by the local administrative agency. This may include energy-related situations that pose a threat to the health and safety of one or more members of the household.

Major Vehicle and Field Equipment Costs: Actual costs associated with the purchases of vehicles, office equipment and field equipment $10,000 or greater per unit used for the purpose of delivery of direct services. Pre-approval from CSD is required. Field equipment means diagnostic equipment and related equipment. Purchases must follow all federal and state rules and regulations governing LIHEAP pertaining to procurement standards.

Materials: Materials are those allowable items that are installed in or on the dwelling. All materials shall be in conformance with the CSD TRM and 10 CFR Part 440 Appendix A – Standards for Weatherization Materials.

Maximum Amount: The dollar amount reflected on line 3 of the face sheet of the Standard Agreement (STD 213) of this Contract, as amended to reflect the Final Allocation for the term of this Contract.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Migrant Farm Worker: A seasonal farm worker who performs or has performed farm work during the eligibility determination period (any consecutive 12-month period within the 24-month period preceding application for program benefits and/or services) that requires travel such that the worker is unable to return to his/her domicile (permanent place of residence) within the same day. Migrant farm worker is not a term used in the contract but is captured for reporting purposes in CSD's Weatherization Database, CSD's financial reporting system, and Intake Form (CSD 43).

Minor Vehicle and Field Equipment Costs: Actual costs associated with the purchase of vehicle, office equipment and field equipment under $10,000 per unit used for the purpose of delivery of program services. Purchases must follow all federal and state rules and regulations governing LIHEAP pertaining to procurement standards.

Mobile or Manufactured Home: A manufactured home regulated by the California Department of Housing and Community Development (HCD) that is built on a trailer chassis and designed for highway delivery to a permanent location, and it can be a single-, double-, or triple-wide home. To receive weatherization services under a CSD program, a mobile home must be a permanent, full-time residential dwelling, with a floor area of at least 330 square feet.

Modified Dwelling Assessment: The process used to evaluate the limited service needs of an eligible dwelling that has been previously weatherized under the DOE, DOE IIJA or LIHEAP weatherization programs. The assessment is limited in scope and does not encompass a re-assessment of the entire dwelling unless measures have exceeded their useful life under LIHEAP. Assessments limited to ECIP EHCS work on dwellings not receiving weatherization services are to be included in the cost of the ECIP measure. An assessment shall be performed by qualified individuals possessing the required skill and training needed to perform assessment activities.

Modification: An immaterial change to this Contract that does not require an Amendment.

Multi-Unit Dwellings (MUD) also known as Multi-Family Buildings (MFB): Defined as residential dwelling structures containing more than one residential unit within a single building, including: duplexes, triplexes, fourplexes, and multi-unit apartments. For purposes of travel reimbursement to Contractors and shell leakage testing, Multi-Unit Dwellings are defined as multi-unit dwellings, e.g., apartments, with five or more attached residential units.

Natural Disaster: A weather event (relating to cold or hot weather), flood, earthquake, tornado, hurricane, or ice storm, or an event meeting such other criteria as the Secretary of Federal Department of Health and Human Service, in the discretion of the Secretary, may determine to be appropriate. For the purpose of the CSD Disaster Relief Plan, emergency services may be provided to low-income individuals and families affected by a natural disaster when the event is declared by a Presidential or Gubernatorial Order as a Federal or State Emergency.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Nonprofit charitable organization: Is defined by the Internal Revenue Code, Section 501(c) (3) (26 USC § 501(c)(3)). Section 501(c) (3) is a tax law provision granting exemption from the federal income tax to nonprofit organizations. 501(c)(3) exemptions may apply to corporations, and any community chest, fund, or foundation, organized and operated exclusively for religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition, or for the prevention of cruelty to children or animals.

Outreach and Its Related Costs: Outreach activities are designed to ensure that eligible households, especially households with elderly and/or disabled individuals with high home energy burdens, are made aware of the assistance available. Costs relating to these activities may include: developing and distributing outreach materials (flyer/brochure information packets), advertising costs, printing costs, outreach mailers to targeted households, travel to outreach sites and related facilities, site costs, and the referral of eligible households to assistance providers in the community. Intake and assisting with the completion of an intake form are not considered outreach or a related cost.

Parties: CSD on behalf of the State of California, and the Contractor.

Pledge: A guarantee of payment or promise to pay made by the Contractor to the Utility Company via phone, fax, e-mail or webservice and guaranteed by CSD.

Pledge Date: The date in which the Contractor contacts the Utility Company via phone, fax, e-mail or webservice to pledge a payment on behalf of the applicant.

Pledge Timeframe: A set length of time, beginning on the date the Contractor makes the pledge and ends after a fixed number of days.

Program: Weatherization, HEAP, ECIP, and Assurance 16 services provided under 42 USC §§ 8621 et seq., as amended.

Program Income: Program income means gross income earned by the recipient or subrecipient that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance except as provided in 2 CFR § 200.307(c). Program income includes but is not limited to income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, the sale of commodities or items fabricated under a Federal award, license fees, and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. Interest earned on advances of Federal funds is not program income. Except as otherwise provided in Federal statutes, regulations, or the terms and conditions of the Federal award, program income does not include rebates, credits, discounts, and interest earned on any of them. See 2 CFR § 200.407. See also 35 U.S.C. 200-212 “Disposition of Rights in Educational Awards,” which applies to inventions made under Federal awards.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Reweatherization: Once a dwelling has been submitted to CSD for reimbursement as a completed unit, any subsequent weatherization services provided to the dwelling shall be considered reweatherization.

Ride-along: A representative of the Contractor who accompanies a designated third-party inspector while performing on-site inspections. CSD requires that, when possible, a ride-along be sufficiently trained to make necessary corrections during inspections, thereby minimizing or eliminating the need for return trips that may inconvenience the client and/or require re-inspection in accordance with the CSD TRM.

Seasonal Farm Worker: A person who during the eligibility determination period (any 12-month period within the 24-month period preceding application for program benefits and/or services) was employed at least 25 days in farm work or earned at least $400 in farm work and who has been primarily employed in farm work on a seasonal basis, without a constant year-round salary. Seasonal farm worker is not a term used in the Contract but is captured for reporting purposes in CSD's Weatherization Database, CSD's financial reporting system and Intake Form (CSD 43).

Separate Living Quarters: Living quarters in which the occupant(s) do not live and eat with any other person(s) in the structure and which have either: (1) direct access from the outside of the building or through a common hall; or (2) complete kitchen facilities for the exclusive use of the occupant(s). The occupant(s) may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements.

Single-Family Dwelling: A dwelling structure containing no more than one dwelling unit. A single-family dwelling is defined as a one-unit, single-family dwelling or a one-unit, single-residential housing dwelling with one to four attached units.

State: The State of California Department of Community Services and Development.

Subcontractor: An entity (partnership, corporation, association, agency, or individual) that enters into a separate contract or agreement with Contractor to fulfill direct program or administrative tasks in support of this Contract.

Subcontract: A separate contract or agreement entered into by and between Contractor and Subcontractor to fulfill direct program or administrative tasks in support of this Contract.

Useful Life: Useful life means the length of time a Weatherization or ECIP HCS measure is expected to be useable.

Utility Assistance Funding: The portion of LIHEAP funding used to provide utility assistance services under ECIP Fast Track and HEAP Electric and Gas. These funds are administered by Contractor but paid to eligible clients – or to utility companies on the client's behalf – by CSD from Contractor's allocated amount of funding.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

Vendor: An individual, sole proprietorship, firm, partnership, corporation, or any other business venture from which materials and goods are supplied and purchased.

Vulnerable Populations: Young children (ages five years or under), disabled, and elderly persons (ages 60 or older).

Weatherization Training and Its Related Costs: Costs associated with the training of personnel or subcontractors as specified in Article 9.1 of this Contract. Training may also include internal Contractor training, and attendance at weatherization-related training to include IT system training or other forms of weatherization training sponsored by DOE, CSD, and/or other organizations. Related costs may include salary/wages, materials, fees and travel. Excludes incurred costs associated with participation and attendance at policy advisory committee meetings and workgroups.

Workers' Compensation: Insurance that covers medical and rehabilitation costs and lost wages for employees injured at work. Workers' compensation shall mean those actual costs associated with workers' compensation coverage for program staff whose salaries and wages are chargeable under program costs.

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

SUBVENTION CONTRACT

ARTICLE 14 - FORMS AND DOCUMENTS INCORPORATED BY REFERENCE

The following forms and documents, all of which are hereby incorporated into this Contract by reference, are available on the CSD Local Agencies Portal at https://agencies.csd.ca.gov/home/Energy/Pages/Contracts.aspx.

14.1 Forms to be returned with signed contract:

14.1.1 Certification Regarding Lobbying/Disclosure of Lobbying Activities;

14.1.2 Agency Staff and Board Roster (CSD 188);

14.1.3 Federal Funding Accountability and Transparency Act Report (CSD 279);

14.1.4 2027 LIHEAP Production Plan (CSD 622);

14.1.5 Agency Local Plan; and

14.1.6 Public Website Update Form (CSD Form 251).

14.2 The following documents are hereby incorporated by this reference:

14.2.1 2027 LIHEAP Numbers, Contractors, and Service Areas;

14.2.2 Agency Local Plan;

14.2.3 State Administrative Manual Section 5100, 5300.5 and 5340 at http://sam.dgs.ca.gov/TOC/5300.aspx;

14.2.4 Reimbursement Rates for Weatherization and EHCS Activities;

14.2.5 Supplemental Audit Guide;

14.2.6 CSD Training Policies and Procedure Manual (TPPM);

14.2.7 Direct Pay Utility Pledge Timeframe;

14.2.8 Technical Reference Manual (TRM); and

14.2.9 Eligibility & Verification Guide

14.2.10 CORE Application Processing Policy

14.3 The following CPAs and CPNs are hereby incorporated by reference:

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

14.3.1 Program Procedure Guidance with NCB Procurement Worksheet; CPN-A-17-01 Equipment Use and Disposition Requirements;

14.3.2 CPN-A-18-01 Program Income;

14.3.3 CPA-E-18-005 Expenditure Reconciliation Policy and Procedure;

14.3.4 CPN-E-19-001Working Capital Advance;

14.3.5 CPN-E-19-002 Energy Reimbursement Policies and Procedures

14.3.6 CPN-E-20-01 SWEATS Policy

14.3.7 CPN-E-20-02 PSPS Emergency Preparedness Pilot Policy Modification;

14.3.7.1 CPN-E-20-02E PSPS Emergency Preparedness Pilot Policy Errata

14.3.7.2 CPN-E-20-02M PSPS Emergency Preparedness Pilot Policy Modification

14.3.7.3 CPN-E-20-02M2 PSPS Emergency Preparedness Pilot Policy Modification

14.3.7.4 CPN-E-20-02M3 PSPS Emergency Preparedness Pilot Policy

14.3.8 CPN-E-20-05 Transferring Funds

14.3.9 CPA-E-21-04M2 WPO Benefit Formula Implementation Plan

14.3.9.1 CPA-E-21-04M WPO Benefit Formula Policy Modification

14.3.10 CPN-E-23-08 Previously Weatherized Dwelling Verification

14.3.10.1 CPN-E-23-08M1 Previously Weatherized Dwelling Verification

14.3.11 CPA-E-24-01 2024 Blended Rates, DOE WAP Memo 123 Integration, and Related Weatherization Form Updates

14.3.12 CPA-E-24-02 Revised Energy Audit Submittal Process

14.3.13 CPA-E-24-05 Certification Date Validation Timeframe

14.3.14 CPA-E-24-06 Veteran Status and Affiliation Data Collection

Docusign Envelope ID: A56B027A-0CF0-8749-8109-B68931C953E9

14.3.15 CPA-E-24-07 Discontinuation of One Payment Over Practice

14.3.16 CPA-E-25-01 2025 Blended Rates and Related Weatherization Form Updates

14.3.17 CPA-E-25-02 Removal of Previously Issued CSD Energy Division Program Advisories and Program Notices from the Local Agencies Portal (LAP)

14.4 The following guidance is incorporated by reference:

14.4.1 ECIP Policies and Procedures (rev. 2/1/08)

14.4.2 DOE WAP ARRA No. 10 – National Historic Preservation Act – SHPO – Historical Review

14.4.2 Assurance 16 Policy Framework

DATE	November 4, 2026
TIME	12:00 PM
LOCATION	CAPK Administrative Office Board Room 1300 18th Street, 3rd Floor Bakersfield, CA 93301

Personnel Committee Minutes

1. **Call to Order**

   Committee Chair Denise Boshers called the meeting to order at 12:03 pm at the Community Action Partnership of Kern Administrative Office, located at 1300 18th Street, 3rd Floor, Bakersfield, CA.

2. **Roll Call**

   Roll call was taken with a quorum present.

   Present: Denise Boshers (Chair), Gema Perez, and Geovany Lizarraga

   Absent: Rocio Munoz

   Others present: Jeremy Tobias, Chief Executive Officer; Lisa McGranahan, Chief Human Resources Officer; Tracy Webster, Chief Financial Officer; Naomi Ibarra, Controller; Laura Porta, Migrant Childcare Program Administrator; Carla Nieto, Program Administrator-Enhanced Care Management and Robert Espinosa, Program Design and Management Administrator and other CAPK staff.

3. **Public Comments**

   Chair Denise Boshers asked members of the Committee and the public if they would like to make any public comment. There were no comments.

4. **New Business**

   a. Proposed Staffing Changes in the Finance Department – **Action Item**

      Tracy Webster presented the above action item and discussed staffing changes in the Finance Department. With the upcoming system integration to improve financial management and agency efficiency, and with the integration with ADP payroll and Sage Intacct integration with the Food Bank, Finance would like to make the following changes: Add the position of Procurement Contract Specialist and eliminate the current vacant Accounting Technician position. This aligns with Strategic Plan Priority C and D and will have no fiscal impact on the budget.

      Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Perez/Lizarraga).

   b. Standardization of Finance Position Titles and Reclassification of Two Accounting Technician Positions to Accounting Technician II – **Action Item**

      Tracy Webster presented the above action item and discussed the title standardization for four (4) job titles, Accounting Technician, Accounting Specialist, Payroll Specialist, and Procurement Technician into one universal classification, Accounting Technician I. The grade will remain (Grade 8) no change. Finance would also like to

reclassify two Accounting Technician positions to a new Accounting Technician II, which will create a two-level career ladder within Finance. Reassigning staff with these title changes will allow for movement of employees between Accounts Payable, Accounts Receivable, Payroll, and Procurement. With universal titles, this will allow cross-training of staff and in turn strengthen internal controls and continuity during absences. This aligns with Strategic Plan Priority C and will have no fiscal impact on the budget.

Geovany Lizarraga asked about how long ago Sage Intacct was implemented and the time it took to raise process efficiencies up 12%. Tracy said that it was implemented in January 2025.

Denise Boshers inquired about how CAPK's HR system compared to other CAP agencies. Tracy noted that it is hard to compare CAP agencies because they come in all different sizes. CAPK is more comparable to a government agency because the agency is so big. A lot of CAP agencies have one person working in Quickbooks because they are that small.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Perez/Lizarraga).

c. Migrant Childcare Program, Site Service Assistant New Position – **Action Item**

Laura Porta presented the above action item and discussed adding a new position, Site Service Assistant, in the Migrant Childcare Program. This position is necessary to support the program's growing operational needs. The position will play a key role in ensuring that the program facilities remain safe, organized, and operational while supporting compliance with health, safety, and program standards. The position aligns with Strategic Plan Priority C and has been allocated in the current FY 2026-2027, therefore will have no fiscal impact on the budget.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Perez/Lizarraga)

d. Housing & Supportive Services Division - Clinical Lead New Position and Reclassed ECM-Lead Care Manager Job Description – **Action Item**

Carla Nieto presented the above action item and discussed the revised position title, Lead Care Manager. The licensing requirements have been removed and changed from exempt to non-exempt that changes the grade from 13 to 9. A new position, Clinical Lead, fully encapsulates the responsibilities and duties necessary of the Clinical Lead role while maintaining the licensure requirements as set by DHCS and Kern Health Systems. This aligns with Strategic Plan Priority A and C and the fiscal impact is a cost savings, which began in June 2026.

Geovany Lizarraga announced he would abstain from this item due to being a Kern Health System employee.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Perez/Boshers) with Geovany Lizarraga abstaining.

e. Head Start Personnel Update – Robert Espinosa, Program Design & Management Administrator – **Info Item**

Robert Espinosa presented the above info item which included the Head Start personnel status for the month of October 2026.

5. Committee Member Comments

No comments.

6. Next Scheduled Meeting

Personnel Committee
12:00 pm
TBD
1300 18th St., 3rd Floor
Bakersfield, CA 93301

7. **Adjournment**

The meeting was adjourned at 12:27 pm.

MEMORANDUM

To: Personnel Committee

From: Tracy Webster, Chief Financial Officer
Naomi Ibarra, Controller

Date: November 4, 2026

Subject: *Agenda Item 4a*: Proposed Staffing Changes in the Finance Department - **Action Item**

Over the past year, the Finance Department has implemented Sage Intacct, Martus, Re-Leased, PayStand, Sage Expense Management, and electronic approvals. These systems have automated much of the manual work in accounts payable, reducing the processing time by 12%.

During the same period, transaction volume has grown steadily. Contracts and leases processed by Procurement, a unit within Finance increased from 134 in FY 2024-25 to 264 in FY 2025-26 (97% increase). A recent internal analysis found that expenditure contract management needs more dedicated support and expertise to help keep the agency compliant.

Upcoming System Integrations:
The Finance Department has the following upcoming system integrations to improve financial management and agency efficiency:
Employee expense integration with ADP payroll
Sage Intacct integration with Food Bank software

Position Additions and Eliminations:

Position Title	Proposed Changes	Current Grade	Proposed Grade
Procurement Contract Specialist	Add Position	Grade 09 $25.70 $32.13 $38.56	
Accounting Technician (Vacant)	Eliminate Vacant Position	Grade 08 $23.09 $28.88 $34.64	

Add Procurement Contract Specialist (Procurement): This position will manage the growing volume of expenditure contracts and leases, including compliance review, tracking, and renewals. Proposed classification: Grade 9.
Eliminate Vacant Accounting Technician (Accounts Payable): The duties are now handled through automated workflows and existing staff. No employees will be displaced.

Fiscal Impact:
The proposed staffing changes are designed to be budget neutral. The costs associated with adding the Contracts Specialist (Procurement) position will be offset by eliminating the vacant Accounting Technician (Accounts Payable) position. No net increase in departmental expenditure is anticipated.

Alignment with Strategic Plan Priorities:
Strategic Priority C: Matching positions to current workload allow staff focus on higher-value work and build skills in the new systems.
Strategic Priority D: Better contract management and integrated systems give leadership more reliable, timely data on agency obligations.

Recommendation:
Staff recommends the Personnel Committee approve the following actions:

1. Authorize the addition of a Contract Specialist (Procurement) position to support expanded procurement needs.
2. Approve the elimination of the vacant Accounting Technician (Accounts Payable) position.

These actions will allow the Finance Department to better meet current demands while supporting long-term organizational goals.

Attachments:
Procurement Contract Specialist Job Description
Finance Organization Chart Updated

Procurement Contract Specialist

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 09 **FLSA Status:** Non-Exempt **Date Approved:** 05/29/2024

SUMMARY:
Under the supervision of the Procurement Manager, the Procurement Contract Specialist is responsible for preparing and reviewing basic contracts for services, contracts for goods, professional consultant agreements, and leases and memorandums of understanding, in addition to recurring business activities.

SUPERVISION RECEIVED:
Receives supervision from the Procurement Manager.

SUPERVISION EXERCISED:
None.

DUTIES AND RESPONSIBILITIES:
Disclaimer: This list of meant to be representative, not exhaustive. Some incumbents may not perform all of the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Prepares and reviews basic contracts for services, contracts for goods, professional consultant agreements, leases, and memorandums of understanding (MOUs) based on recommended awards.
- Monitors contract terms/performance for renewal or expirations and renews as appropriate.
- Coordinates and is responsible for all activities related to leases for all buildings and/or land space agreements.
- Ensures all contracts and leases comply with federal and state regulations.
- Works with management to finalize lease agreements for new locations, renewals, or terminations and coordinates lease activity with the Facilities Manager and program staff.
- Manages and coordinates the purchase of a widely varied and diverse selection of commodities, including but not limited to, heavy equipment, vehicles, instructional items, office supplies, food service items, janitorial supplies, and many other supplies and equipment for purchases.
- Communicates effectively with coworkers, suppliers, salespersons, and the public to establish and maintain effective working relationships.
- Participates in cross-functional teams assigned to develop or evaluate contracts and proposals.

- Assists in developing a variety of purchasing-related documents, which may include contract terms, conditions, specifications, and other contractual agreements.
- Prepares bid specifications and other required documents (including requests for quotations and requests for proposals) to solicit price quotations.
- Research/investigates vendor sources for product information to include evaluation and quality/suitability of supplies.
- Maintains electronic files on vendors, purchase orders, check requests, contracts, packing slips, and receipts for transactions.
- Contact vendors to discuss products and resolve any delivery or order problems on orders.
- Assists the Procurement Manager in gathering, updating, and maintaining Agency inventory database and reports.
- Performs other duties as assigned.

Other Job Specific Duties:

- Attends all meetings, trainings and conferences as assigned.
- Maintains a safe and functional work environment.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Contracts/business law.
- Applicable federal, state, and local laws, codes, and regulations.
- Administration, insurance, types of insurance, leases, and risk management.
- Modern office practices, methods, procedures, and equipment.
- Word processing, spreadsheet, database, and related software applications

Ability to:

- Analyze and interpret Agency and department policies and procedures and applicable federal, state, and local laws, codes, and regulations.
- Communicate effectively, verbally, and in writing to employees at all levels of the organization.
- Deal with conceptual matters.
- Demonstrate good interpersonal skills.
- Effectively present Agency program information to the public.
- Establish professional working relationships with staff, other agencies, and parents.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Associate or bachelor's degree in business administration, public administration, legal or paralegal studies, planning, finance, or a closely related field.

- Three (3) years of administrative experience in purchasing and contracts, preferably with a non-profit organization, public agency, government funded agency, or similar type program.
- Experience as a paralegal preparing and reviewing contracts in a law firm or corporate legal department may be substituted.

OTHER REQUIREMENTS:

- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout.
- Must be fingerprinted and pass pre-employment background check.
- Successful completion of physical, substance abuse screening, TB, and all required vaccinations.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be provided to enable employees with disabilities to perform their essential duties.

POSITION TITLE Procurement Contracts Specialist			
Activity **Hours Per Day**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting			x
Walking			x
Standing			x
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	

Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing & Pulling (left hand)		x	
Reaching (above shoulder level)		x	
Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x					

Finance Organizational Chart

Jeremy Tobias
Chief Executive Officer

Tracy Webster
Chief Financial Officer

Glyniel Campbell
Administrative Coordinator

Controller

Naomi Ibarra
Controller

Eric Kelley
Payroll|HRIS Administrator

Liz Vargas
Procurement Supervisor

Rosemary Albitre
Accounts Payable Supervisor

Sylvia Salazar
Accounting Specialist

Tiffany Mills
Accounting Technician

Adriana Arredondo
Payroll Supervisor

Janine Alcala
Payroll Specialist

Vanessa Ruiz-Alva
Payroll Specialist

Araceli Mora
Payroll Specialist

Gabriela Duran-Ramos
Procurement Technician

Laura Sobalvarro
Procurement Technician

Contracts Specialist - NEW

Cristal Jimenez
Accounting Technician

Frank Torres
Accounting Technician

Magaret Steers
Accounting Technician

Maribel Boria Chavez
Accounting Technician

Ralph Solorio JR
Accounting Technician

Vacant
Accounting Clerk

Director of Finance

Gabrielle Alexander
Director of Finance

Louis Rodriquez
Finance Administrator

Martin Goni
Accounting Administrator

Liliana Solorio
Accounting Administrator

Josefa Navarrette
Accounting Specialist

Brianna Ortiz
Accounting Technician

Claudia Lopez
Accountant I

Manginder Singh
Accountant II

Jennifer Davis
Accountant I

Brandon Ballard
Accountant I

Yolanda Nunez Pompa
Accountant II

Bernardo Serrato-Molina
Accountant I

MEMORANDUM

To: Personnel Committee

From: Tracy Webster, Chief Financial Officer
Naomi Ibarra, Controller

Date: November 4, 2026

Subject: *Agenda Item 4b*: Standardization of Finance position titles and reclassification of two Accounting Technician positions to Accounting Technician II - **Action Item**

Purpose:
Finance requests the Personnel Committee's approval of two related actions:
Title standardization – Consolidate the Accounting Technician, Accounting Specialist, Payroll Specialist, and Procurement Technician classifications, all currently at Grade 8, into one universal classification: Accounting Technician I (Grade 8)
Reclassification – Reclassify two Accounting Technician positions to a new Accounting Technician II classification (Grade 9), creating a two-level career ladder within Finance.

Background:
Finance currently uses four titles for technical support work at the same salary grade. Each title is tied to one functional area, which limits our ability to cross-train and reassign staff as workload shifts.

Current Title	Grade	FLSA	Functional Area	Reports to
Accounting Technician	8	Non-Exempt	Accounts payable, accounts receivable	Accounting Supervisor or Administrator
Accounting Specialist	8	Non-Exempt	General accounting	Accounting Supervisor or Administrator
Payroll Specialist	8	Non-Exempt	Bi-weekly payroll, time and attendance, position control	Payroll Supervisor
Procurement Technician	8	Non-Exempt	Purchasing, vendor and contract records	Procurement Supervisor

The duties across these titles overlap substantially: transaction processing, reconciliation, journal entries, records maintenance, audit support, and compliance review. Minimum qualifications are also comparable, generally a high school diploma plus three years of fiscal record-keeping or related experience.

Request 1: Universal Accounting Technician I Title:
All four Grade 8 titles would be retitled Accounting Technician I under a single job description. The attached job description covers the full range of entry and journal level work in accounts payable, accounts receivable, payroll and procurement. Incumbents may be assigned to one or more of these areas based on department needs, and report to the assigned Accounting, Payroll, or Procurement supervisor or administrator.

This change will allow Finance to:

- **Reassign staff without a title change.** This will allow for the movement of employees between AP, AR, Payroll and Procurement as workload, vacancies, and peak periods (payroll cycles, year-end close, audit) require.
- **Build depth and coverage.** With universal titles, cross-training staff is possible such that no single function depends on one person. This, in turn, strengthens internal controls and continuity during absences.
- **Simplify recruitment.** A single classification can be posted, allowing new hires to be assigned where they are needed most.
- **Treat staff equitably.** Employees doing comparable work at the same grade carry the same title.

There is no change in grade, pay, or FLSA status for any of the incumbents. Employees keep their step, hire date, and seniority.

Request 2: Reclassify two positions to Accounting Technician II:
Finance requests that two Accounting Technician positions be reclassified to Accounting Technician II at Grade 9. The level II performs more complex work with greater independent judgement and may provide lead direction and training to Accounting Technician I staff without formal supervisory authority.

	Accounting Technician I	Accounting Technician II
Grade	8	9
FLSA status	Non-exempt	Non-exempt
Level of work	Entry and journey level	Advanced, complex and technical
Supervision received	Assigned supervisor or administrator	Assigned supervisor or administrator
Lead role	None	May lead, train, and guide Technician I staff
Distinguishing duties	Process transactions, reconciling accounts, maintain records	Review others' work and computations; prepare accruals, adjustments, and correcting entries; review financial schedules; monitor AP/AR aging; resolve complex discrepancies; help develop procedures and internal controls
Experience	3 years fiscal record keeping and accounting	4 years, including 1 year in a lead, advanced technical, or independent decision-making role (or Associate degree plus 2 years)

The Accounting Technician II level creates a defined career ladder in Finance. Staff gain a path to advance by building skills, and the department gains review capacity at the technician level, improving accuracy before work reaches supervisors.

Fiscal Impact:
The title standardization has no fiscal impact. The reclassification moves of two positions from Grade 8 to Grade 9 will have the following fiscal impact:
Estimated annual cost: $7,690 for both positions, including fringe.
Funding source: Indirect cost pool

Alignment with Strategic Plan Priorities:
Strategic Priority C: Matching positions to current workload allow staff to focus on higher-value work and build skills in the new systems.

Recommendation:
Staff requests the Personnel Committee to recommend approval to the Board of Directors regarding the following actions:
Retitling the Accounting Technician, Accounting Specialist, Payroll Specialist, and Procurement Technician classifications to Accounting Technician I (Grade 8), and adopting the attached Accounting Technician I job description.
Adopt the attached Accounting Technician II job description at Grade 9.
Reclassify two Accounting Technician positions to Accounting Technician II.

Attachments:
Accounting Technician I job description
Accounting Technician II job description

Accounting Technician I

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Grade: Grade 08 **FLSA Status:** Non-Exempt **Date approved: TBD**

SUMMARY:

Responsible for performing a broad range of technical accounting, payroll, and procurement activities in support of the Agency's financial operations, including but not limited to accounts payable, accounts receivable, payroll processing, and purchasing functions. Incumbents may be assigned to specialize in one or more of these functional areas depending on department needs, and may perform a combination of general accounting, payroll, and procurement duties as assigned. This is a single classification that encompasses the full scope of entry- and journey-level accounting, payroll, and procurement support work.

SUPERVISION RECEIVED:

Receives supervision from the assigned Accounting, Payroll, Procurement, or Finance Supervisor or Manager.

SUPERVISION EXERCISED:

None

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Establish, balance, verify, adjust, and maintain accounting, payroll, procurement, and other fiscally related records and reports.
- Process a variety of financial, payroll, and procurement transactions, including data entry into the general ledger, payroll, and purchasing modules of Agency software systems.
- Perform accounts payable and/or accounts receivable functions, including matching purchase requisitions, purchase orders, receiving documents, and vendor invoices, and preparing checks and disbursement packages.
- Process time and attendance and payroll transactions, including reviewing computed wages, correcting errors, processing manual checks, and maintaining employee pay and benefit data.
- Research, evaluate, and communicate with vendors regarding products, services, and orders; coordinate purchasing of supplies and equipment and issue purchase orders as authorized.
- Allocate transactions and prepare journal entries, including payroll allocations and purchasing-related entries.
- Reconcile vendor statements, payroll accounts, and other financial records; research and resolve discrepancies and inquiries in a timely manner.

- Review financial, payroll, and procurement documents for accuracy and compliance with legal mandates, funding source requirements, and organization policies and procedures.
- Maintain and update position control records, fiscal year position budgets, and related staffing and compensation reporting.
- Maintain fringe benefit calculations and support administration of benefit deductions, wage garnishments, tax-deferred annuities, and pension plans per Agency policy.
- Maintain vendor, contract, lease, title, license, and insurance records, and monitor renewal or expiration dates.
- Maintain filing systems for grants, contracts, vendor records, journal entries, payroll records, and other financial documents.
- Prepare audit schedules, payroll and management reports, and other financial summaries, and compile supporting documentation for funding source monitors and auditors.
- Interface routinely with Agency employees, managers, vendors, and funding sources, providing accurate and timely responses to accounting, payroll, and procurement inquiries while maintaining confidentiality of sensitive information.
- Assist in the completion of mandatory and compliance reporting (e.g., audits, EEO, Economic Census, Multiple Worksite reporting) as assigned.

Other Job Specific Duties

- Attend all meetings, trainings, and conferences as assigned.
- Maintain safe and functional work environment.
- Perform any other like duties and special projects as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Methods, practices, and procedures of accounting, payroll, procurement, and fiscally related record management systems.
- Auditing, account and fund monitoring, and reconciliation processes.
- General payroll practices, time and attendance systems, and position control concepts.
- Purchasing, contract administration, and vendor management practices.
- Organization and Finance/Human Resources Division policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations governing fiscal, payroll, and procurement activities.
- Modern office practices, methods, procedures, and equipment.
  Word processing, spreadsheet, general ledger, payroll, and purchasing database software applications.

Ability to:

- Perform detailed accounting, payroll, and procurement functions.
- Audit, review, and prepare financial, payroll, and procurement reports, records, and related summaries.
- Make mathematical calculations with speed and accuracy.

- Work independently under frequent time pressures or deadlines and manage time effectively.
- Use good organizational methods and procedures.
- Communicate effectively, verbally and in writing, to employees at all levels of the organization.
- Demonstrate good interpersonal skills and establish professional working relationships with staff, vendors, and other agencies.
- Follow instructions given by supervisor.
- Maintain effective working relationships with co-workers.
  Maintain confidentiality of sensitive financial and employee information.

EDUCATION AND EXPERIENCE

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- High school diploma or equivalent and six (6) semester units of post high school coursework in general accounting, bookkeeping, business math, and/or accounting related courses.
- Three (3) years of increasingly responsible experience in fiscal record keeping, accounting, and reporting, including computer-assisted processes.
- One (1) year of demonstrated experience working with spreadsheet applications.
- Experience with payroll, purchasing, or human resources information systems is desirable, depending on assignment.
- Accounting, payroll, or procurement experience in a non-profit or governmental entity is desirable.

OTHER REQUIREMENTS:

- Must be fingerprinted and pass pre-employment background check.
- Successful completion of physical, substance abuse screening, TB, and all required vaccinations.
- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout, if assigned procurement-related driving duties.

WORK ENVIRONMENT

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of the job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be provided to enable employees with disabilities to perform their essential duties.

POSITION TITLE Accounting Technician I			
Activity Hours Per Day	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting			x
Walking			x
Standing			x
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	
Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing & Pulling (left hand)		x	
Reaching (above shoulder level)		x	
Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x			x		

Accounting Technician II

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Grade: Grade 09 **FLSA Status:** Non-Exempt **Date Approved: TBD**

SUMMARY:

Responsible for performing a broad range of complex and advanced technical accounting, payroll, and procurement activities in support of the Agency's financial operations, including but not limited to accounts payable, accounts receivable, payroll processing, and purchasing functions. Requires an advanced degree of independent judgment, analysis, and problem-solving. Incumbents may be assigned to specialize in one or more of these functional areas depending on department needs, and may provide lead direction, training, and technical guidance to accounting staff.

SUPERVISION RECEIVED:

Receives general supervision from the assigned Accounting, Payroll, Procurement, or Finance Supervisor or Manager.

SUPERVISION EXERCISED:

May provide lead direction, work coordination, and training to Accounting Technicians I and other accounting, payroll, and procurement support staff; does not typically have formal supervisory authority.

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Establish, balance, verify, adjust, and maintain complex accounting, payroll, procurement, and other fiscally related records and reports, exercising independent judgment in resolving discrepancies.
- Coordinate, lead, and provide training, work review, and technical guidance to Accounting Technician I and other staff performing accounting, payroll, and procurement functions.
- Process, review, and correct complex financial, payroll, and procurement transactions, including data entry into the general ledger, payroll, and purchasing modules of Agency software systems.
- Perform advanced accounts payable and/or accounts receivable functions requiring independent analysis and problem-solving, including verifying requisitions, purchase orders, receiving documents, invoices, and supporting documentation prior to processing and monitoring the aging of payables and receivables.
- Review and process payroll transactions, including time and attendance, computed wages, manual checks, and payroll adjustments; research and resolve complex payroll discrepancies and employee inquiries.

- Administer and review procurement activities, including evaluating vendors, products, and services, issuing purchase orders as authorized, and reviewing procurement actions for compliance with Agency policy, funding source requirements, and applicable regulations.
- Prepare and review journal entries, including accruals, adjustments, correcting entries, payroll allocations, and purchasing-related entries, and verify accuracy of coding using the established chart of accounts.
- Perform and review complex reconciliations of vendor, customer, payroll, bank, and other financial accounts; research and resolve discrepancies in a timely manner.
- Review and verify financial, payroll, and procurement documents prepared by others for accuracy and adherence to legal mandates, funding source requirements, and Agency policies and procedures.
- Maintain and review position control records, fiscal year position budgets, fringe benefit calculations, benefit deductions, and related staffing and compensation reporting.
- Maintain and monitor vendor, contract, lease, title, license, and insurance records, including renewal and expiration dates, and maintain organized filing systems for grants, contracts, payroll records, and other financial documents.
- Prepare and review documents supporting bank transactions, deposits, cash receipts, and disbursements, and analyze travel advances and liquidations for compliance with Agency policies and procedures.
- Prepare and review audit schedules, financial and payroll reports, and management summaries, and compile and organize supporting documentation for funding source monitors and auditors.
- Prepare and assist in the completion of mandatory and compliance reporting (e.g., audits, EEO, Economic Census, Multiple Worksite reporting) as assigned, and assist in the review, formulation, and implementation of accounting, payroll, and procurement procedures and internal controls.
- Serve as a resource to Agency employees, managers, vendors, and funding sources, researching and resolving complex inquiries, escalating unresolved issues as needed, and maintaining confidentiality of sensitive information.

Other Job Specific Duties

- Attend all meetings, trainings, and conferences as assigned.
- Maintain safe and functional work environment.
- Perform any other like duties as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Advanced methods, practices, and procedures of governmental or nonprofit accounting, payroll, procurement, and fiscally related record management systems.
- Auditing, complex account and fund monitoring, and reconciliation processes.
- Payroll practices, time and attendance systems, and position control concepts.
- Purchasing, contract administration, and vendor management practices.
- Organization and Finance/Human Resources Division policies and procedures.

- Applicable federal, state, and local laws, codes, and regulations governing fiscal, payroll, and procurement activities.
- Principles and practices of providing lead direction, training, and work review to accounting, payroll, procurement, or clerical staff.
- Modern office practices, methods, procedures, and equipment.
- Word processing, spreadsheet, general ledger, payroll, and purchasing database software applications.

Ability to:

- Perform complex and advanced accounting, payroll, and procurement functions with minimal supervision.
- Audit, review, and prepare financial, payroll, and procurement reports, records, and related summaries with a high degree of accuracy.
- Make mathematical calculations with speed and accuracy.
- Work under frequent time pressures or deadlines and manage multiple priorities effectively.
- Use good organizational methods and procedures.
- Exercise independent judgment in analyzing and resolving accounting, payroll, and procurement discrepancies and problems.
- Provide lead direction, training, and technical guidance to accounting, payroll, procurement, or clerical staff.
- Communicate effectively, verbally and in writing, to employees at all levels of the organization.
- Demonstrate good interpersonal skills and establish professional working relationships with staff, vendors, and other agencies.
- Follow instructions given by supervisor.
- Maintain effective working relationships with co-workers.
- Maintain confidentiality of sensitive financial and employee information.

EDUCATION AND EXPERIENCE

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- High school diploma or equivalent
- Four (4) years of increasingly responsible experience in fiscal record keeping, accounting, payroll, or procurement, and reporting, including computer-assisted processes, at least one (1) year of which included lead, advanced technical, or independent decision-making responsibilities
- One (1) year of demonstrated experience working with spreadsheet applications.
- Experience with payroll, purchasing, or human resources information systems (HRIS) is desirable, depending on assignment.
- Accounting, payroll, or procurement experience in a non-profit or governmental entity is desirable.
- Any equivalent combination of education and experience, such as an Associate degree in accounting, business, or a related field with two (2) years of related experience may be acceptable on a year-to-year basis.

OTHER REQUIREMENTS:

- Must be fingerprinted and pass pre-employment background check.
- Successful completion of physical, substance abuse screening, TB, and all required vaccinations.
- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout, if assigned procurement-related driving duties.

WORK ENVIRONMENT

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of the job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be provided to enable employees with disabilities to perform their essential duties.

POSITION TITLE Accounting Technician II			
Activity **Hours Per Day**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting			x
Walking			x
Standing			x
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	
Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing & Pulling (left hand)		x	
Reaching (above shoulder level)		x	

Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x			x		

MEMORANDUM

To: Personnel Committee

From: Laura Porta, Migrant Childcare Program Administrator

Date: 11/04/2026

Subject: Agenda Item 4c: Migrant Childcare Program, Site Services Assistant New Position. – **Action Item**

The CAPK Migrant Child Care Program (MCAP) continues to experience increasing operational demands and facility-related responsibilities necessary to support the effective delivery of services to enrolled children and families.

Summary of Proposed Changes:
To effectively manage these competing demands and maintain a safe, clean, and efficient program environment, MCAP Management is requesting approval for one (1) Site Services Assistant position to work in conjunction with current facility and operations services.

This position is necessary to support the program's growing operational needs including routine vehicle inspections, maintenance coordination, facility cleaning and sanitation, inventory management, equipment upkeep, supply distribution, and other essential building-related functions. The Site Services Assistant will play a key role in ensuring that program facilities remain safe, organized, and operational while supporting compliance with health, safety, and program standards.

Position Title	New Position	Grade & Grade levels
Site Services Assistant	New	4 $16.90 $19.39 $23.27

Fiscal Impact:
Funding for this position has been allocated in the current FY 2026-2027 contract amount for CAPK MCAP from the California Department of Social Services (CDSS). The impact on the CAPK MCAP budget has been reviewed and is projected to be sustainable.

Strategic Plan Impact:
As part of the 2026-2029 Strategic Action Plan, specifically under Priority C, Key Goal 2: Invest in attracting and retaining a high-quality and engaged workforce, this proposal supports staff development, professional growth, and employee retention by creating greater consistency in responsibility assignation and better supporting current program operational needs.

Recommendation: Staff Recommends that the Personnel Committee approve the Site Service Assistant new position and recommend submission to the Board of Directors for final approval.

Attachments:
MCAP Site Services Assistant Job Description

Site Services Assistant- MCAP

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 04 **FLSA Status:** Non-Exempt **Date Approved: TBD**

SUMMARY:

Under the direction of the Program Administrator, the Site Services Assistant is responsible for maintaining a clean, safe, and functional environment for staff, clients, and visitors. This position performs a variety of custodial, light maintenance, and operational support duties, including cleaning and sanitizing buildings, conducting routine inspections, completing minor repairs, managing supplies and inventory, ensuring vehicle maintenance record and service requirements remain current, and maintaining exterior grounds. The Site Services Assistant ensures compliance with health, safety, and sanitation standards, assists with room setups for meetings and events, and promptly reports facility concerns. This position also provides excellent customer service and supports program operations through effective communication and participation in outreach, training, and other assigned activities.

SUPERVISION RECEIVED:

Receives supervision from the Program Administrator.

SUPERVISION EXERCISED:

None.

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Maintain a clean, safe, and organized environment throughout all assigned facilities and grounds.
- Perform routine custodial duties, including sweeping, mopping, vacuuming, dusting, sanitizing, and waste removal.
- Clean and maintain offices, training rooms, conference rooms, restrooms, break rooms, parking areas, and other common spaces according to established schedules.
- Restock restroom, kitchen, and janitorial supplies and maintain designated inventory levels.
- Receive, store, track, and monitor facility materials and supplies in accordance with inventory control procedures.
- Conduct routine facility inspections to identify maintenance, repair, safety, and sanitation concerns.

- Perform minor building repairs and light maintenance, including painting, patching walls, replacing light bulbs, and repairing fixtures, furniture, doors, and locks.
- Assemble, install, relocate, and arrange office furniture, equipment, and workstations as needed.
- Assist with room setup and breakdown for meetings, trainings, special events, and program activities.
- Maintain exterior grounds and remove trash and debris from indoor and outdoor areas.
- Ensure vehicle maintenance, licensing, and related fleet activities remain current.
- Ensure compliance with health, safety, sanitation, and agency policies and procedures.
- Immediately report health, safety, maintenance, and facility concerns to the Program leadership.
- Provide excellent customer service and maintain positive working relationships with staff, clients, community partners, and the public.
- Participate in required trainings, professional development opportunities, outreach activities, presentations, and visits as assigned.

Other Job Specific Duties:

- Maintains a safe and functional work environment.
- Works alternative hours as required, including nights and weekends.
- Is proactive in the effort to recruit and enroll families that qualify for CAPK programs.
- Perform other related duties as assigned to support facility and program operations.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Agency and Departmental policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations.
- Knowledge of cleaning methods, materials, and equipment.
- Ability to identify and resolve minor facility maintenance issues.

Ability to:

- Communicate effectively, verbally and in writing.
- Effectively present program services information to the public.
- Demonstrate good interpersonal skills.
- Work as a positive team member.
- Establish professional working relationships with staff, agencies, and clients.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- High School Diploma or equivalent.
- Must be at least 18 years of age.

- Janitorial and maintenance experience required.

OTHER REQUIREMENTS:

- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.
- Completion of a physical and substance abuse screening upon offer of employment.
- Bilingual language fluency (English/Spanish) preferred.
- Meet all physical requirements as stated in the essential physical demands.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is performed indoors and outdoors.
- Work is performed in various weather conditions, including heat and direct sunlight, including uneven outdoor terrain, grass, dirt, gravel, and park surfaces.
  Work may include the use of stairs or ramps to access multi-level client homes or worksites.
- Noise level is quiet to moderate.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform' the essential functions of the job. Reasonable accommodations may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE: Site Services Assistant			
Activity **Hours Per Day**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting		x	
Walking			x
Standing			x
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing		x	
Kneeling		x	
Crawling		x	
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	

Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing & Pulling (left hand)		x	
Reaching (above shoulder level)		x	
Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs			x			x
26-50 lbs			x			x
51-75 lbs		x			x	
76-100 lbs	x			x		
100+ lbs	x			x		

MEMORANDUM

To: Personnel Committee

From: Carla Nieto, Program Administrator- Enhanced Care Management

Carla Nieto

Date: November 4, 2026

Subject: *Agenda Item 4d*: Housing & Supportive Services Division – Clinical Lead New Position and Reclassed ECM-Lead Care Manager Job Description - **Action Item**

Background:
According to DHCS guidelines and Kern Health Systems (KHS) Requirements, Enhanced Care Management (ECM) programs must employ a minimum of two Lead Care Managers (LCM's) to allow program members the opportunity to switch should they choose. CAPK's ECM Program initially employed two Registered Nurse's in the LCM roles, which covered a separate requirement that clinical oversight and care be administered by a licensed clinical provider.

In May, one of our LCM's resigned from their position. Subsequent conversations with KHS ensued wherein they provided guidance that our current Community Health Workers (CHW's) could function in an LCM capacity, so long as we retained one licensed provider to provide clinical oversight and guidance to the CHW-LCM's, and to program members as the need arises. Since that time, our current CHW's have trained and began functioning in a Lead Care Manager capacity, with our current Lead Care Manager functioning in a Clinical Lead capacity.

In an effort to ensure that our current staff members are working under job titles and job descriptions in line with their duties, it is necessary to revise the Lead Care Manager job description and to create a new Clinical Lead job description.

Position Title	Proposed Changes	Current Grade	New Grade
Lead Care Manager	Revised	13 Min-$40.37 Mid-$50.46 Max-$60.50	09 Min-$25.70 Mid-$32.13 Max-$38.56
Clinical Lead	New Job Description		13 Min-$40.37 Mid-$50.46 Max-$60.5

Summary of Proposed Changes:
The Clinical Lead job description fully encapsulates the responsibilities and duties necessary of the Clinical Lead Role while maintaining the licensure requirement as set forth by DHCS and Kern Health Systems.

The revised Lead Care Manager job description removes the licensing requirement, changes the FSLA status from exempt to non-exempt, changes the paygrade from 13 to 9, and includes the additional tasks of conducting the ECM Comprehensive Assessment and associated Care Plan generation.

Fiscal Impact and Timeframe:
The addition of the Clinical Lead role and the revisions to the Lead Care Manager job description enable CAPK's Enhanced Care Management program to operate without the need to hire additional licensed personnel, which has effectively removed $133,380 from ECM's annual personnel costs. By removing the licensure requirement from the Lead Care Manager role, the paygrade was downgraded from 13 to 9, which is the same as the previous Community Health Worker role. The new Clinical Lead Role's paygrade is set at 13, which is the same as the previous Lead Care Manager role.
In short, the fiscal impact is a cost savings which began in June 2026.

Strategic Plan Impact:
The revision to the Lead Care Manager job description and the addition of a Clinical Lead job description supports the 2026-2029 Strategic Plan, Strategic Priority A: Goal 3 (*Support the health and well-being of clients by expanding access to essential holistic services through Enhanced Care Management (ECM) by August 2029*) and Strategic Priority C: Goal 2 (*Invest in attracting and retaining a high-quality and engaged workforce by August 2029*).

Recommendation:
Staff recommend the Personnel Committee approve proposed revision to the Lead Care Manager Job Description and the addition of a Clinical Lead job description.

Attachments:
Lead Care Manager Job Description
Clinical Lead Job Description

Enhanced Care Management (ECM) Clinical Lead

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 13 **FLSA Status:** Exempt **Date Approved: TBD**

SUMMARY:
Under the supervision of the Enhanced Care Management (ECM) Program Administrator, the ECM Clinical Lead provides clinical oversight, leadership, and training to a multidisciplinary care coordination team serving high-need, high-risk populations. This role offers direct clinical guidance, mentoring, and expertise, to ensure that care is delivered in a person-centered, trauma-informed manner, which is compliant with ECM requirements. This position plays a key role in improving client outcomes, supporting staff development, monitoring performance, and building a culture of compassionate, integrated care.

SUPERVISION RECEIVED:
Enhanced Care Management Program Administrator

SUPERVISION EXERCISED:
Clinical oversight of Lead Care Managers. No direct supervision.

DUTIES AND RESPONSIBILITIES:
Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Provide clinical training and oversight of the: Assessment Process, Care Planning Process, Admission/Discharge/Transfer (ADT) activities, Interdisciplinary Care Team (ICT) Meeting process
- Act as a clinical reviewer on all completed assessments, care plans, ICT and ADT activities, co-signing each as required
- Function as a Subject Matter Expert related to documentation within the Electronic Health Record (EHR), providing training and feedback as needed
- Perform monthly and as-needed clinical audits of documentation required by the Managed Health Plan(s) to ensure compliance with ECM standards
- Review the Utilization Report Daily, updating Lead Care Managers on inpatient hospitalizations, Emergency Room, and Urgent Care visits, providing guidance on tasks and documentation needed subsequent to each event
- Track member progress over time, making recommendations related to ongoing need for services or program completion
- Provide clinical guidance on members' co-morbid conditions, including, but not limited to: physical health conditions, behavioral health conditions, and substance use disorders
- Step in to fill clinical components of the ECM Lead Care Manager position on an as-needed basis
- Provide education and support to ECM program members as it pertains to clinical conditions as needed

- Participate in client centered and operational team meetings to stay apprised of member needs
- Maintain up-to-date knowledge of community resources and healthcare regulations to provide accurate information to Lead Care Managers and ensure compliance with service delivery standards

Other Job Specific Duties:

- Assists and participates in BKRHC meetings and community events as assigned.
- Works alternative hours as required, including nights, weekends, and holidays.
- Prepares, conducts, and attends all meetings, trainings, and conferences, as assigned.
- Other duties and special projects as necessary.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Agency policies and procedures.
- Principals of trauma informed care and person-centered planning.
- Behavioral health conditions and treatment approaches.
- Social determinants of health and their impact on care and outcomes.
- HIPPA regulations and client confidentiality requirements.
- Health insurance systems, including Medi-Cal, Medicare, and managed care plans.
- Documentation standards and use of electronic health records (EHR).
- Crisis interventions and de-escalation strategies.
- Applicable federal, state, and local laws, codes, and regulations.
- Departmental policies and procedures.
- Windows based computers and working knowledge of Excel, PowerPoint, Microsoft Word, and Outlook.
- Current problems of socially and economically challenged individuals.

Ability to:

- Multitask in a fast-paced environment, with prompt attention to client needs.
- Communicate effectively, verbally and in writing.
- Analyze problems and identify alternative solutions.
- Plan and implement developmentally appropriate routines and exercises.
- Plan, organize, and allocate resources.
- Work independently.
- Prepare clear and concise reports.
- Exercise sound, independent judgment within general policy guidelines.
- Provide guidance and interpret and explain policies and procedures.
- Work with diverse populations whose circumstances may include mental health, substance abuse, medical issues, and other socioeconomic and environmental factors.
- Understand and apply written regulations and instructions.
- Work with accuracy and attention to detail.
- Operate and use modern office equipment, including multi-line phone systems.
- Effectively organize and prioritize assigned work.
- Maintain professional relationships with diverse groups and community representatives.

- Maintain a safe and functional work environment.
- Speak at community engagements about Enhanced Case Management.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Must possess the required education and credentials for licensure as one of the following: Nurse Practitioner (NP), Registered Nurse (RN), Licensed Clinical Social Worker (LCSW), or Licensed Marriage and Family Therapist (LMFT). This includes successful completion of all applicable California state licensing examinations and holding an active, unrestricted license to practice in the designated field.
- Care Management Certification (e.g., CCM, ACM) is preferred but not required. Trauma-informed care training or certification is a plus.
- Experience working with individuals or families facing housing instability.
- Strong understanding of housing programs and health-related social services preferred.
- Excellent communication, organizational, and critical thinking skills to effectively collaborate with MCPs, and community partners.

OTHER REQUIREMENTS:

- Successful completion of live scan fingerprinting, physical, substance abuse screening, TB, and all required vaccinations.
- Must be able to obtain specialized certifications and/or licensing, including but not limited to, CPR, and Narcan Training certification within 90 days of employment.
- Possession of a valid California driver's license, current automobile insurance and acceptable driving record, substantiated by a DMV printout.
- Bilingual language fluency (English/Spanish) desired.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors and outdoors.
- Noise level is quiet to moderate.
- Hazards are minimal to moderate. This includes exposure to biohazards.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE ECM Clinical Lead			
Activity Hours Per Day	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting			x
Walking		x	
Standing		x	
Bending (neck)			x

Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	
Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing &Pulling (left hand)		**x**	
Reaching (above shoulder level)		**x**	
Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x			x		

Enhanced Care Management (ECM) Lead Care Manager

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 09 **FLSA Status:** Non- Exempt **Date Approved: TBD**

SUMMARY:
Under the supervision of the Enhanced Care Management (ECM) Program Administrator, and under the guidance of the ECM Clinical Lead, the Lead Care Manager provides whole-person care management for underserved Populations of Focus. This role emphasizes engagement, assessment, care planning, resource linkage, and collaboration with multidisciplinary care teams to address medical, behavioral, and social determinants of health. The Lead Care Manager ensures care coordination is person-centered, trauma-informed, and compliant with ECM requirements.

SUPERVISION RECEIVED:
Enhanced Care Management Program Administrator

SUPERVISION EXERCISED:
None

DUTIES AND RESPONSIBILITIES:
Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Evaluate a member's medical, behavioral, and social needs through interviews, records, and collaboration with providers.
- Create individualized care plans tailored to each client's needs, goals, and preferences. Often in collaboration with other staff like the Enhanced Care Management Clinical Lead.
- Connect clients with medical providers, housing assistance, mental health services, substance use programs, food access, and more.
- Track client's progress over time, updating care plans as needed to ensure ongoing support and successful outcomes.
- Maintain a courteous and professional demeanor, using program's best practices and trauma informed care, ensuring a positive client experience.
- Conduct comprehensive assessments, including intake evaluations using standardized tools, while entering client information into the electronic health record system.
- Process appropriate referrals for healthcare services, housing assistance, and additional community resources.
- Monitor and document client progress in addressing health needs and achieving housing stability to support overall well-being.
- Enter data accurately, including client information and status updates, into the electronic health record system, while collaborating closely with other service providers to minimize errors and prevent duplicate entries. Ensure the quality of data and documentation, addressing discrepancies as needed with relevant providers.

- Provide ongoing education and support to clients, assisting them in understanding available resources and encouraging active participation in their care.
- Serve as an advocate for clients, ensuring their preferences and rights are upheld throughout the care process.
- Collaborate with interdisciplinary teams to review client care plans and share insights that improve service delivery and outcomes.
- Effectively manage a diverse case load to ensure timely and appropriate interventions, prioritizing client needs and coordinating resources effectively.
- Facilitate client access to necessary follow-up appointments, medications, and treatment plans, ensuring continuity of care.
- Organize and participate in Care conferences and team meetings to discuss client progress and adjust care plans as necessary.
- Develop and implement strategies to engage clients who are difficult to reach or who have disengaged from services, fostering re-engagement in their care.
- Maintain up-to-date knowledge of community resources and healthcare regulations to provide accurate information to clients and ensure compliance with service delivery standards.

Other Job Specific Duties:

- Assists and participates in BKRHC meetings and community events as assigned.
- Collaborates with multidisciplinary teams to streamline the housing process, record keeping, effective Care management and partners with them.
- Works alternative hours as required, including nights, weekends, and holidays.
- Prepares, conducts, and attends all meetings, trainings, and conferences, as assigned.
- Other duties and special projects as necessary.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Agency policies and procedures.
- Principals of trauma informed care and person-centered planning.
- Behavioral health conditions and treatment approaches.
- Social determinants of health and their impact on care and outcomes.
- HIPPA regulations and client confidentiality requirements.
- Health insurance systems, including Medi-Cal, Medicare, and managed care plans.
- Documentation standards and use of electronic health records (EHR).
- Crisis interventions and de-escalation strategies.
- Applicable federal, state, and local laws, codes, and regulations.
- Departmental policies and procedures.
- Windows based computers and working knowledge of Excel, PowerPoint, Microsoft Word, and Outlook.
- Current problems of socially and economically challenged individuals.

Ability to:

- Multitask in a fast-paced environment, with prompt attention to client needs.
- Communicate effectively, verbally and in writing.

- Analyze problems and identify alternative solutions.
- Plan and implement developmentally appropriate routines and exercises.
- Plan, organize, and allocate resources.
- Work independently.
- Prepare clear and concise reports.
- Exercise sound, independent judgment within general policy guidelines.
- Provide guidance and interpret and explain policies and procedures.
- Work with diverse populations whose circumstances may include mental health, substance abuse, medical issues, and other socioeconomic and environmental factors.
- Understand and apply written regulations and instructions.
- Work with accuracy and attention to detail.
- Operate and use modern office equipment, including multi-line phone systems.
- Effectively organize and prioritize assigned work.
- Maintain professional relationships with diverse groups and community representatives.
- Maintain a safe and functional work environment.
- Speak at community engagements about Enhanced Case Management.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Must possess a Bachelor's Degree in Social Work, Psychology, or a related field or relevant career experience in case management or care coordination
- Trauma-informed care training or certification preferred.
- Experience working with individuals or families facing housing instability.
- Strong understanding of housing programs and health-related social services preferred.
- Excellent communication, organizational, and critical thinking skills to effectively collaborate with MCPs, landlords, and community partners.

OTHER REQUIREMENTS:

- Successful completion of live scan fingerprinting, physical, substance abuse screening, TB, and all required vaccinations.
- Must be able to obtain specialized certifications and/or licensing, including but not limited to, CPR, and Narcan Training certification within 90 days of employment.
- Possession of a valid California driver's license, current automobile insurance and acceptable driving record, substantiated by a DMV printout.
- Bilingual language fluency (English/Spanish) desired.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors and outdoors.
- Noise level is quiet to moderate.
- Hazards are minimal to moderate. This includes exposure to biohazards.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE ECM Lead Care Manager			
Activity Hours Per Day	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting			x
Walking		x	
Standing		x	
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	
Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing &Pulling (left hand)		**x**	
Reaching (above shoulder level)		**x**	
Reaching (below shoulder level)		x	

	LIFTING			**CARRYING**		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x			x		

MEMORANDUM

To: Personnel Committee

From: Jerry Meade, Assistant Director of Program
Dr. Robert Espinosa, Program Design and Management Administrator

Date: November 4, 2026

Subject: *Agenda Item 4e: Head Start Personnel Update* – **Info Item**

The Head Start and State Child Development Division remains dedicated to providing regular updates on personnel matters and their impact on the Head Start program.

For the month of October 2026, the following information is provided to the Personnel Committee:

- 643 Staff employed.
- 57 Vacant Positions.
- Onboard 9 new staff members.
- Rehired 2 staff members.
- Nine (9) Resignations.
- Three (3) days of interviews for 4 open requisitions in Kern County.

Job opportunities are continuously posted on the Head Start California website, accompanied by dedicated recruitment efforts for our direct service positions.

Attached is a document outlining the closed classrooms and current staff vacancies for both closed and open classrooms as of October 28, 2026.

Attachment:
Enrollment Staffing Data Sheet

Head Start State Child Development

Enrollment Staffing Data Sheet

Site	Funded	Reportable Enrollment	% Enrolled	Budgeted Staffed	Currently Staffed	Staff Vacancies	% Staffed
Alberta Dillard (PY)	34	35	103%	6	6	0	100%
Alicante	17	17	100%	3	3	0	100%
Angela Martinez EHS	24	21	88%	9	8	1	89%
Angela Martinez HS	81	46	57%	15	12	0	80%
Bakersfield College	32	33	103%				
Blanton	16	16	100%				
Broadway (PY)	34	29	85%	6	6	0	100%
California City (PY)	17	16	94%	2	2	0	100%
California Street	16	17	106%	6	6	0	100%
Cleo Foran EHS	8	7	88%	3	3	0	100%
Cleo Foran HS	15	15	100%	3	3	0	100%
Delano (PY)	60	54	90%	12	12	0	100%
Escuelita Hernandez	16	16	100%				
Fairfax (PY)	34	34	100%	6	6	0	100%
Family Childcare EHS	35	13	37%				
Family Childcare HS	22	15	68%				
Gianone	16	17	106%	6	6	0	100%
Harvey L. Hall EHS	68	60	88%	27	26	1	96%
Harvey L. Hall	68	54	79%	12	11	1	92%
Heritage (PY)	17	18	106%	2	2	0	100%
Kennedy HS	17	14	82%	3	0	3	0%
La Plaza	24	12	50%	9	8	1	89%
La Plaza HS	24	12	50%	6	1	5	17%
Lathrop	24	23	96%	9	9	0	100%
Lathrop HS	17	18	106%	3	3	0	100%
Lodi	24	27	113%	9	9	0	100%
M. Massei	24	24	100%	9	9	0	100%
M. Massei HS	17	17	100%	3	3	0	100%
MJM EHS	16	17	106%	6	6	0	100%
MJM HS	34	34	100%	6	6	0	100%
Oasis EHS (PY)	8	5	63%	3	2	1	67%
Oasis (PY)	34	30	88%	6	6	0	100%
Pete Parra EHS	48	47	98%	18	18	0	100%
Pete Parra HS	68	68	100%	12	12	0	100%
Primeros Pasos EHS	16	16	100%	6	6	0	100%
Primeros Pasos HS	51	33	65%	9	9	0	100%
Rosamond (PY)	51	26	51%	9	6	3	67%
San Diego EHS	32	34	106%	12	12	0	100%
Shafter EHS	24	24	100%	9	8	1	89%
Shafter	17	17	100%	3	3	0	100%
Stockdale HS	41	27	66%	12	10	2	83%
Sterling EHS	64	65	102%	24	24	0	100%
Sterling HS	51	51	100%	9	8	1	89%
Sunrise Villa (PY)	17	15	88%	3	3	0	100%
Taft (PY)	51	51	100%	9	9	0	100%
Taft College	22	11	50%				
Tehachapi (PY)	15	10	67%	2	2	0	100%
Tiny Powers	16	11	69%	6	6	0	100%
Tiny Powers HS	34	35	103%	6	5	1	83%
University Park	44	0	0%	9	0	9	0%
Vineland	17	15	100%	2	2	0	100%
Virginia	17	17	100%	2	2	0	100%
Home Base Kern 170	169	152	90%	17	15	0	88%
SJC EHS HB 70	70	56	80%	7	6	1	86%
Total	**1828**	**1547**	**85%**	**371**	**340**	**31**	**92%**

Closed Classrooms	Funded Enrollment	Staff Vacancies
Angela Martinez HS ~ 81		
Class E	15	1
Harvey Hall HS ~ 68		
Class A	17	2
La Plaza~ 24		
Class B	12	3
Rosamond ~ 51		
Class C	17	2
SJC HB ~ 70		
Stockton 2	10	1
Stockdale ~ 54		
Class D	13	0
University Park ~ 44		
Class A	11	3
Class B	17	3
Class C	16	3
Classrooms Fully	**Total Slots**	**Staff Vac.**
11	**97**	**14**

	Slots	Staff Vac.
Closed Enrollment	**5%**	**45.16%**
Open Enrollment	**95%**	**54.84%**

Funded Enrollment	1828	1547 85%

Reportable Enrollment	1731	1547 89%

DATE	November 12, 2026
TIME	12:00 pm
LOCATION	CAPK Administrative Office Executive Conference Room 1300 18th Street, 3rd Floor Bakersfield, CA 93301

Program Review & Evaluation Committee Minutes

1. **Call to Order**

   Committee Chair, Gina Martinez called the meeting to order at 12:00 pm at the Community Action Partnership of Kern Administrative Building, located at 1300 18th Street, 3rd Floor, Bakersfield, CA.

2. **Roll Call**

   Roll call was taken with a quorum present.

   Present: Gina Martinez (Chair), James Osborne, and Manuel Vieyra.

   Absent: Rebecca Banke

   Others present: Pritika Ram, Chief Business Development Officer; Rebecca Moreno, Director of Housing and Supportive Services; Susana Magana, Director of Health & Nutrition; and other CAPK staff.

3. **Public Comments**

   No one addressed the Committee.

4. **Program Presentation**

   a. Veterans & Supportive Services presented by Raul Jimenez, Program Administrator

      Raul Jimenez presented an overview of Veterans & Supportive Services (VSS), highlighting the five programs offered. These include two permanent housing properties, Residences at East Hills and Park 20th Street. The Grant and Per Diem Program provides transitional housing and allows the VA to fund 40 transitional beds for veterans working toward stability. Supportive Services for Veteran Families (SSVF), also VA funded, serves roughly 188 veteran households each year with a variety of services. The final program, Covey Cottages, is affordable housing funded through HOME funding, providing 11 units for veterans. In total, 188 households are served through SSVF, 40 through transitional housing, and 51 through permanent and affordable housing.

      During the 2026 Stand Down event, total attendance was 572. Of those, 435 were veterans, 110 were unhoused, and 137 were veteran family members. There were also 113 vendors in attendance.

      Manny Vieyra commented that he formerly worked at CVAF and complimented the CAPK VSS team on the great work they have been doing. Raul emphasized that the team is working hard to ensure a seamless transition.

5. New Business

a. October 2026 Program Reports – Theresa Martinez, Grant Administrator – ***Action Item***

Theresa presented the October program reports and highlighted updates from each division, as well as upcoming events. The new template presents progress using color coding: green indicates a goal met at 100 percent or higher, yellow indicates progress between 75 and 99 percent, and orange indicates progress below 75 percent.

Beginning with Housing and Supportive Services, Cal-AIM and Coordinated Entry have surpassed their annual goals, while Adult Re-entry, Enhanced Care Management, and M Street are currently below 75 percent progress of their annual goals. Most categories under VSS have met their annual goals, except for the HHAP Case Management program, which is below 75 percent of its annual goal.

The Food Bank distributed 1.7 million pounds of food in September and 16.4 million pounds year-to-date. WIC has reached 95 percent of its annual target caseload goal and, in partnership with Anthem, is hosting a baby shower in December. All programs under Youth and Community Services were highlighted as having met their goals or being on track to meet them. Friendship house is hosting its Music Fest Fundraiser this Saturday, November 14th, and is selling tickets and sponsorships.

The Operations Department selected Colombo Construction Company to begin construction on the Ramkabir housing project. Community Development and the Foundation was highlighted for bringing in over $30,000 in funds during the month of October. The Foundation is also preparing the annual appeal for the Food Bank and planning several holiday programs as the year wraps up. Finally, the Marketing team is planning the 4th Annual Fatherhood Conference through Head Start.

Manny commented on the work highlighted by the Food Bank, VSS, and the Operations team, and complimented the detailed report.

Motion was made and seconded to approve the October 2026 Program Reports. Carried by unanimous vote (Osborne/Vieyra).

b. October 2026 Application Status Report & Funding Profiles – Yesenia, Senior Grant Analyst – ***Action Item***

Yesenia Ocampo began her report by highlighting the month of October. An award of $32,000 to Oasis FRC from the Southern California Regional Energy Network was highlighted on the Application Status Report. It will be used to connect residents to climate and energy-related services through outreach and navigation support. The Save Mart Companies Care Foundation also awarded $20,000 to the Food Bank to purchase tablets for its agency pantry partners, enabling them to integrate with the Oasis database and track the data required for food distribution. The large funding profile highlighted CalFresh outreach and application assistance through 211 San Diego, to continue outreach and application assistance for Kern County residents. It is a two-year award in the amount of $313,664. There were also three small funding profiles under $50,000: $30,000 from the Better Food Policy Fund to support the Kern County Food Policy Council with administrative costs; $5,000 from CARES for Kids to Oasis for educational supplies; and $1,500 to the Oasis Food Pantry from Desert Valley FCU.

Motion was made and seconded to approve the October 2026 Application Status Report & Funding Profiles. Carried by unanimous vote (Vieyra/Osborne).

c. October 2026 Head Start/State Child Development Division/Program Monthly Activity Report – Robert Espinosa, Enrollment and Attendance Manager – ***Action Item***

Robert Espinosa presented the October 2026 Monthly Activity Reports on behalf of Carol Hendricks, including enrollment updates for Early Head Start, which is at 97 percent, and Head Start, which is at 87 percent. He noted that enrollment is low due to staffing challenges. Some classrooms have been closed or cannot be at full enrollment because of the required ratio of teachers to students. The Professional Development team is working to hire staff, up-skill current employees, offer other accommodations, and attend career events. Robert added that if the program does not meet its 97 percent enrollment target for November, it could be placed on a different plan to ensure it operates at a minimum of 97 percent enrollment. He shared that recruiting qualified teachers has been a challenge because of the limited pool of candidates. However, a couple of staff have been rehired with better benefits and competitive pay. He also noted a shift in the community: with the availability of universal transitional kindergarten (TK), many 3- and 4-year-olds who would have attended Head Start classes are now enrolled elsewhere.

Gina asked whether a sign-on bonus has been offered to encourage applications. Robert replied that one has been offered in the past, but the current budget does not allow for it. Gina also asked whether the program is working with local universities to find qualified applicants. Robert said CAPK has MOUs with local community colleges and CSUB to encourage students to volunteer and eventually apply for positions with CAPK Head Start.

James asked whether the target numbers include the San Joaquin County (SJC) and McFarland classrooms that are under development and still closed. Robert confirmed that the McFarland site is not counted toward funded enrollment, and that SJC numbers are reported separately from Kern numbers. The SJC classrooms remain closed due to permitting on the Head Start side. SJC is at 63 percent enrollment and is also experiencing hiring challenges because of pay that is competitive with the Bay Area.

James asked whether CAPK is looking at attending other career fairs. Robert said that Head Start has partnered with the radio and attended as many community events as possible to increase visibility. Gina recommended attending the Taft job fair. While it does not guarantee that candidates will be hired, it targets that population. Robert also reviewed the meals and snacks provided by the Central Kitchen, reporting a total of 65,147 meals delivered. In addition, 99 enrollment applications were completed last month.

Motion was made and seconded to approve the October 2026 Head Start/Sate Child Development Division/Program Monthly Activity Report. Carried by unanimous vote (Vieyra /Osborne).

d. Strategic Priority B – Partnerships Update – Annelisa Corona, Community Development Supervisor – ***Info Item***

Annelisa Corona presented on behalf of Freddy Hernandez. Annelisa provided an informational update on Strategic Priority B: Partnerships, highlighting progress made toward strengthening strategic partnerships, expanding service integration, and increasing community impact. Updates included the completion of seven program financial dashboards, implementation of a new donor and partnership management system, expanded donor retention efforts, ongoing Food Bank capital campaign planning, and continued policy advocacy related to food security and community services. Annelisa also reported the establishment of several new partnerships

across agency programs, progress on the Partnership Development Toolkit, and efforts to develop a framework for evaluating partnership effectiveness and return on investment. No update was available at this time regarding Goal 4, focused on increasing visibility through wraparound services.

6. Committee Member Comments

7. Next Scheduled Meeting

Program Review & Evaluation Committee
TBD
CAPK Administrative Office, Board Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

8. Adjournment

The meeting was adjourned at 12:31 pm.

Program Performance Report

REPORTING PERIOD

October 2026

Prepared for the Program Review & Evaluation Committee

Housing & Supportive Services

REPORTING PERIOD: October 2026

DIVISION DIRECTOR: Rebecca Moreno

PROGRAMS

01 Adult Re-entry Program

02 CalAIM Enhanced Care Management

03 CalAIM Homeless Services

04 Coordinated Entry Services

05 M Street Navigation Center

Housing & Supportive Services — October 2026 Summary

Division overview followed by program-level progress reports.

Division Overview

Program	Selected progress measure	October	Year to date	Annual goal	Progress
Adult Re-entry	New enrollments	21	162	300	54%
Enhanced Care Management	Enrolled members	15	99	225	44%
CalAIM	Housing placements	5	92	75	123%
Coordinated Entry Services	Referrals / assessments	3,237	32,089	25,000	128%
M Street Navigation Center	Permanent housing exits	5	60	100	60%

Adult Re-entry Program

Measure	October	Year to date	Annual goal	Progress
New enrollments	21	162	300	54%
Client contacts	423	2,844	5,720	50%
Emergency hotel placements	6	24	40	60%
Short-term rental assistance	5	28	70	40%
Skill-building workshops	0	5	80	6%

Adult Re-entry recorded 21 new enrollments and 423 client contacts in October. YTD enrollments reached 162 (54% of goal); workshops remained at 5 (6%). Partnerships with Parole, Probation, CalAIM, and service providers support housing, employment, and behavioral-health referrals.

Enhanced Care Management

Measure	October	Year to date	Annual goal	Progress
Enrolled members	15	99	225	44%
Clients receiving Housing + ECM	54	345	135	256%
Clients receiving ECM + Day Services	26	243	168.75	144%
Patient engagement in care plans	59	342	112.5	304%
Successful program completions	0	5	15	33%

ECM supported stable housing for a family of six and two other members, SSI approval for three members, and one-year sobriety milestones for two members. Food distribution served 218 individuals, the highest monthly count reported YTD. Enrollments reached 99 YTD (44% of goal); KHS authorization changes continue to constrain enrollment.

CalAIM

Measure	October	Year to date	Annual goal	Progress
Clients currently served	397	3,656	450	812%
Services provided	1,008	10,626	8,100	131%
Housing/furnishing deposits	6	82	100	82%
Clients secured housing placement	5	92	75	123%

CalAIM reported 397 clients currently served, 1,008 services, 6 housing/furnishing deposits, and 5 housing placements in October. YTD placements reached 92 (123% of goal). Staff recruitment, expanded service partnerships, and an Anthem application remain underway. No October highlight story was supplied.

Coordinated Entry Services

Measure	October	Year to date	Annual goal	Progress
Referrals / assessments	3,237	32,089	25,000	128%
Responses within 24 hours	3,158	30,835	20,000	154%
Pending assessments	0	85	200	43%

CES handled 3,237 referrals/assessments in October, with 3,158 responses within 24 hours and no clients lacking initial contact at month-end. YTD volumes reached 128% and 154% of respective goals. Pending assessments are lower-is-better. Recruitment and policy work continue.

M Street Navigation Center

Measure	October	Year to date	Annual goal	Progress
Overnight residents	144	1,361	1,500	91%
Total clients served	180	1,870	2,400	78%
Permanent housing exits	5	60	100	60%
Case management services	213	2,900	8,000	36%
Shelter resident meals	1,401	86,001	70,000	123%

M Street reported 180 clients served and 5 permanent housing exits in October; housing exits reached 60 YTD (60% of goal). Safe Camping reported 47 clients served and 3 permanent housing exits. Safe Parking served 9 clients. Employment-training and housing-transition strategic updates are deferred to November's report.

Upcoming Events / Highlights

Veterans & Supportive Services

REPORTING PERIOD: October 2026

DIVISION DIRECTOR: Rebecca Moreno

PROGRAM

01 Veterans & Supportive Services

Veterans & Supportive Services — October 2026 Summary

Division Overview

Veterans & Supportive Services provides transitional housing, rapid rehousing and homelessness prevention, permanent supportive housing, and case management. October results show SSVF serving 171 households year to date (114% of goal) and completing 37 permanent housing placements (106%). Permanent Supportive Housing served 57 households year to date, while HHAP Emergency Housing Voucher case management remained at 17.

Program Area	October	Year to Date	Annual Goal	Progress
Grant & Per Diem — Households Served	5	70	85	82%
SSVF — Households Served	12	171	150	114%
SSVF — Permanent Housing Placements	6	37	35	106%
Permanent Supportive Housing — Households Served	2	57	25	228%
HHAP CM — Clients Served	0	17	76	22%

Grant & Per Diem Outcomes

Measure	October	Year to Date	Annual Reference	Annual Progress
BRIDGE exits to permanent housing	1	12	10	120%
BRIDGE negative program exits	0	4	7	57%
BRIDGE employed at exit	0	2	3	67%
SITH exits to permanent housing	3	25	16	156%
SITH negative program exits	1	12	7	171%
SITH employed at exit	1	11	5	220%

Annual Progress compares YTD counts with annual references; it is not an exit rate. Housing exits and employment are higher-is-better. Negative exits are lower-is-better and shown in neutral blue.

SSVF Housing & Stability Assistance

Measure	October	Year to Date	Annual Goal	Progress
Rental assistance payments	19	287	475	60%
Security deposits	6	41	40	103%
Bus passes	2	42	35	120%
Application fees	5	25	15	167%
Housing stability assistance	3	57	35	163%
Utility payments	5	34	25	136%
Late fees	0	12	40	30%
Moving costs	3	7	7	100%
Landlord incentives	1	5	5	100%
Tenant incentives	4	16	5	320%
Rental arrears	1	33	10	330%

Overview

- Grant & Per Diem: 5 households in October; 70 YTD against a goal of 85 (82%).
- SSVF: 12 households in October; 171 YTD (114%); permanent housing placements: 37 YTD (106%).
- Permanent Supportive Housing: 2 households in October; 57 YTD (228%).
- HHAP case management: no October clients; 17 YTD against a goal of 76 (22%).

Upcoming Events / Highlights

Highlights:
Veterans Stand Down, October 8th, 2026:
113 Vendors
572 Attendees
News coverage included: KUZZ, KGET, KBAK, The Bakersfield Californian.
Representatives: Mayor Karen Goh and her Representative, Danielle Mabon, Supervisor Chris Parlier, Vince Fong's Representative Samantha Mitchell, Judge Keenan Perkins, Judge Raymonda Marquez, Supervisor Leticia Perez, and more.

Health & Nutrition Services

REPORTING PERIOD: October 2026

DIVISION DIRECTOR: Susana Magana

PROGRAMS

01 **Food Bank**

02 **Migrant Childcare Alternative Payment (MCAP)**

03 **Women, Infant and Children (WIC)**

Health & Nutrition Services — October 2026 Summary

Division Overview

Health & Nutrition Services supports food access, migrant child care, and WIC nutrition services. Food Bank's supplied data show 16.04 million pounds distributed year to date, or 83% of its annual goal. MCAP's October fiscal-year reimbursements reached 112% of the reported goal, while WIC caseload reached 95%. Programs use different reporting cycles and measures; progress is reported separately rather than combined into one division-wide percentage.

Program	Reporting note	Selected measure	Current period	Annual goal	Progress
Food Bank	Lagged data: tab August / month September; two-month lag noted	Total pounds distributed	1,749,100	19,325,000	83%
MCAP	October 2026; fiscal-year reimbursements	Provider payments / subsidies expended	3,436,831	27,900,000	**112%**
WIC Nutrition	October 2026	Caseload	14,147	14,910	95%

Food Bank

Measure	Current Period	Year to Date	Annual Goal	Progress
TEFAP neighbor engagements	38,858	339,598	700,000	49%
TEFAP pounds distributed	853,583	7,282,346	10,000,000	73%
Pantry neighbor engagements	102,796	838,479	1,250,000	67%
Pantry pounds distributed	564,014	5,169,284	4,500,000	115%
Senior Box neighbor engagements	5,371	46,582	66,000	71%
Senior Box pounds distributed	204,357	1,784,420	2,300,000	78%
Free Farmers Markets engagements	9,000	93,323	50,000	187%
Free Farmers Markets pounds	40,900	532,920	750,000	71%
Brighter Bites engagements	1,420	21,559	75,000	29%
Brighter Bites pounds	21,677	150,224	275,000	55%
Total engagements	158,295	1,351,047	2,166,000	62%
Total pounds distributed	1,749,100	16,037,610	19,325,000	83%

Food Bank's data show 1.75 million pounds distributed in the current period and 16.04 million year to date (83% of goal). OASIS onboarding reached 99% of agency partners, with 89.7% actively using the system.

Migrant Childcare Alternative Payment (MCAP)

Measure	October	FY to Date	FY Goal	Progress
Provider payments / subsidies expended	$3,436,831	$31,169,372	$27,900,000	112%
Active child enrollment	3,648			
Active childcare providers	692			
Waiting list — children	0			

MCAP's October payments were $3.44 million; fiscal-year reimbursements reached $31.17 million (112% of goal). Enrollment: 3,648 children; providers: 692; waiting list: zero. Recruitment is underway for two of three vacancies, with December onboarding anticipated. Support includes a $25,000 Farmworker Grant, 42 donated pairs of shoes, and toys for December distribution.

Women, Infants & Children (WIC) Nutrition

Measure	October	Year to Date	Annual Goal	Progress
Caseload	14,147		14,910	95%
Breastfeeding measure	980		1,200	82%
Vendor liaison contacts	0	129	268	48%
Online enrollment	99	1,016	1,300	78%
Presentations & outreach events	5	78	80	98%
Media / social postings	15	175	350	50%
Regional breastfeeding liaison stakeholder meetings	20	160	180	89%

WIC reported 14,147 participants in its caseload (95% of goal). Outreach events reached 98% of the annual target and regional breastfeeding liaison meetings reached 89%; online enrollment reached 78%, vendor contacts 48%, and media/social postings 50%. Strategic work includes a food-allergy mini-campaign, exploring enrollment partnerships, and preparing for the December 2026 audit under a new quality assurance plan.

Upcoming Events / Highlights

- WIC: Prepaing for the December 2026 audit and implement the quality assurance plan.
- WIC: In partnership with Anthem, WIC will host a baby shower December 3, 2026.
- MCAP: anticipate December onboarding for two positions and distribute donated toys in Madera County.
- Food Bank: Feed Kern + KGET Food Drive, November 5, 2026.
- Food Bank: Taste of Gratitude was held at the Food Bank on November 4, 2026.

Youth & Community Services

REPORTING PERIOD: October 2026

DIVISION DIRECTOR: Freddy Hernandez

PROGRAMS

01 2-1-1 Kern Call Center

02 East Kern Family Resource Center

03 Energy, Weatherization & Utility Assistance

04 Friendship House Community Center

05 Oasis Family Resource Center

06 Volunteer Income Tax Assistance (VITA)

Youth & Community Services — October 2026 Summary

Division Overview

Community Services provides referral, family support, energy assistance, youth programs, and free tax preparation. October results show county-based 2-1-1 calls at 96% of the reported goal, LIHEAP utility assistance at 80%, and after-school enrollment at 96%. Percentages reflect selected measures, not overall program ratings.

Program	Selected progress measure	Year to Date	Annual Goal	Progress
2-1-1 Kern	County-based I&R calls handled	66,866	69,500	96%
East Kern FRC	Diaper enrollment — unduplicated	248	150	165%
Energy	LIHEAP utility-assistance households	4,019	5,000	80%
Friendship House	After-school program participants	48	50	96%
Oasis FRC	Parents receiving case management	25	25	100%
VITA	CAPK federal e-filed returns	6,675	7,550	88%
TCE	No data to report in October			

2-1-1 Kern Call Center

Measure	October	Year to Date	Annual Goal	Progress
County-based I&R calls handled	5,233	66,866	69,500	96%
CalFresh applications	17	226	350	65%
KIC referrals	172	1,326	1,200	111%
Website visitors	59,865	370,170	225,000	165%

2-1-1 handled 6,829 total county-based and other calls in October, including 5,233 county-based I&R calls. Food pantries, utility-payment assistance, and homeless-diversion programs remained the most requested services. Offers were made to fill two vacancies, and work with IT/IS continued on an Intelligent Virtual Agent pilot for less complex after-hours calls.

East Kern Family Resource Center (EKFRC)

Measure	October	Year to Date	Annual Goal	Progress
HHAP case management	5	33	60	55%
Street outreach & education	25	272	75	363%
First 5 Kern parent case management	3	16	30	53%
First 5 Kern child case management	2	16	30	53%
Diaper enrollment — unduplicated	8	248	150	165%
Diaper kit deliveries	356	1,638	1,800	91%

EKFRC received a $6,000 Kaiser grant in October. It partnered with Mojave Adult School and the Kern County Library to host Tees for Treats, welcoming more than 100 children and adults for t-shirt design, refreshments, seasonal supplies, and information about available services. HHAP case management reached 33 YTD (55% of goal), while street outreach reached 272 (363%).

Energy, Weatherization & Utility Assistance

Measure	October	Year to Date	Annual Goal	Progress
LIHEAP utility assistance households	563	4,019	5,000	80%
LIHEAP weatherization households	8	73	100	73%
SLIHEAP — October data not supplied				
DOE IIJA weatherization	4	44	160	28%
DOE WAP weatherization	2	6	10	60%
City home repair/weatherization	1	11	18	61%
TCC low-income energy efficiency	0	2	16	13%

LIHEAP utility assistance reached 4,019 households (80% of goal); LIHEAP weatherization reached 73 (73%). Total weatherized households across funding sources reached 123. There is a two-month lag for reimbursement-submission totals.

Friendship House Community Center

Measure	October	Year to Date	Annual Goal	Progress
Youth mentoring	4	68	100	68%
After-school program	2	48	50	96%
Youth Community Access participants	0	109	80	136%
Youth leaders	0	12	12	100%
Field trips	0	10	30	33%

CalVIP provided a six-month bus pass and Walmart gift cards. No Youth Community Access field trips occurred in October due to school and sports; trips are scheduled for November and planned for December.

Oasis Family Resource Center

Measure	October	Year to Date	Annual Goal	Progress
Parents receiving case management	0	25	25	100%
Children receiving case management	0	30	25	120%
Children home-based activities	0	30	15	200%
Diaper enrollment — unduplicated	9	231	150	154%
Diaper kit deliveries	284	2,027	1,800	113%
HHAP case management	1	38	15	253%
HHAP street outreach	5	70	20	350%

Oasis received a $5,000 Elks Lodge award for shelf-stable milk and 70 bicycles from the Wonderful Company for Christmas distribution. October diaper-kit deliveries reached 2,027 YTD (113% of goal). A First 5 Kern site review found files and assessments current, with no further follow-up needed. The center also supported Halloween outreach reaching over 4,000 children.

VITA & Tax Counseling for the Elderly (TCE)

Program / Measure	October	Year to Date	Annual Goal	Progress
VITA — CAPK federal e-filed returns	55	6,675	7,550	88%
VITA — ITIN applications	2	165	200	83%
VITA — UWCEC federal e-filed returns		2,816	3,250	87%
VITA — MAOF federal e-filed returns		169	400	42%
VITA — CFF federal e-filed returns		483	300	161%
TCE — No data to report in October				

Upcoming Events / Highlights

- Friendship House Music Fest Fundraiser — November 14, 3:00–7:00 p.m.; tickets and sponsorships available.
- Friendship House Youth Community Access trips are scheduled for November and planned for December.

Operations

REPORTING PERIOD: October 2026

DIVISION CHIEF: Emilio Wagner

DEPARTMENTS

01 **Data Services**

02 **Information Systems**

03 **Information Technologies**

04 **Facilities & Maintenance**

05 **Risk Management**

Operations — October 2026 Summary

Division Overview

Operations supports agency-wide systems, technology, facilities, construction, maintenance, and risk management. This project-based summary tracks workload, project status, and operational risks. Processing rates compare October processed requests with October requested volume; they are workload ratios, not proof that the same requests were closed. In-progress totals may include earlier work.

Area	October requested	October processed	In progress	Processing rate
Information Systems tickets	50	44	19	88%
Facilities work orders	424	353	687	83%
IT help desk work orders	571	560	105	98%

Information Systems

Activity	Requested	Processed	In Progress	Processed %
IS tickets	50	44	19	88%
Paginated / Power BI reports & dashboards	15	13	5	87%
Background processes	23	22	8	96%
Power App enhancements	12	9	6	75%

Selected project	Status	Completion	Note
CDP Migration to Fabric	Adding manual programs and moving to testing	85%	Near testing
CALAIM Migration to Fabric	Developing approval process and pre-submission validation	60%	In development
2-1-1 Optimizations	Proposal being finalized for development	75%	Development planning
Cost Per Client Fabric Rebuild	Ingestion completed; awaiting Finance for two-way integration	50%	Cross-functional dependency
Rental Assistance Sage Automation	Creating Sage integration script	25%	Integration development
Contract Claims Tracker	In development	80%	Advanced development

Information Systems processed 44 of 50 October tickets, with 19 in progress. Rental Assistance Sage Automation reached 25%, with integration scripting underway. Food Bank Grant Tracker is in user-acceptance testing (80%), while new Grant Management Application discovery is at 5%. Several projects await program review, testing, or Finance integration.

Facilities & Construction

Activity	Requested	Processed	In Progress	Processed %
Facility work orders	424	353	687	83%

Major maintenance project	Status	Completion
VSS — Unit flooring replacement	Flooring replacement	95%
SJC Tiny Powers	Facility ready/licensed; pending children sink installation	95%
SJC Filipino Plaza	Fire/alarm monitoring and play-yard modification	95%
SJC	University Park door installation, fire-code updates and TI	75%
Harvey Hall Phase 2 & 3	New kitchen and breakroom	25%
Stockdale HS	Signage	12%
Broadway	Playground beautification	20%
19th Street	Exterior improvements	10%

Facilities processed 353 of 424 October work orders and reported 687 in progress. VSS unit flooring, SJC Tiny Powers, and SJC Filipino Plaza are each at 95%; SJC

University Park is at 75%. Other site improvements continue at varying stages. Central Kitchen, McFarland & Tehachapi Modulars, and Barnett House have no current status percentages.

Information Technology

Activity	Requested	Processed	In Progress	Processed %
Help desk work orders	571	560	105	98%

IT project	Status	Completion
MS Purview data governance	Production / live	100%
Sprout AI software	In progress	50%
Technical Support L1 hire	Hired and onboarded	100%

IT processed 560 of 571 October help desk requests, with 105 in progress. Microsoft Purview data governance is in production/live at 100%. The Technical Support L1 hire is onboarded (100%), and Community Development's Sprout AI software project is in progress at 50%.

Risk Management

Incident category	October reported	YTD
Property	2	
Motor vehicle accident	1	
All other reported categories	0	
Total incidents	3	

Three incidents were reported in October: two property incidents and one motor vehicle accident. The remaining listed categories reported zero incidents. The October source supplies monthly counts only; year-to-date totals are not reported in this summary.

Upcoming Events

- Facilities and Construction: The Ramkabir Permanent Supportive Housing project is moving forward, with Columbo Construction Company, Inc. selected as the general contractor. The project will transform an existing motel into 30 permanent supportive housing units for veterans and individuals experiencing homelessness.

Community Development

REPORTING PERIOD: October 2026

DIVISION CHIEF: Pritika Ram

DEPARTMENTS

01 **CAPK Foundation**

02 **Marketing & Outreach**

CAPK Foundation & Community Development — October 2026 Summary

Executive Overview

October activity advanced fundraising, community engagement, communications, and agency-wide initiatives. Website sessions reached 90% of the annual goal and other social-media impressions reached 86%. The CAPK Foundation reported $38,508 in program-category funding, led by food insecurity, while securing grants, preparing seasonal campaigns, and strengthening community partnerships.

At-a-Glance Progress

Area	October	Year to Date	Annual Goal	Progress
Website user sessions	17,767	234,675	260,000	90%
Facebook impressions	29,193	1,640,559	4,000,000	41%
Other social media impressions	70,845	1,512,448	1,750,000	86%

CAPK Foundation

Program category	Reported funding	
Food Insecurity	$25,906	Largest reported program-category funding
Veterans Supportive Services	$7,184	Veteran-focused fundraising and event support continue
Foundation (General)	$1,485	General Foundation support
Homelessness & Housing	$1,412	Reported program-category funding
Youth & Families	$2,321	Reported program-category funding
Other (VITA)	$200	Reported funding; $15,000 check will post later

The Foundation secured $1,000 from the Bakersfield Elks Lodge and $6,720 from the Jim and Eloise Elder Foundation for Veterans Stand Down, plus $1,500 from Desert Valleys Federal Credit Union for the OFRC Food Pantry. 1,400 Head Start coats were ordered and will be provided to children in Head Start, continued development of the Educational Stipend Program, and finalized the AltaOne holiday campaign. A $15,000 VITA check was accepted.

Highlight Story: Food insecurity received the largest share of October's reported Foundation funding at $25,906. Community support also included grants for Veterans Stand Down and the OFRC Food Pantry, the Head Start Coat Drive, and the Monster Mash Dash, which reported a $500 donation.

Community Development

Measure	October	Year to Date	Annual Goal	Progress
Website user sessions	17,767	234,675	260,000	90%
Facebook impressions	29,193	1,640,559	4,000,000	41%
Other social media impressions	70,845	1,512,448	1,750,000	86%

October projects included the Veterans Stand Down reel and post-event review; partner spotlights and photo/video shoots; Head Start recruitment and Fatherhood Conference communications; MCAP and Fuschia Ward video work; WIC baby-shower promotion; Community Needs Assessment materials; Feed Kern KGET Food Drive planning; and FHCC Music Fest promotion with in-kind Lotus and KBAK media coverage.

Highlight Story: October storytelling showcased agency partners and Veterans Stand Down while supporting recruitment and seasonal fundraising. Website sessions reached 234,675 year to date (90% of the annual goal), other social-media impressions reached 1,512,448 (86%), and Facebook impressions reached 1,640,559 (41%).

- Fundraising and outreach aligned around food insecurity, veterans, youth and families, and CAPK-wide visibility.
- Facebook impressions reached 41% of the annual goal, compared with 90% for website sessions and 86% for other social media.
- Foundation strategic work continued through Board fundraising engagement, donor cultivation, KUZZ media support, and monthly team goal-setting meetings.
- Veterans Stand Down, the Head Start Coat Drive, WIC baby-shower planning, and Food Bank and FHCC campaigns connected the two work areas.

Upcoming Events / Highlights

- AltaOne Holiday Huggy Heart Campaign: November–December; promotional materials are finalized.
- Continue Annual Appeal preparation and Food Bank Holiday Drive promotion.
- Coordinate upcoming holiday activities with East Kern Family Resource Center.
- Continue Friendship House Music Fest planning and community fundraising partnerships. Event will be held November 14, 2026.
- Taste of Gratitude Event was hosted on November 4, 2026 at the Food Bank.
- Contnue planning and supporting Head Start - 4th Annual Fatherhood Conference. Event will be held January 21st, 2027.

SUPPORTING PROGRAM PROFILES

Appendix

Housing & Supportive Services

Adult Re-entry Program — Monthly Progress Report

Month	Oct-26	**Program/Work Unit**	Adult Re-entry Program
Division/Director	Rebecca Moreno	**Program Supervisor**	Gloria Nevel
Reporting Period	January 1, 2026 to January 31, 2026		

Program Description

Community Action Partnership of Kern's (CAPK) Adult Reentry Grant Warm Handoff and Reentry Services Program (ARG WHO) is designed to reduce rates of homelessness and recidivism among justice-involved individuals in Kern County. CAPK provides case management, rental assistance, job readiness training, and behavioral health referrals, prioritizing high-barrier populations including those under Penal Code 290. Services are delivered using a Strengths-Based, Housing First approach that addresses immediate needs upon release and facilitates individual change to ensure self-sufficiency upon program exit.

CLIENT SERVICES

	Month	YTD	YTD Goal	Month %	Annual %
New Enrollments — Unduplicated (SRV 7a)	21	162	300	7.0%	54.0%
Number of Client Contacts — Duplicated (CalAIM / SRV 7a)	423	2844	5720	7.4%	49.7%

GOAL 1: INCREASE STABLE HOUSING | Target: ≥80 participants receive rental/housing assistance; ≥70% housing stability

	Month	YTD	YTD Goal	Month %	Annual %
Number of emergency temporary hotel placements provided	6	24	40	15.0%	60.0%
Number of short-term rental assistance recipients (up to 12 months)	5	28	70	7.1%	40.0%
Number of clients housed within 30 days of release from state prison	0	2			
Number of clients housed within 60 days of release from state prison	0	1			
Number of clients housed — 60+ days post-release	3	24			
Number of rental assistance payments / security deposits paid (SRV 4o)	5	26			
Recidivism rate — clients receiving housing assistance at 1 year (%)	0.0%	0			
Recidivism rate — clients receiving housing assistance at 2 years (%)	0.0%	0			
Recidivism rate — clients receiving housing assistance at 3 years (%)	0.0%	0			

GOAL 2: INCREASE EMPLOYMENT & ECONOMIC STABILITY | Target: ≥60% of unduplicated participants receive workforce services; ≥80 complete workshops

	Month	YTD	YTD Goal	Month %	Annual %
Number of clients who completed targeted skill-building workshops	0	5	80	0.0%	6.3%
Number of clients referred to employment / workforce training	4	160			
Number of clients completed job readiness training (SRV 1f)	3	10			
Number of clients who gained employment (up to living wage) (FNPI 1b)	0	6			
Number of clients who gained income — SSI/SSDI or other than employment	0	4			
Financial Management / Coaching programs provided (SRV 3c)	0	0			
Recidivism rate — clients receiving employment assistance at 1 year (%)	0.0%	0			

Recidivism rate — clients receiving employment assistance at 2 years (%)	0.0%	0			
Recidivism rate — clients receiving employment assistance at 3 years (%)	0.0%	0			

GOAL 3: INCREASE MENTAL HEALTH & SUBSTANCE USE SERVICES | Target: ≥50% of participants referred to behavioral health services

	Month	YTD	Month %	Annual %
Number of clients referred to mental health or substance use services (SRV 5v)	0	22		
Number of clients completed 6-month treatment / counseling	0	0		
% of clients who remain engaged in behavioral health care at 12 months	0.0%	0		

EXPLANATION — Progress Notes (Over/Under Goal)

PROGRAM STRATEGIC GOALS

Strategic Goal	Progress Towards Goal
1.) Create a comprehensive program policy and procedure manual, including documents such as referral forms and intake/assessment forms.	Program has completed forms.
2.) Maintain strong relationships with Parole and Probation Departments while expanding efforts to provide comprehensive wraparound services.	The Adult Re-entry Program maintains strong partnerships with Parole and Probation through regular communication, coordinated referrals, and shared service planning. These collaborations ensure participants receive timely, comprehensive wraparound services that support successful reentry and compliance with supervision requirements.
3.) Focus on leveraging partnerships to address critical needs such as employment support, housing stability, and additional services through programs like CalAIM, including Day Habilitation, to holistically support successful reentry outcomes.	The Adult Re-entry Program leverages partnerships by referring participants to key providers for employment, housing stability, and supportive services, ensuring coordinated wraparound care. All services and referrals are documented in HMIS to track engagement and outcomes, while staff actively connect eligible participants to CalAIM services, including Day Habilitation, to address health, behavioral, and reentry-related needs and support successful reintegration.

PROGRAM HIGHLIGHTS

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Division**	Enhanced Care Management
Division/Director	Rebecca Moreno	**Program Administrator**	Carla Nieto
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The Enhanced Care Management (ECM) program provides intensive, whole-person care coordination for Medi-Cal members with complex health and social needs, with a focus on individuals experiencing homelessness, high utilization, behavioral health conditions, or other identified risk factors. The program delivers person-centered services including outreach and engagement, comprehensive assessment, individualized care planning, care coordination, transitional care, and connection to community and social supports. Services are provided in close coordination with Kern Health Systems and community partners to improve continuity of care, address social drivers of health, and support improved health outcomes.

Program Goals	Month	YTD	Annual Goal	Month Progress	Annual Progress
Number of enrolled members (SRV 7a)	15	99	225	7%	44%
Number of clients receiving services through CalAIM Housing and ECM	54	345	135	40%	256%
Number of clients receiving ECM and Day Services	26	243	169	15%	144%
Patient Engagement in Care Plans (Care Coordination)	59	342	113	52%	304%
Number of clients successfully completing program (self-sufficiency by 1 year)	0	5	15	0%	33%

Referrals (SRV 7c)	Month	YTD
Food Assistance	218	1,338
Transitional Housing Providers	0	5
SSI/SSDI	3	10
Outpatient Treatment	2	28
Other	0	0
Referrals to Community Services	**223**	**1,381**

Explanation (Over/Under Goal Progress)

We have surpassed most of our goals, with the exception of our number of enrolled members, which seems to be related to KHS changes wherein they categorize members under multiple categories and now require providers to be authorized to treat all of the categories.

Program Strategic Goals	Progress Towards Goal
1.) Increase Access to Care: Ensure that all patients, including underserved populations, have access to necessary healthcare services and support.	Our food distribution initiatives, our in person approach, and our participation in outreach events have enabled us to ensure that our underserved population have access to the healthcare support and services they need.
2.) Improve Care Coordination: Promote collaboration among the various Cal-AIM services we provide to ensure clients receive comprehensive wraparound support, resulting in a seamless care experience and better communication.	We actively assist members from all of the Cal-Aim programs, including ARG, Cal-Aim housing, and Community Vitality. When clients are not co-managed by ECM, we actively collaborate with their assigned case managers and include them in the care planning process.

3.) Patient Engagement: Increase patient involvement in their care plans and decision making processes	100% of our members participate in the development of their care plan, and the vast majority of our members also participate in ongoing care plan efforts through weekly check-ins and monthly care plan meetings. We remove barriers to participation by meetings clients where they are, meeting according to client preference (in person or telephonic), and by coordinating transportation to and from our office should the member prefer.

Program Highlights

In the month of October, we assisted a family of six in securing stable housing, as well as two other program members. We assisted 3 program members with being approved for SSI, and celebrated with one year of sobriety with two of our program members. The ECM census has grown to 93 program members, with several of those members seeking us out when they see our staff members making a meaningful difference by utilizing an in person approach at the M-Street Navigation and Brundage Lane Navigation Centers. Outside of that, our food pantry distribution and walk-in activities fed 218 individuals, which is our highest number year-to-date.

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	California Advancing and Innovating Medi-Cal (CalAIM)
Division/Director	Rebecca Moreno	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2026 to December 31, 2026		

Program Description

CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of "in lieu of services" (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.

Housing Transition Navigation Services	Month	YTD	YTD Goal	Annual Progress	
Number of Clients Currently Served	397	3,656	450	812%	
Number of Referrals Received (SRV 7c)	46				
Number of Enrollments	46				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	1,008	10,626	8,100	12%	131%

Housing & Furnishing Deposits (SRV4d)	Month	YTD	YTD Goal	Month Progress	Annual Progress
One-time use up-to $5000 per client (includes housing deposits, furnishing, appliances)	6	82	100	6%	82%

Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients secured placement (SRV 4o)	5	92	75	7%	123%

Transitional Rent	Month	YTD			
Number of Clients Currently Enrolled	0	0			

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	In the process of hiring, more interview to be scheduled.

2.) Broaden CalAIM services by collaborating with existing and new managed care plans to diversify the program's funding sources.	Proactively assisting Oasis and East Kern Family Resource Centers to develop and improve CalAIM services; exploring options to add additional ECM and CS services, submitted application to partner and become a CBO with Anthem.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Rebecca Moreno	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County.

The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.

Homeless Referrals/Assessments (SRV 7a) (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	3,237	32,089	25,000	13%	128%
Number of applicants who received a response within 24 Hours (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	3,158	30,835	20,000	16%	154%
Pending Assessments (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of clients without initial contact by the end of the month.	0	85	200	0%	43%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	3				
Encampment Resolution (SRV 7a) (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of Clients Served	Program is closed as of March 31, 2026	105	450		23%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	Program is closed as of March 31, 2026	15	70		21%
HOUSED to permanent housing placement (SRV 4o)	Program is closed as of March 31, 2026	11			

Explanation (Over/Under Goal Progress)

Program Strategic Goals	**Progress Towards Goal**
1.) Optimize the use of existing access points in rural areas of Kern County.	CES continues to work on improving system through CoC Strategic Plan. CES continues to offer trainings to new staff from partner agencies and community members. CES continues to work on the Roadmap to Housing tool. CES is also in the process of presenting its updated policies to the CES Subcommittee and CoCo Governing Board for approval.
2.) Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	Currently providing additional support and trainings facilitated by CoC partner agencies to improve retention. Program remains actively searching and communicating with stakeholders for funding opportunities.
3.) Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.	In process of hiring more staff.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	M Street Navigation Center
Division/Director	Rebecca Moreno	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals, showers, laundry and an array of mental health, medical care, dental and economic resources to un- sheltered individuals with pets and partners.

Shelter Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)	144	1,361	1,500	10%	91%
Total Clients Served	180	1,870	2,400	8%	78%
Pets (i.e., kennel, emotional support assistance and service pet)	18	135	75	24%	180%
Residents Under 90 days length of stay	102	726	800	13%	91%
Exits to Permanent Housing (FNPI 4b)	5	60	100	5%	60%
Exits-Self	40	217	150	27%	145%
Exits-Involuntary	5	190	700	1%	27%
Exits - Other	3	18	75	4%	24%
Case Management Services (SRV 7a)	213	2,900	8,000	3%	36%
Critical Incidents	15	375	250	6%	150%
Shelter Residents Meals (SRV 5ii)	1,401	86,001	70,000	2%	123%
Number of Volunteers *(duplicated)*		1,361	100	0%	1361%
Volunteers Hours *(duplicated)*		1,527	3,000	0%	51%

Safe Camping	Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)	47	569	500	9%	114%
Current client census	47	438	300	16%	146%
Meals (SRV 5ii)	477	19,400	20,000	2%	97%
Pets	9	89	75	12%	119%
Clients moved to Shelter (SRV 4m)	0	2	15	0%	13%
Exits to Permanent Housing (FNPI 4b)	3	19	20	15%	95%
Exits-Self	3	31	50	6%	62%
Exits-Involuntary	1	31	75	1%	41%
Exits - Other	0	24	75	0%	32%
Critical Incidents	0	38			

Safe Parking	Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served	9	94	30	30%	313%
Current client census	9	82	25	36%	328%
Clients moved to Shelter (SRV 4m)	0	2	10	0%	20%

Explanation (Over/Under Goal Progress)

Community Action Partnership of Kern
Monthly Report 2026

Program Strategic Goals	Progress Towards Goal
1) Number of clients participating in job training program, (i.e., Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network).	Information will be included in November's report.
2.) Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Completed.
3.) Increase the number of clients who transition to permanent housing by 5% from the prior year (2024 - 73 clients) to 100 clients.	Information will be included in November's report.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	
25 - 34	
35 - 44	
45 - 54	
55 - 61	
62+	
Total:	**188**

Race Demographic	Month
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic/Latina/e/o	
White	
Multiple races	
Client Don't know / Refused	
No Answer	
Total:	**188**

Gender	Month
Female	
Male	
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**188**

Zip Code	Month	Zip Code	Month
86326		93257	
93301		96080	
93303		93560	
93304		95823	
93305		94964	
93306		93561	
93307		93280	
93308		50014	
93309		27292	
93311		38109	
93312		85207	
93313		93203	
92225			
93720			
93726			
93241			
90013			
90014			
93501			
93591			
92371			
Not specified			
Total			**188**

Community Action Partnership of Kern
Monthly Report 2026

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	
25 - 34	
35 - 44	
45 - 54	
55 - 61	
62+	
Total:	**63**

Race Demographic	Month
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic/Latina/e/o	
White	
Multiple races	
Client Don't know / Refused	
No Answer	
Total:	**63**

Gender	Month
Female	
Male	
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**63**

Zip Code	Month	Zip Code	Month
93301			
93304			
93305			
93306			
93307			
93308			
93309			
93311			
93312			
93230			
93501			
93277			
97201			
Not specified			
Total			**63**

Program Highlights

Veterans &
Supportive Services

Community Action Partnership of Kern
Monthly Report 20206

Month	October-26	**Program/Work Unit**	Veterans & Supportive Services
Division/Director	Rebecca Moreno	**Program Manager**	Raul Jimenez
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

CVAF operates a 40 bed BRIDGE and Service Intensive Transitional housing program through the US Department of Veterans Affairs. This consists of two apartment complexes and two homes through the City of Bakersfield. This is a 24-hour per day, 365 day per year program that provides housing, case management, transportation, food, and laundry services. Staff also provides referrals to medical, mental health and community based service programs. CVAF also operates the Supportive Services for Veterans and Families Program through the US Department of Veterans Affairs which is a rapid rehousing/homeless prevention program for veterans households that are homeless or at risk of homelessness. The HHAP CM program provides case management services for HUD Emergency Housing Voucher clients through the Housing Authority. The HHAP YS programs provides scattered-site, low barrier shelter for youth aged 18 - 24.

Grant and Per Diem	Month	YTD	Annual Goal	Month Progress	Annual Progress
BRIDGE: % Exit to Permanent Housing (> 75%) (SRV 4o)	1	12	10	10%	120%
BRIDGE: % Negative Program Exit (< 20%) (SRV 4m, 4n)	0	4	7	0%	57%
BRIDGE: % Employed at Exit (SRV1m)	0	2	3	0%	67%
SITH: % Exit to Permanent Housing (> 75%) (SRV 4o)	3	25	16	19%	156%
SITH: % Negative Program Exit (< 20%) (SRV 4m, 4n)	1	12	7	14%	171%
SITH: % Employed at Exit (SRV1m)	1	11	5	20%	220%
Total Households Served	5	70	85	6%	82%
Supportive Services for Veteran Families (SSVF)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Total Households Served	12	171	150	8%	114%
Permanent Housing Placements	6	37	35	17%	106%
Rental Assistance Payments	19	287	475	4%	60%
Security Deposit	6	41	40	15%	103%
Bus Pass	2	42	35	6%	120%
Application Fees	5	25	15	33%	167%
General Housing Stability Assistance (GHSA)	3	57	35	9%	163%
Utility Payments	5	34	25	20%	136%
Late Fees	0	12	40	0%	30%
Moving Costs	3	7	7	43%	100%
Landlord Incentives	1	5	5	20%	100%
Tenant Incentives	4	16	5	80%	320%
Rental Arrears	1	33	10	10%	330%
Permanent Supportive Housing (Park 20th/Residences at East Hills)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Number of Households served	2	57	25	8%	228%
HHAP CM (Emergency Housing Voucher Case Management)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Number of Clients served	0	17	76	0%	22%

Explanation (Over/Under Goal Progress)

Health & Nutrition Services

Community Action Partnership of Kern
Monthly Report 2026

Month	September-26	**Program/Work Unit**	Food Bank
Division/Director	Susana Magana	**Program Manager**	Kelly Lowery
Reporting Period	January 1, 2026 - December 31, 2026 *(Note: The data represents information from two months earlier.)*		

Program Description

The Food Bank provides food assistance to low-income families and individuals through a network of more than 200 agency partner distribution sites across Kern County. The CAPK Food Bank is the primary organization responsible for distributing State and Federal emergency food assistance for Kern County neighbors in need. Additionally, the Food Bank is the Feeding America affiliate food bank for Kern, facilitating grocery rescue [Fresh Rescue Program] to support the network of more than 150 Pantries across the county. Every month, the Food Bank distributes between more than 1.5 and 2 million pounds of food, which reaches more than 100,000 Kern County food-insecure neighbors.

The Emergency Food Assistance Program (TEFAP)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements	38,858	339,598	700,000	67%	49%
Pounds Distributed	853,583	7,282,346	10,000,000	102%	73%
Pantry Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	102,796	838,479	1,250,000	99%	67%
Pounds Distributed	564,014	5,169,284	4,500,000	150%	115%
CSFP (Senior Box) Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	5,371	46,582	66,000	98%	71%
Pounds Distributed	204,357	1,784,420	2,300,000	107%	78%
Free Farmers Markets	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	9,000	93,323	50,000	216%	187%
Pounds Distributed	40,900	532,920	750,000	65%	71%
Brighter Bites	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	1,420	21,559	75,000	23%	29%
Pounds Distributed	21,677	150,224	275,000	95%	55%
Community Events & Other	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Engagements	850	11,506	25,000	41%	46%
Pounds Distributed	64,570	1,118,416	1,500,000	52%	75%
Totals	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Total Engagements	158,295	1,351,047	2,166,000	88%	62%
Total Pounds Distributed (SRV 5jj)	1,749,100	16,037,610	19,325,000	109%	83%

Community Action Partnership of Kern
Monthly Report 2026

Volunteers (SRV 6f)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)	50	352	450	133%	78%
Other Volunteers (i.e., general public, duplicated)	217	1,753	2,250	116%	78%

Explanation (Over/Under Goal Progress)
Neighbor engagements continues to trend lower than same month in previous years. This is in part due to the deployment of the new CRM system and requirement for user level data.

Program Strategic Goals	Progress Towards Strategic Goals
In 2026, CAPK Food Bank will be deploying the CRM system OASIS to be used by all agency partners across the county to be able to report unduplicated amounts of neighbors served.	Currently, 99% of agency partners have been successfully onboarded and 89.7% of agency partners are actively using Oasis. Additional individual trainings were held for agencies experiencing challenges.
By Q3 2026, The CAPK Food Bank will implement a classification system for measuring, tracking, and increasing the nutrition level of the food distributed.	Current inventory has been reviewed and updated with the nutrition classification system. All new and restocked products are being checked and assigned the appropriate nutrition classification as they are received. This process is now part of routine receiving and inventory maintenance so nutrition data remains current and can be used to track the nutritional quality of food distributed over time.
In 2026, the CAPK Food Bank will increase the percentage of fruits and vegetables provided to neighbors by 5% from the previous year.	We do not have a current projection showing that we will meet or exceed last year's distribution percentage. To increase fresh produce availability and improve progress toward the goal, the Food Bank has increased the produce purchasing budget by approximately 400%, with a significant portion of Cal Foods funding being directed toward fresh fruits and vegetables.

Program Highlights
September is Hunger Action Month, full of events and activities to bring awareness to the work we do all year to fight food insecurity. There were several proclamations in city council meetings across the county including Bakersfield, Arvin, Wasco, McFarland, Taft and Ridgecrest. We had a box building day on September 19th with more than 75 participants. Finally, on September 29th we had the Feed The Need Food Drive collecting more than 23K pounds of food equaling more than 18K meals.

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Susana Magana	**Program Administrator**	Laura Porta
Reporting Period	January 01, 2026 to December 31, 2026		

Program Description

The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.

Program Reimbursements (CY Jan - Dec 2025) Note: duplicated below for program fiscal year.	**Current Month**	**YTD**	**Goal**	**Annual Progress**
Provider Payments-Subsidies Expended (SRV7e)	3,436,831	31,169,372	$27,900,000	112%

Program FY Reimbursements Progress	**Current Month**	**YTD**	**Goal**	**Annual Progress**
Provider Payments-Subsidies Expended (SRV7e)	3,436,831	31,169,372	$27,900,000	112%

Services	**Current Month**
Active Child Enrollment	3,648
Active Childcare Providers (SRV 7f)	692

	Previous Month	**Add (+)**	**Drop (-)**	**Current Month**
Waiting List Totals (children)				0

Explanation (Over/Under Goal Progress)

The Migrant Child Care Alternative Payment Program (MCAP) continues to make steady progress toward its FY 2026-2027 goals. As staff prepare for the upcoming winter season, when agricultural employment typically declines and family support needs increase, the program remains well-positioned for success. Current enrollment, reimbursement activity, and performance trends indicate that MCAP is on track to meet or exceed established objectives while continuing to provide essential child care services to eligible migrant families throughout the State.

Program Strategic Goals	**Progress Towards Strategic Goal**
1. Staff Recruitment & Retention – Develop and implement a staffing plan that supports recruitment, retention, and workforce development to meet the program's growing needs.	Program leadership is working at filling 3 vacant position in our program to ensure program goals are met and staff members are able to have manageable workloads. Recruitment for 2 of these positions is already underway and onboarding is anticipated at the beginning of the month of December 2026.
2. Program Growth & Sustainability – Strengthen program capacity by enhancing training, technology, and reporting systems to ensure efficient operations and sustainable growth.	The MCAP program continues to meet established program goals and remains on track to achieve 100% of its contracted enrollment and service targets. To support sustainable growth and operational efficiency, we are actively enhancing program capacity through ongoing staff development, improved reporting practices, and technology upgrades. In collaboration with the IT Department, we are currently replacing outdated computer equipment to improve system reliability, data management, and overall productivity. These efforts help ensure the program remains well-positioned to meet current demands while supporting future growth and continued high-quality service delivery.

Community Action Partnership of Kern
Monthly Report 2026

Program Highlights
The MCAP Program continues to meet program goals and remain on track to achieve 100% of our contract enrollment and service objectives. Our families are also benefitting from our efforts to grow our program and provide enhanced support and services. Through community partnerships and collaboration, our program has secured a donation of toys for our families in Madera County to be distributed in December 2026. Additionally, CAPK's grant department secured a $25,000 Farmworker Grant which will help us provide food baskets and food vouchers to food insecure families in our program. Further CAPK Foundation, secured a donation of 42 new pairs of shoes for our children helping us address essential needs and support child well-being.

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	Women Infants & Children (WIC) Nutrition
Division/Director	Susana Magana	**Program Manager**	Marissa Ortiz-Cortez
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The Women, Infants, & Children (WIC) program is a supplemental nutrition initiative that offers nutrition education, breastfeeding support, and nutritious foods to enhance diets. It serves pregnant, postpartum, and breastfeeding women, as well as infants and children under the age of 5. Additionally, fathers, grandparents, migrant families, military families, and caretakers can receive food benefits for eligible infants and children. CAPK WIC operates across 16 sites in Kern County and has 3 locations in San Bernardino County.

Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)	14,147		14,910		95%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	980		1,200		82%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	0	129	268	0%	48%
Outreach	**Month**	**YTD**	**Goal**	**Month**	**Annual**
Online Enrollment	99	1,016	1,300	8%	78%
WIC Presentations and Outreach Events	5	78	80	6%	98%
Publication in newspaper, television, and/or social media postings (English and Spanish)	15	175	350	4%	50%

Regional Breast Liaison (RBL)	Month	YTD	Goal	Month Progress	Annual Progress
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	20	160	180	11%	89%

Peer Counseling Program (PCP)	Clients Served	Goal	Annual Progress
Provide basic breastfeeding education and encouragement to WIC PCP participants.	278	1,000	0%

Explanation (Over/Under Goal Progress)

Community Action Partnership of Kern
Monthly Report 2026

Program Strategic Goals	Progress
1. Enhance Nutrition Counseling Services. Strengthen the quality of nutrition counseling by providing staff with advanced training in active listening, addressing barriers to breastfeeding, and tailoring nutrition guidance to client needs. Focus on offering practical solutions and empathetic support to improve the effectiveness of sessions.	Food Allergy mini-campaign
2. Increase observations, monitoring activities, and reviews of clinic operations, Quality Assurance helps verify correct eligibility determinations, benefit issuance, nutrition education, breastfeeding support, and vendor transactions. Expanding the number of observations allows the program to identify patterns, reduce errors, strengthen staff performance, and ensure policies are applied uniformly across all service sites. By using observation findings to provide feedback, training, and corrective actions, the WIC Program promotes accountability, protects program integrity, and enhances the overall quality of services provided to women, infants, and children.	Prepare for WIC audit in Dec. 2026 - Implemented new quality assurance plan
3.WIC aims to reach more eligible families and reduce barriers to enrollment and retention. Enhanced outreach strategies—including targeted community events, culturally appropriate materials, digital communication, and referral initiatives—support timely enrollment, continued participation, and improved utilization of WIC services.	Continue to explore partnerships to increase enrollment

Program Highlights

Youth & Community Services

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Division**	2-1-1 Call Center Program
Division/Director	Freddy Hernandez	**Program Manager**	Sabrina Jones
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,300 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 19 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Fresno and Madera, Kings, Merced, Stanislaus, and Tulare through the United Way partnerships.

Most Requested Services	Food Pantries	Utility Payment Assistance	Homeless Diversion Programs
Top 3 Unmet Needs	Rent Payment Assistance	Specialty Food Providers	Water Service Payment

Information and Referral Services (I&R) Calls Handled (SRV 7c)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Kern County	2,025	23,712	40,000	5%	59%
Kings County	299	2,423	3,500	9%	69%
Merced & Mariposa County	173	1,261	2,000	9%	63%
Stanislaus County	1,817	12,235	13,000	14%	94%
Tulare County	919	8,273	11,000	8%	75%
Total County-based I&R Calls Handled	**5,233**	**66,866**	**69,500**	**90%**	**96%**
Average Wait Time	**1:08**				
Average Handle Time	**5:29**				

Other Service Call Types Handled (SRV 7c)	**Month**	**YTD**
LIHEAP (SRV 7b)	1,596	15,684
Mental Health (SRV 7c)	0	325
Total County-based and Other Calls Handled	**6,829**	**82,875**

Staffing vs. Call Volume	**Current Staff**	**Staff Needed Per Call**	**Staff Over/ Short**
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.	7	4.8	**2.24**

Grant Funded Services	**Activity**	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Cal-Fresh (SNAP) Application (SRV 3l)	51	17	226	350	5%	65%
KIC Referrals (SRV 7c)	174	172	1,326	1,200	14%	111%

2-1-1 Website Visitors	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Duplicated Visitors *(i.e., accessing 2-1-1 e-services and database resources)*	59,865	370,170	225,000	27%	165%

Referrals	**Month**	**YTD**
Food-related Calls (SRV 7c)	579	5,171
Health and Human Service Referrals (SRV 7c)	598	6,909
Housing and Homelessness Calls (SRV 7c)	235	2,542
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)	245	1,744
Total Other Services	1,657	16,366

Explanation (Over/Under Goal Progress)	
2-1-1 Kern's anticipated call volume is based on prior data and the ability to meet demands of calls. The program continues to provide application assistance, assessments, and outreach to bring awareness of services within the community. Mental Health categorized calls are routed from 2-1-1 directly to Kern Behavioral Health and Recovery Services to be handled by their specialized team of experts.	
Program Strategic Goals	**Progress Towards Goal**
1. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	The program seeks to acquire skilled candidates by streamlining the recruitment process of internal Human Resources. The program aims to offer competitive wages, language fluency and competency incentives, and opportunity for growth. 2-1-1 is staffed with nine (9) Full Time Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance and standard calls. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. Additionally, it supports opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist. 2-1-1 has recruited and made offers to fill two (2) existing vacancies.
2. Enhance the efficiency and effectiveness of our call center operations in the coming year by thoroughly evaluating and optimizing the use of our tools and technologies, including CRM systems. Focus will be placed on improving call handling performance, streamlining workflows, and identifying opportunities to align staffing levels with operational needs.	The program remains in collaboration with the Information-Systems (IS) and Technology (IT) Team to deploy an Intelligent Virtual Agent process to test prior to the pilot for afterhours calls. The AI Agent shall provide immediate engagement with callers without complex needs that do not require, problem solving skills, advocacy, or continuous interaction.
3. Prioritize retaining existing contracts, such as partnerships with United Ways, while actively exploring and proposing new opportunities to better serve our community members. Leverage the full potential of the call center by pursuing additional fee-for-service contracts and expanding services to maximize impact and efficiency.	2-1-1 aims to uphold the program to high expectations to strengthen existing partnerships by effectively communicating and meeting with partners and contract grantors to share performance data and discuss progress relative to objectives, deliverables, and goals. The program makes an effort to meet reporting expectations of funding sources and maintain trusting relationships to increase the opportunity for existing contracts to be retained.
Program Highlights	

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Freddy Hernandez	**Program Manager**	Anna Saavedra
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.

Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center	Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)	5	33	60	8%	55%
Street Outreach and Education	25	272	75	33%	363%

HHAP Linkages to Services (Referrals)	Month	YTD
California Driver's License (SRV 7j)	3	23
Social Security Insurance (SSI) (SRV 7i)	3	30
Medical Services (SRV 7c)	10	54
Mental Services (SRV 7c)	6	30
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)	1	22
Educational and Career Development (SRV 7c)	7	69

HHAP Distribution of Supplies	Month	YTD
Food Assistance (SRV 5jj)	65	822
House Hold Items	23	190
Hygiene Kits (SRV 5oo)	9	264
Emergency Clothing (SRV 7n)	57	873
Administrative Services & Copies	93	876
Transportation Services (SRV 7d)	25	203
Educational Supplies (SRV 2k)	2	55
Covid - 19 Supplies (SRV 5oo)	7	86

Community Action Partnership of Kern
Monthly Report 2026

First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	3	16	30	10%	53%
Children Receiving Case Management Services (SRV 7a)	2	16	30	7%	53%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	7	12	10	70%	120%
Children Educational Center Base Activities (FNPI 2b)	0	13	30	0%	43%
Children Educational Home Base Activities (FNPI 2b)	2	14	30	7%	47%
Children Summer Bridge Activities (FNPI 2b)	0	5	15	0%	33%
Collaborative Meetings Participated	29	65	12	242%	542%
Family Support Services for non-clients with children 5 and under	56	360			
First 5 Total	**99**	**501**			

First 5 Kern/ Department Health Services	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	40	445			

CalCapa Diaper Supply Bank	Month	YTD	Annual Goal	Month Progress	Annual Progress
Diaper Supply Management Enrollment **Unduplicated** (NPI5.2)	8	248	150	5%	165%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	356	1638	1800	20%	91%

Walk-In Community Services (Duplicated Clients & Case Managed Clients)	Month	YTD
Administrative Services & Copies	540	3657
Baby Supplies (SRV 2w)	104	1085
Covid - 19 Supplies (SRV 5oo)	21	204
Court Mandated Parenting Correspondence (SRV 2w)	27	158
Educational Supplies (SRV 2k)	8	354
Emergency Clothing (SRV 7n)	250	2661
Food Assistance (SRV 7c)	322	2922
Household Items (SRV 7c)	57	476
Hygiene Kits (SRV 7c)	71	555

Referrals (SRV 7c)	25	308
Transportation Services (SRV 7d)	51	377

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Secure additional funding to cover operational costs and improve the delivery of services.	Also in October, EKFRC was awarded a $6,000 grant from Kaiser.
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	
3. Improve on-site services to more effectively connect with the East Kern target population.	

Program Highlights
In October, EKFRC partnered with Mojave Adult School and the Kern County Library to host the Tees for Treats event. The Kern County Library supplied paints and stencils so that families could design their own t-shirts. The event welcomed more than 100 children and adults. Refreshments, including popcorn, nachos, champurrado, sodas, and tamales, were provided to attendees. EKFRC contributed beanies and gloves for the children, juices, and cotton candy, and distributed flyers about our services.

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	Program/Work Unit	Energy & Utility Assistance
Division/Director	Freddy Hernandez	Program Administrator	Vipsassana Chawla
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services includes home repairs or the replacement of appliances to make the home more energy efficient.

Low-income Home Energy Program (LIHEAP) 2026	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	563	4,019	5,000	11%	80%
Households Served - Weatherization	8	73	100	8%	73%

Department of Energy (DOE) Infrastructure Investment and Jobs Act (IIJA)	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Weatherization	4	44	160	3%	28%

Department of Energy (DOE) 2025 DOE WAP	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Weatherization	2	6	**10**	20%	60%

Total Homes - Weatherized & Utility Assistance (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)	Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i,)	**563**	**4,019**	**5,000**	11%	80%
Total Households Weatherized (FNPI 4h, SRV 4q, & SRV 4t)	**14**	123	**270**	5%	46%

City of Bakersfield - Transformative Climate Communities- Low Income Energy Efficiency Program	Month	YTD	Goal	Month Progress	Annual Progress
Households Served	0	2	16	0%	13%

City of Bakersfield - Home Repair and Weatherization Program	Month	YTD	Goal	Month Progress	Annual Progress
Households Served	1	11	18	6%	61%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Successfully implement the LIHEAP 2026 Program and meet contract goals	The LIHEAP Utility Assistance Program continues to make strong progress toward annual production goals. Year-to-date, the program has served **4,019 households**, achieving **80% of the annual goal of 5,000 households served**. Weatherization services have reached **73 completed households**, representing **73% of the annual goal of 100 households**. Program staff continue eligibility determination, application processing, energy education, and service delivery efforts to ensure eligible households receive assistance while maintaining progress toward year-end production targets.

2.) Successfully implement the City of Bakersfield Weatherization program and meet the contract goals.	The City of Bakersfield Home Repair and Weatherization Program continues to demonstrate strong performance, reaching **11 households served year-to-date.** Program activities remain focused on completing pending projects, conducting inspections, and utilizing available funding to provide critical home repair and energy efficiency improvements to eligible residents.
3.) Successfully implement the Transformative Climate Communities-Low Income Energy Efficiency Program and meet the program and contract goals.	The TCC Program has served **2 households year-to-date**, representing **13% of the annual goal of 16 households served**. Staff continue outreach, participant enrollment, energy assessments, project planning, and client engagement activities to identify eligible households and advance projects toward completion. Continued outreach and project development efforts are expected to support additional production during the remainder of the program year.

Program Highlights

The Energy Program continues to provide critical utility assistance, weatherization services, and energy efficiency improvements to low-income households throughout Kern County. Across all funding sources, the Energy Program has completed 123 weatherized households. These services help reduce energy consumption, improve health and safety conditions, and lower utility costs for participating households. Overall, the Energy Program remains focused on expanding access to utility assistance, weatherization, home repair, and energy efficiency services while continuing progress toward achieving annual grant and contract goals.

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26		Friendship House Community Center (FHCC)
Division/Director	Freddy Hernandez	**Program Administrator**	Lois Hannible
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.

Youth Programs	Month	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p)	4	68	100	4%	68%
Summer Program (SRV 2m)	N/A	71	50		
After School Program (FNPI 2c.2., FNPI 2c.3, SRV 2p)	2	48	50	4%	96%

California Violence Intervention Program (CalVIP)	Month	YTD
Reporting Period	January 1, 2026 - March 31, 2026	
Incident Response (SRV 5w)	0	0
Outcome/Case Managed Families (SRV 7a)	0	1
Provided Food Assistance (SRV 7c)	0	11
Subsidized Employment Program	0	2
Provided Mentoring Services (SRV 2p, 7c)	0	0
Assisted with relocation services/Deposit Payments (SRV 4d)	0	2
Temporary Housing Placements (SRV 4m)	0	3
Participant Support Services	2	27

Youth Community Access Program	Month	YTD	YTD Goal
Program Participants	0	109	80
Youth Leaders	0	12	12
Field Trips	0	10	30

Explanation (Over/Under Goal Progress)
The CalVIP program is only providing Participant Support Services for CalVIP 5, and is no longer providing direct program services for the participants. Therefore, a separate Participant Support Services row was added to the bottom of the chart above to show the number of Participant Support Services provided per month and YTD. The support service items provided to participants in October included a 6-month bus pass & Walmart gift cards. Other support service items provided YTD include housing stabilization, emergency relocation, emergency hotel stay, gas gift cards, Lyft rides, Walmart gift cards, truck driving school, anger management course, bed frame & mattress. There were no Youth Community Access (CYA) field trips provided in October due to school & sports activities for the youth participants. Field trips are scheduled for November of 2026 and are being planned for December of 2026.

Program Strategic Goals	Progress Towards Strategic Goals
1.) Organize and execute successful fundraising events in collaboration with the Friendship House (FHCC) Advisory Board to generate financial support and sustain programs at the youth center.	The Friendship House Advisory Board is hosting a Music Fest Fundraiser at the Friendship House on Saturday, Nov. 14 from 3pm-7pm. Tickets & sponsorships are available now.
2.) Recruit and retain dedicated Advisory Board members with the skills, networks, and passion to raise funds and support initiatives for the Friendship House sustainability and growth.	The Friendship House Advisory Board is at capacity and is not accepting applications at this time.
3.) Collaborate with the CAPK Executive Team to expand grant research and submission efforts for the CAPK Friendship House, ensuring resources align with and address the evolving needs of the community.	The Friendship House Program Administrator continues to work with the CAPK Executive Team to search for and apply for grant opportunities.

Program Highlights
The Friendship House Fall Carnival on October 23rd was a huge success. This year we had the opportunity to partner with the CAPK Energy Program and its' TCC partners, Food Bank, VITA and others. The event provided families with a safe place to gather, enjoy games & activities, and provided them with an opportunity to learn about programs and services benefitting the community through the outreach booths. A huge thank you to all those that attended and/or assisted with this event!

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	Program/Work Unit	Oasis Family Resource Center
Division/Director	Freddy Hernandez	Program Manager	Eric Le Barbé
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.

First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	0	25	25	0%	100%
Children Receiving Case Management Services (SRV 7a)	0	30	25	0%	120%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	0	6	8	0%	75%
Children Educational Home Base Activities (FNPI 2b)	0	30	15	0%	200%
Children Summer Bridge Activities (FNPI 2b)	0	11	8	0%	138%
Family Support Services for non-clients with children 5 and under (SRV 2w)	21	233			
First 5 Total	**21**	**335**			

First 5 Kern/ Department Health Services *(Term ended June 2026)*	Month	YTD	Annual Goal	Month Progress	Annual Progress
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)		92			

CalCAPA Diaper Supply Bank	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment **Unduplicated** (NPI5.2)	9	231	150	6%	154%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	284	2,027	1,800	16%	113%

Rental Assistance Program	Payment Month	Payment YTD	Clients Month	Clients YTD
Rental Assistance Program (estimated maximum $2,000 per household)	$ -	$ 20,222	-	17

Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center	Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)	1	38	15	7%	253%
Street Outreach and Education	5	70	20	25%	350%

Kern County Public Health Car Seat Distribution	Month	YTD
Car Seats	13	57

Walk-In Community Services (Duplicated & Non-First 5 Clients)	Month	YTD
Administrative Support (SRV 7c)	16	333
Baby Supplies (SRV 2w)	126	1,462

Copies	19	223
Court Mandated Parenting Correspondence (SRV 2w)	0	29
Educational Supplies (SRV 2k)	14	248
Emergency Clothing (SRV 7n)	37	132
Food (SRV 7c)	341	2,637
Household Items (SRV 7c)	201	1,789
Referrals(SRV 7c)	30	327
Transportation Assistance (SRV 7d)	38	275
Total Community Services	**822**	**7,455**

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	The Oasis FRC received $1,000 from the Alta One $Huggy Heart Campaign. The Oasis FRC applied for a $1,500 food insecurity grant from Desert Youth Community Access grant and it was awarded within a week. The OFRC also applied for a $5,000 grant from Care for Kids for educational supplies. The OFRC was awarded $5,000 from Elks Lodge #1913 Bingo Funds to purchase shelf stable milk for its food pantry. The OFRC applied for a $32,000 grant So CAL Regional Energy Network to provide outreach activities to support Climate Solutions Navigator initiative. The Oasis FRC also applied jointly with the Friendship House for the CNRA grant for funding for youth field trips.
2.) Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC was the guest speaker at the Cerro Coso Community College CARE workshop sharing resources with students. Just Serve and the LDS Church hosted a food drive donating a large amount of non-perishable food to the Oasis FRC. The Oasis FRC participated in City Of Ridgecrest Halloween Trunk or Treat giving away trinkets, books, and prizes to over 4000 children. The Oasis FRC received 70 bicycles from the Wonderful Company for its Christmas gift distribution.

Program Highlights

The Oasis had a site visit with an audit from First 5 Kern Program Officer, all goals were exceeded from previous fiscal year 2025-2026 and are on target YTD for fiscal year 2026-2027. All files and assessments are up-tod date and no further follow up is needed.

Community Action Partnership of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Freddy Hernandez	**Program Administrator**	Jacqueline Guerra
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The CAPK VITA program offers free tax preparation services. This service is available to low-to-moderate income individuals, the elderly, persons with disabilities, and limited English-speaking taxpayers. Additionally, the CAPK VITA program provides ITIN (Individual Taxpayer Identification Number) services through Certified Acceptance Agents (CAAs). CAAs are authorized by the IRS to assist individuals who do not qualify for a Social Security number but need an ITIN for tax filing purposes.

CAPK current year 2023-25 e-filed Tax Returns (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal	55	6,675	7,550	1%	88%
Social Security Number (SSN)	52				
Individual Taxpayer Identification Number (ITIN)	3				
State *(includes CFF State refund information)*	54	7,291			
Social Security Number (SSN)	49				
Individual Taxpayer Identification Number (ITIN)	5				
CAPK 2020-25, Paper Filed Returns (total YTD added to Federal YTD) (SRV 3o)	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)	25	490			
Social Security Number (SSN)	23				
Individual Taxpayer Identification Number (ITIN)	2				
Paper-filed, and Prior year returns (state)	25	490			
Social Security Number (SSN)	23				
Individual Taxpayer Identification Number (ITIN)	2				
CAPK Refunds and Credits (SRV 3o)	**Month**	**YTD**			
Federal Refunds	$35,376	$6,092,876			
State Refunds	$12,924	$2,529,002			
Federal Earned Income Tax Credit (EITC) *(income limit $68,675 per household)*	$9,214	$4,185,856			
California Earned Income Tax Credit (CalEITC) *(income limit $32,900 per household)*	$8,816	$1,167,148			
Total Refunds and Credits	**$66,330**	**$13,974,882**			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications (Note: duplicate of Federal Tax Returns Completed)	**Month**	**YTD**	**Goal Adjusted**	**Month Progress**	**Annual Progress**
Applications (New/Renewal)	2	165	200	1%	83%

Community Action Partnership of Kern
Monthly Report 2026

Explanation (Over/Under Goal Progress)
State refunds and CalEITC amounts is an estimate due to the inability to retrieve a State Ppaer Report. State tax returns for ITIN holders is higher this month. This happens when ITIN applications are processed. Once an ITIN number is issued by the Federal (IRS), the State side of the tax return (FTB) can be submitted and processed.

Program Strategic Goals	Progress Towards Goal
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.	

Sub-contactor: United Way Central Eastern California e-filed returns 2023-25	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		2,816	3,250	0	87%
State		2,823			
UWCEC 2020-22 Paper Filed, and Prior Year Returns ***(total YTD added to Federal YTD)***	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)		162			
Paper-filed, and Prior year returns (state)		142			
Sub-contactor: United Way Central Eastern California Refunds and Credits	**Month**	**YTD**			
Federal Refunds		$2,498,597			
State Refunds		$1,000,931			
Federal Earned Income Tax Credit (EITC) (income limit $66,819 per household)		$1,717,969			
California Earned Income Tax Credit (CalEITC) *(income limit $31,950 per household)*		$368,925			
Total Refunds and Credits	**$0**	**$5,586,422**			
Sub-contactor: MAOF 2023-25 e-filed returns	**Month**	**YTD**	**Goal Adjusted**	**Month Progress**	**Annual Progress**
Federal		169	400	0	0.4225
State		165			
MAOF 2020-22 Paper Filed, and Prior Year Returns ***(total YTD added to Federal YTD)***	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)		10			
Paper-filed, and Prior year returns (state)		9			
Sub-contactor: MAOF Refunds and Credits	**Month**	**YTD**			
Federal Refunds		$262,642			
State Refunds		$85,873			
Federal Earned Income Tax Credit (EITC) (income limit $68,675 per household)		$154,753			
California Earned Income Tax Credit (CalEITC) *(income limit $32,900 per household)*		$22,512			

Community Action Partnership of Kern
Monthly Report 2026

Total Refunds and Credits	**$0**	**$525,780**			
Sub-contactor: California Farmworkers Foundation (CFF) 2023-25 e-filed returns	**Month**	**YTD**	**Goal Adjusted**	**Month Progress**	**Annual Progress**
Federal		483	300	0	1.61
CFF 2020-22 Paper Filed Returns ***(total YTD added to Federal YTD)***	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)		49			
Sub-contactor: CFF Refunds and Credits	**Month**	**YTD**			
Federal Refunds		$623,787			
Federal Earned Income Tax Credit (EITC) (income limit $68,675 per household)		$305,301			
Total Refunds and Credits	**$0**	**$929,088**			

Operations

Community Partnership Action of Kern
Monthly Report 2026

Month	October-26	**Program/Work Unit**	Operations Division
Division/Chief, Director	Emilio Wagner CFTO, Maria Contreras Director of Facilities	**Program Managers**	Emilio Wagner, Maria Contreras, Rommel Almanza, Mohamed Ahmed, Laurie Sproule
Reporting Period	January 1, 2026 - December 31, 2026		

Division Description

The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).

Information Systems

Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	50	19	44	353
Paginated Reports/ Power bi reports/ Dashboards	15	5	13	52
Background Processes	23	8	22	93
Power App Enhancements	12	6	9	87

Projects	*Description of Status*	*Current % Status*
CDP Migration to Fabric	Adding Manual programs and moving to testing	85%
CALAIM Migration to Fabric	Developing approval process and presubmission validation	60%
2-1-1 Optimizations	Consultadd editing proposal to finalize development	75%
MCAP Workspace build out	Additional functionalities requested for workspace before testing.	70%
Cost Per Client Fabric Rebuild	Ingestion portion completed. Awaiting finance go ahead for two way integration	50%
Rental Assistance Sage Automation	Creating script for Sage Intergration	25%
Grant Management Application	Initial Discovery being conducted to start building a project plan	5%
Foodbank Grant Tracker	Application is UAT, testing phase	80%
HVP Workspace Build Out	Project plan completed, waiting on program to review it	25%
Energy Process Mapping	Diagram is finalized, waiting on programs review.	90%
Agency Volunteer Management Application	Mapping out new vm proccess	23%
Contract Management Additional Contract Types	Implemented amendment routing, contract types, and contract purchase order	70%

Contract Claims Tracker	In development	80%
Updating wordpress site	Ongoing	
Org Wide Website Code First Build	Mock ups are completed, waitin on input from programs	40%

Facilities

Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	424	687	353	3553

Construction Projects	*Description of Status*	*Current % Status*
Central Kitchen		
McFarland & Tehachapi Modulars		
Barnett House		

Major Maintenance Projects	*Description of Status*	*Current % Status*
MCAP Stine Second Floor	Install Kitchen/Brakeroom for Staff	15%
Stockdale HS		12%
Mojave Afghan Solar/Playard	Install shade structure and Solar to mobile park community	8%
Harvey Hall Phase 2 & 3	New Kitchen & Breakroom	25%
Broadway	Playground beautification project	20%
Virginia	Playground beautification project	5%
Alberta Dillard	Property Line Survey Property Line Discrepancies	15%
19th Street	Various Exterior Improvements	10%
19th Street	Vita Dept Flooring Installation	85%
Friendship House	Gym Door & Gate Add Security Measures Paint Req	25%
Oasis FRC	Flooring Remodel	15%
VSS	Unit Flooring Replacement	95%
VSS	Covey CR Security Alarm Window Security	15%

Community Partnership Action of Kern
Monthly Report 2026

VSS		Handicap Parking Compliance		10%
SJC Tiny Powers		Facility Ready and Licensed Pending Children		95%
SJC Filipino Plaza		Fire & Alarm Monitoring		95%
SJC		University Park		75%

Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	571	105	560	5299

Information & Technology Projects	*Description of Status*	*Current % Status*
MS Purview data governance	Production / Live	*100%*
Comm Dev Ai Software Sprout	In-Progress	*50%*
Technical Support L1 Hire	Hired and onboarded	100%

Risk Management

	Reported
Under Investigation / Non-Industrial /	0
Property	2
Vehicle Incident / Grand Theft Auto	0
Motor Vehicle Accident	1
Work Place Violence / Over Doses / Death	0
Total	**3**

Program Strategic Goals	Progress Towards Goal	
Description	**Description of Status**	**Current % Status**
Develop a facility deferred maintenance program.		
Develop and implement a Data Governance strategy.		
Improve the customer experience by assessing it through factors such as response time and customer sentiment.		

Program Highlights

Community Development

Community Action Partnership of Kern

Monthly Report 2026

Month	October-26	**Program**	CAPK Foundation
Division/Director/Chief	Pritika Ram	**Director**	Catherine Anspach
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description
The Community Action Partnership of Kern (CAPK) Foundation is the philanthropic arm of Community Action Partnership of Kern, established to strengthen and expand CAPK's impact across Kern County. As a 501(c)(3) supporting organization governed by its own independent Board of Directors, the Foundation focuses on fundraising, community outreach, and building long-term financial sustainability to advance CAPK's mission.

Program Category Funding	
Homelessness & Housing	$1,412
Food Insecurity	$25,906
Veterans Supportive Services	$7,184
Youth & Families	$2,321
Other (VITA)	$200
Foundation (General)	$1,485

External Events	
Homelessness & Housing	Monster Mash Dash to benefit FHCC-$500 donation
Food Insecurity	Sikh Riders Event
Veterans Supportive Services	
Youth & Families	
Other	

Special Initiatives
Continued drafting the Policies and Procedures for the Educational Stipend for the Foundation.
Working alongside Boone Graphics, completed draft of the Annual Appeal Letter and all accompanying documents
Along with the assistance from the Ad Hoc committee, Interviewed two candidates for the CAPK Foundation Board; Kaelyn Peterson from Grimmway and Matt Cauthron from Adventist.
Met with the Tri-Counties team, Rose Pereirra and Marilyn Maldonado to accept $15,000 check for VITA
Helped with planning the WIC Baby Shower event.
Planned and attended the Reverb check presentation.
Organized the Head Start Coat Drive and ordered 1,400 coats to provide one to every Head Start child.
Met with leadership to discuss fundraising opportunities for the Ramkabir Housing Project.
Continued serving on the planning committee for the Veterans Stand Down, while also supporting event-day logistics, setup, and breakdown.
Met with the East Kern Family Resource Center (EKFRC) team to discuss upcoming holiday events and initiatives for the remainder of the year.

Finalized promotional materials, collateral, and information packets for AltaOne's Holiday Huggy Heart Campaign, which will run from November through December.
Recorded radio PSAs and participated in radio interviews promoting the Food Bank Holiday Drive and FHCC Music Festival Fundraiser.
Connected with the General Manager of Lotus Radio to discuss additional partnership opportunities.
Updated donor recognition names for the CAPK Food Bank Donor Wall
Continued development of the CAPK Foundation Educational Stipend Program policies and procedures.
Attended the Temblor Brewing Bingo Night Fundraiser
Attended and supported event check-in at the Monster Mash Dash benefiting the FHCC
Submitted a Letter of Interest to Ross Dress for Less to support workforce development initiatives at the Shafter Youth Center.
Secured a $1,000 grant from the Bakersfield Elks Lodge and $6,720 from the Jim and Eloise Elder Foundation to support the 2026 Veterans Stand Down event.
Applied for and secured a $1,500 grant from Desert Valleys Federal Credit Union (Ridgecrest) to support the OFRC Food Pantry.
Community Outreach
Connected with the HR Director at Sunridge Nurseries, to explore new partnership and fundraising opportunities
Attended Principal Partnership Day to learn more about partnership opportunities with local high schools.
Spoke with Highland High School's Red Cross Club about ways they can support CAPK.
Attended the Kern County Sheriff's Office Halloween Event
Attended the groundbreaking of the 2nd phase of the Hard Rock Casino & Hotel.
Attended the Sikh Riders Event to benefit the Food Bank
Attended the 2026 Wonderful Academy Harvest Festival to connect with employees and families and share CAPK resources.
Attended the Tehachapi City Connect Collaborative Meeting and connected with a church outreach coordinator regarding partnership opportunities with the M Street Navigation Center.

Program Strategic Goals	Progress Towards Goal
1.) Expand Fundraising Capacity. Leverage the Board to establish a formal development committee and increase individual donor base by 40% through targeted campaigns and board-led cultivation events.	Engaging our board by tasking them with fundraising initiatives and goals. Adding program presentations at our board meetings to empower them to represent the Foundation in the community.

2.) Launch Veterans Program Funding Campaign Secure $40,000 in dedicated funding for our new Veterans (homeless or at-risk of homelessness) program through targeted outreach to veteran-focused foundations, corporate sponsors with military initiatives, and individual major donors with military connections. Establish 3-5 strategic partnerships with veteran service organizations by Q3 2026.	Continued networking with local contacts to expand our reach with donors. Secured KUZZ as a media support for Veterans event.
3.) Supporting CAPK's Strategic Plan (2026–2029).	Leading monthly meetings with our team to stay on track for goal setting.

Community Action Partnership of Kern
Monthly Report 2026

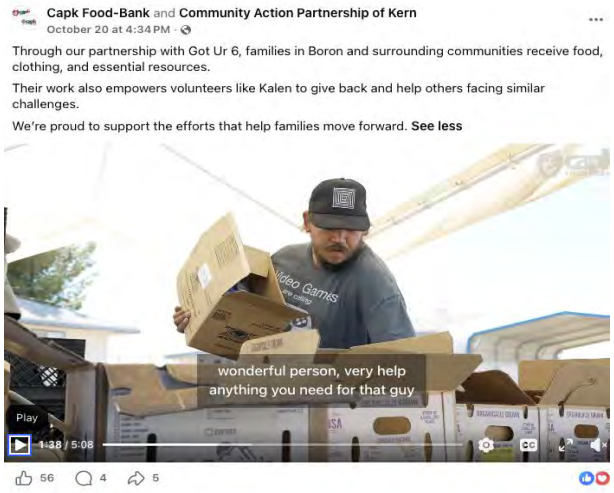
Month	October-26	**Program**	Community Development
Division/Director/Chief	Pritika Ram	**Program Managers**	
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The services under the Community Development Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2025-2029 Strategic Plan and CAA-related plans, and special projects.

Outreach Social Media	Month	YTD	Annual Goal	Annual Progress
Website User Sessions	17,767	234,675	260,000	90%
Facebook Impressions (i.e., number of times users see content)	29,193	1,640,559	4,000,000	41%
Other Social Media Impressions	70,845	1,512,448	1,750,000	86%

Highest Performing Post



https://fb.watch/KALTCJXcS9/

Outreach Special Projects

Veterans Stand Down Reel Video: https://www.youtube.com/watch?v=ui6rbAy0oVA

Veterans Stand Down: post event results with planning committee

Agency Partner Spotlight SVS Cares: https://youtu.be/Tn6YgMxlh-o?si=qDXCpIw6v-ME76DT

Agency Partner Spotlight Got Ur 6: https://youtu.be/iHt1Np1Ztzc?si=Hu05W3gtVAnVccNI

Monster Mash Dash Promo Highlight: https://www.instagram.com/p/DeuJWXDAovy/

Agency Partner Shoot: The Rock Church

Agency Partner Shoot: Chester Community Church

Agency Partner Shoot: Vessel of Honor Ministries

Agency Partner Shoot: St. Francis Assis Parish (Photo/ Video)
Agency Partner Shoot: Coronado Baptist Church
Agency Partner Shoot: Veterans of Foreign Wars
Agency Partner Shoot: Salvation Army Tehachapi
Agency Partner Shoot: First Congregational Church
Agency Partner Shoot: Mission Life
Photography support at Head Start Member Recognition meeting
Fuschia Ward Interview Video - continued
MCAP McFarland shoot
Created Mulit Media Specialist Mentorship: Beacon Studios
Head Start Recruitment Flyer: creation and social post.
FHCC Music Fest Fundraiser, planning and prep.
WIC + Anthem Baby Shower: google form creation, flyer and launch.
CNA: Community Needs Assessment: collateral creation and distribution
Feed Kern KGET Food Drive Planning
Media Coverage for FHCC Music Fest: Lotus and KBAK. in-kind.
Head Start Fatherhood Conference : Website listing, flyer creation, and launch.
Outreach Advocacy
KSCO National Night Out - Outreach: distributed food from food bank and candy.
Networking at Party in the Park - CSUB Alumni Association
Advocacy Watch-list

Instrumentl Opportunities Report - November 4, 2026

Projects: Health & Nutrition Services, Community Development, Housing and Supportive Services, Youth & Community Services, Veterans & Supportive Services, and Foundation

Statuses: Abandoned | Declined | Awarded - Active | LOI Submitted | Application Submitted

Date Range: Oct 01, 2026 - Oct 31, 2026

Status

$32,000	$343,664	$5,000
Awarded	**Submitted**	**Declined**
1 opportunity	2 opportunities	1 opportunity

Displaying 10 opportunities

FY 2027 March 1 - February 28

NAME	DEADLINE	STATUS	AMOUNT	NEXT TASK	NOTES
October 2026					
CCAM-TAC Community Rides Grant Program Coordinating Council on Access and Mo... Community Development	Oct 1, 2026	Abandoned			CAPK is not an eligible entity.

Freedom Grant Elks Lodge Foundation	Oct 1, 2026 Past Due	LOI Submitted	Requesting $1,000	To support the Veterans and Supportive Services program with providing winter gear, hygiene and pet supplies to the homeless veterans...
Tribal Homeless Housing, Assistance and Prevention (Tribal HHAP) Gr... California Department of Housing and ... Housing and Supportive Services	Oct 1, 2026 (due Jan 16, 2027)	Abandoned	Unspecified amount	CAPK in not an eligible entity.
C.A.R.E.S. For Kids Fall funding cycle C.A.R.E.S for Kids Foundation	Oct 9, 2026	Declined	Requesting $5,000	The Foundation is requesting $5,000 from C.A.R.E.S. for Kids to purchase educational supplies for children ages 0–5 served...
Regional Giving Ross Stores Foundation Community Development	Oct 14, 2026 Past Due	LOI Submitted	Requesting $30,000	Funds will support a 12-month workforce development pilot at CAPK's Shafter Youth Center, providing four industry-focused caree..
Emergency Solutions Grant County of Kern Youth & Community Services	Oct 15, 2026	Abandoned		Abandoned due to 108% match requirement.
Better Food Policy Fund Grants Better Food Policy Fund Health & Nutrition Services	Oct 22, 2026 Rolling	Application Submitted	Requesting $30,000	CAPK on behalf of KCFPC will request $30k over 2 years for programmatic and administrative costs.

Rolling Grants

PNC Foundation: Foundation Grant PNC Foundation Foundation	Rolling	Abandoned	Unspecified amount		Abandoned: PNC bank does not have a footprint in Kern County. This funding opportunity would support both Family...
No Submission Goal or Date Entered					
Southern California Regional Energy Network (SoCalREN) Central California Asthma Collaborative Youth & Community Services	No deadline entered	Awarded - Active	Received $32,000	Report - 11/07/2026 - Monthly Report, Invoice, and Deliverable Backup Monthly report listing deliverable units completed during the month, with required backup documentation (e.g., sign-in sheets, photos, event logs, agendas, post links, screenshots, platform analytics, survey logs). CCAC prepares the invoice from this report for the Subcontractor's signature. Submission instructions: The Subcontractor will submit a monthly report to CCAC using the monthly report template provided by CCAC. Reports must be submitted using the reporting process provided by CCAC.	
CalFresh Outreach FFY28-30 Info Line Of San Diego County Youth & Community Services	Expired deadline	Application Submitted	Requesting $313,664		Through 211 San Diego, CAPK's 211 program will administer CalFresh application assistance to Kern County residents.

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	State	**CAPK Program**	2-1-1
Funding Agency	2-1-1 San Diego	**Project Name**	CalFresh Outreach FFY28-30
CFDA		**Target Population**	CalFresh Beneficiaries
Reapplication (Y/N)	Yes	**Number to be served**	361
Estimated Request	$313,664.00	**Division Director**	Freddy Hernandez
Award Period	07/01/2028 to 06/30/2030	**Program Manager**	Sabrina Jones

Project Goal (One sentence goal statement)

Increase CalFresh enrollment among eligible, underserved Kern County residents by expanding equitable outreach, application assistance, and community partnerships countywide.

Project Description (Brief one paragraph description)

CAPK will conduct targeted outreach, pre-screening, and one-on-one application assistance for CalFresh-eligible individuals and households across Kern County, with emphasis on underserved and hard-to-reach populations in both metro Bakersfield and rural areas (e.g., Mojave, Ridgecrest, Kern River area). Services will be delivered through CAPK's 2-1-1 Call Center, community events, site-based case management, and partnerships with county agencies and community-based organizations, supporting clients from pre-screening through application submission and approval. The Program Deliverables commits to 4,327 pre-screenings, 688 applications submitted, and 361 applications approved by the local DHS office.

Estimated Budget Summary

The total FFY 2028-2030 budget request is $331,664. This allows for portions of the 211 Information & Referral Specialists and case managers, benefits, and 12% indirect rate.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

1.Division Director	Freddy Hernandez	***Date:***	***4.Chief Financial Officer***	Tracy Webster	***Date:***2026-07-20
2.Chief Business Development Officer	Pritika Ram	***Date:***2026-07-17	***5.Chief Facilities and Technology Officer***	Emilio Wagner	***Date:***2026-07-20
3.Chief Program Officer:		***Date:***	***6.Chief Executive Officer***	Jeremy Tobias	***Date:***2026-07-20

Date Presented / Approved:

PRE Approval: _____ B&F Approval: _____ Executive Approval: _____ Board Approval: _____

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
October 2026

Funding Type	Private	**CAPK Program**	Food Bank
Funding Agency	Better Food Policy Fund	**Project Name**	Better Food Policy Fund
CFDA		**Target Population**	Kern County's Food Insecure Residents
Request	30,000.00	**Division Director**	Susana Magana
Award Period	December 2026 – November 2028	**Program Manager**	Kelly Lowery
Description	The Kern County Food Policy Council will expand its reach and presence in Kern County with the creation of a website and travel to Sacramento for lobbying and convenings. Kern County Food Policy Council will maintain its bi-monthly meetings as well as support fundraising for Hunger Action Month with these funds.		

Recommendation	Staff recommends approval to submit the small funding application(s) up to $50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Date Presented/Approved

Policy Council:	_____	PRE Presentation:	_____	B&F Approval:	_____	Board Approval:	_____

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
November 2026

Funding Type	Private	**CAPK Program**	FRC - Oasis
Funding Agency	C.A.R.E.S. for Kids	**Project Name**	C.A.R.E.S. for Kids
CFDA		**Target Population**	low-income families
Request	5,000.00	**Division Director**	Freddy Hernandez
Award Period	1 year	**Program Manager**	Eric Le Barbe
Description	The Foundation is requesting $5,000 from C.A.R.E.S. for Kids to purchase educational supplies for children ages 0–5 served through the OFRC's case management services and Summer Bridge program. These materials will support hands-on learning, encourage parent-child interaction, and help children develop important early childhood skills.		

Recommendation	Staff recommends approval to submit the small funding application(s) up to $50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Date Presented/Approved

Policy Council:		PRE Presentation:		B&F Approval:		Board Approval:	

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
November 2026

Funding Type	Foundation	**CAPK Program**	FRC - Oasis
Funding Agency	Desert Valleys Community Foundation	**Project Name**	Desert Valleys Community Foundation - OFRC Food Pantry
CFDA		**Target Population**	Low income families and individuals in Ridgecrest, CA
Request	1,500.00	**Division Director**	Freddy Hernandez
Award Period	10/1/2026-9/30/2027	**Program Manager**	Eric Le Barbe
Description	$1,500 to support the food pantry at Oasis Family Resource Center (OFRC) in Ridgecrest, California.		

Recommendation	Staff recommends approval to submit the small funding application(s) up to $50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Date Presented/Approved

Policy Council:	_____	PRE Presentation:	_____	B&F Approval:	_____	Board Approval:	_____

Month	Oct-26	Program/Work Unit	Head Start Preschool & Early Head Start
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	Carol Hendricks
Reporting Period	October 1, 2026 - October 31, 2026		

Program Description

Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home-based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.

Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	717	753	753	95%	
Disabilities	180	10%	10%	30%	
Over Income 101%-130% (up to 35%)	16	n/a	n/a	2%	
Over Income 131% and up (up to 10%)	61	n/a	n/a	9%	

Head Start Preschool (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	818	936	936	87%	
Disabilities	76	10%	10%	10%	
Over Income 101%-130% (up to 35%)	17	n/a	n/a	2%	
Over Income 131% and up (up to 10%)	64	n/a	n/a	8%	

Head Start Preschool San Jaoquin County Ofice of Education - (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	96	153	153	63%	
Disabilities	10	n/a	n/a	1%	
Over Income 101%-130% (up to 35%)	5	n/a	n/a	5%	
Over Income 131% and up (up to 10%)	0	n/a	n/a	0%	

Home Visiting Program (SRV 2cc, 7a)	Monthly (Reportable)	Year-To- Date (Term/Calendar)	Annual Goal (Term / Calendar)	Annual Progress (Calendar)	Annual Progress (Program Term)
Enrollment	184	218 / 402	240 / 480	91%	84%

Central Kitchen	Total Meals Delivered	Breakfast	Lunch	Snack
Meals and Snacks	65,147	23,116	18,915	23,116

Child and Adult Care Food Program (CACFP) (Note: The data represents information from September 2026)	Total Meals Delivered	Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)	79,056	54,451/24,605	79,056	76%
Meals and Snacks - Kern Vendors	65,904	44,042/21,862	65,904	74%
Meals and Snacks - SJC Vendors	13,152	10,409/2,743	13,152	87%

Eligbility Determination (SRV 7b) (January 2025-December 2025)	99	2020
Total Community Services	**99**	**2020**

Explanation (Over/Under Goal Progress)

For the month of October 2026, staffing remained a challenge to reach full enrollment. Ongoing efforts have been made to recruit qualified staff.

Goals	Progress Towards Goal
Goal IV: School Readiness: Increase families and staff capacity to support children's school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interaction.	Objective D: The program will secure MOU's with 25% of school districts to provide specialized services to children served, including transitions for school readiness. In Progress: Program transition letters were updated to better facilitate Head Start Preschool children's end of year transition to kindergarten. Additional information will be recorded in ChildPlus and staff will undergo data entry and transition training to supplement these changes in the 26-27 program year.

Program Description

Program Activities:
1.October 02, 2026: Crew of the Week recruitment in Delano.
2.October 08, 2026: East Bakersfield High School Hispanic Heritage Month Family Fiesta Recruitment Event
3.October 13, 2026: Greenfield Open House Resource Fair
4.October 21, 2026: Loudon Elementary Family Picnic
5.October 21, 2026: UEI Trunk or Treat
6.October 23, 2026: Vineland School District Trunk or Treat
7.October 24, 2026: Del Oro High School Car Show and Community Resource Fair
8.October 25, 2026: Clinica Sierra Vista Trunk or Treat Festival
9.October 28, 2026: Fairview Elementary Resource Fair & Trunk or Treat
10.October 29, 2026: LESD Harvest Festival
Program Highlights:
1.October 20, 2026: The Family Engagement team provided a ReadyRosie Family workshop at the Alicante Center. The team presented on Relationships Matter, where parents learned the importance of building strong, positive relationships between parents and children.
2.October 2026: Initial Assessments for the Fall, DRDP 2025, has been completed. Teachers are gathering observations for the Winter Assessments. Our administration team is conducting classroom observations to measure the quality of interactions to further enhance our practices and teaching strategies. Teachers will receive training on how to gather observations and use the assessment data for lesson planning.

MEMORANDUM

To: Program Review & Evaluation Committee

From: Freddy Hernandez, Director of Youth & Community Services



Date: Thursday, November 8, 2026

Subject: *Agenda Item 5d.:* Strategic Priority B – Partnerships Update - **Info Item**

Strategic Priority B focuses on strengthening our communities by building and expanding strategic partnerships that enhance collaboration and support community-wide transformation. This priority is centered on developing meaningful partnerships that improve service delivery, expand reach, and increase overall organizational impact.

Key Goal 1 – Establish Key Strategic Partnerships for vulnerable programs August 2029:

Objective #1

- Finance has completed seven program financial dashboards: Food Bank, Head Start, WIC, 211, Central Kitchen, CES/CalAIM, and Veterans & Supportive Services. These dashboards improve visibility into the use of unrestricted funds, funding gaps, and financial needs across programs.
- The Foundation is implementing a new Bloomerang CRM to better track donor and partner relationships, financial activity, engagement, and partnership outcomes.

Objective #2

- The Foundation has expanded donor retention efforts through outreach to lapsed donors and development of a donor recognition strategy. Plans include annual requests for renewed support to encourage continued giving.
- Food Bank capital campaign planning is progressing, with priority needs and potential projects identified. Next steps include developing the campaign strategy and implementation plan.
- Marketing continues to explore tools to better measure outreach effectiveness and engagement, including UTM tracking and social media management platforms.

Objective #3

- The hiring of a new Grants Administrator creates an opportunity to advance the special work group's focus on program sustainability. The next step is to include Grants in the group's discussions of funding gaps, financial risks, and long-term sustainability strategies.

Objective #4

- The team remains actively engaged in Food Bank–related policy and advocacy, including ongoing coordination with Senator Hurtado's office on SB 1025. The bill aims to establish a statewide Office of Food Security and Affordability to address hunger and improve coordination across the food security system.
- The team met with regional legislators Lackey, Grove, and Bains to advocate for CalFood funding, LIHEAP support, and 211 infrastructure.

Key Goal 2 - Expand our services by developing strategic partnerships that enhance existing programs, increase community reach, and strengthen service delivery by June 2028:

Objective 1: Integrate additional services into existing programs by establishing at least two new partnerships by December 2027.
New programs and partnerships were established across programs in 2026, with service integration continuing. Examples include:

- 211: Tobacco cessation program with the California Department of Public Health.
- VITA: Partnership with Central Farm.
- Friendship House: Partnerships with CSUB and Bakersfield College.
- Oasis FRC: Car seat distribution with Kern County Public Health and a digital literacy pilot program with Jan's Dream and Cerro Coso Community College.
- EKFRC: Vaccine clinic with Walgreens in Tehachapi.

Objective 2: Equip Program Managers and Administrators with a partnership development toolkit to support partnership building by June 2027.

- Step 1 is complete: Program Managers were surveyed or interviewed to identify partnership challenges and needed tools. The Foundation is working on steps 2–5 to develop the toolkit.

Objective 3: Increase community reach through strategic partnerships by expanding service delivery to reach at least 5% more unduplicated households annually. Action steps 1–3 align with Objective 1 and are underway through new partnerships. Once available, CNA data and the 2026 CSBG report will be incorporated in early 2027 to assess progress against 2025 results.

Key Goal 3 - Assess all agency partnerships on effectiveness, accountability, and return on investment by May 2027:

- At its October 23, 2026, meeting, the team discussed developing a formula or method to assess the return on investment of collaborations with community partners.
- Over the next few months, the team plans to contact other CAP agencies to learn about methods they use to evaluate the effectiveness of community partnerships.
- The team will also review the CDC's **Fundamentals of Eval Partnerships** report to identify what system they use when evaluating a partnership.

Key Goal 4 - Increase our visibility by offering wraparound services to support individuals and families by July 2027:

- No information now, will provide an update on the next meeting.

Attachment:
On Strategy Report

COMMUNITY ACTION PARTNERSHIP OF KERN

Plan Performance Report

401A & 403B

QUARTERLY REPORT

Q2-2026 vs. Q3-2026

Nationwide®

Retirement Plans

Plan Summary

07/01/2026 - 09/30/2026	401A	403B	Total
Beginning Balance	**$37,719,287**	**$14,761,110**	**$52,480,398**
Activity			
Contributions	$771,341	$437,642	$1,208,983
Distributions	($1,615,261)	($520,374)	($2,135,635)
Fees	($36,243)	($14,993)	($51,236)
Loans*	$0	($9,166)	($9,166)
Other**	$20,237	$3,745	$23,983
Gain (Loss)	($552,148)	($223,932)	($776,079)
Ending Balance	**$36,307,213**	**$14,434,034**	**$50,741,247**

*Includes Loan Repayments, Disbursements, Write-offs, and Offsets.
**Includes adjustments related to Capital Gains, Dividends, Fund Reimbursements, and Interest.

Overview

We're here to help you deliver a retirement plan experience that works for your employees and for you.

This plan performance report is designed to make plan oversight easier, giving you clear insights into the features and capabilities you've selected to support your employees' retirement goals.

We know you have choices when it comes to retirement plan providers. Thank you for your continued partnership.

We look forward to helping you build retirement readiness across your workforce.

Asset Balance

$50,741,247

$52,480,398	($1,739,150)
Prior Period	Change

Outstanding Loans

$258,626

$244,987	$13,639
Prior Period	Change

SDBA Balance

$0

$0	$0
Prior Period	Change

Participants With A Balance

1,436

1,523	-87
Prior Period	Change

Average Participant Balance

$35,335

$34,459	$877
Prior Period	Change

New Accounts

96

101	-5
Prior Period	Change

Contributions

$1,208,983

$1,136,398	$72,586
Prior Period	Change

Loan Payments

$24,129

$19,531	$4,599
Prior Period	Change

Rollovers / Transfers In

$29,662

$3,585	$26,076
Prior Period	Change

Distributions

($2,135,635)

($1,286,149)	$849,486
Prior Period	Change

Loan Disbursements

($33,295)

($29,768)	$3,527
Prior Period	Change

Rollovers / Transfers Out

($1,268,257)

($525,092)	$743,165
Prior Period	Change

This data is a snapshot as of 9/30/2026

Participants

Participants With A Balance

1,436

1,523	-87
Prior Period	Change

Average Participant Balance

$35,335

$34,459	$877
Prior Period	Change

Median Participant Balance

$13,933

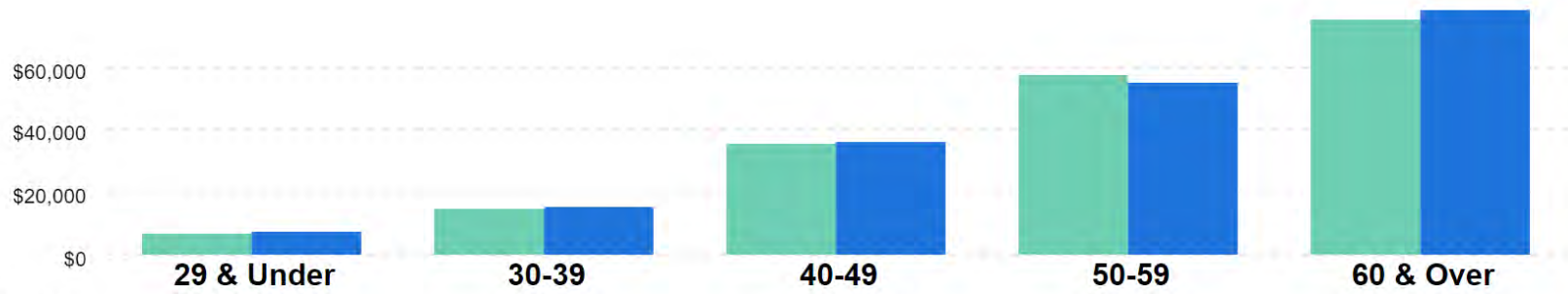
$12,494	$1,439
Prior Period	Change

Average Asset Classes

1.25

1.24	0.01
Prior Period	Change

Average Participant Balance By Age



	29 & Under	30-39	40-49	50-59	60 & Over
Prior Period Avg Balance	$6,744	$14,375	$35,600	$57,154	$75,046
Current Period Avg Balance	$7,026	$15,398	$35,944	$54,637	$78,072
Prior Period Participants	236	436	364	273	214
Current Period Participants	212	407	348	262	207
Average Asset Classes	1.04	1.03	1.26	1.41	1.71

Plan Assets By Employment Status



Other includes beneficiaries, disabled, etc

Roth Usage

285	$2,036,199
Participants	Assets

ProAccount Usage

0	$0
Participants	Assets

This data is a snapshot as of 9/30/2026

Optional Strategies

Total Roth Balance

$2,036,199

$2,053,798	($17,599)
Prior Period	Change

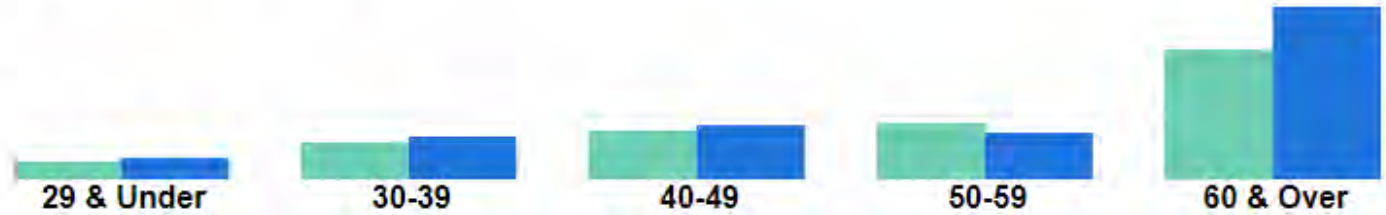
Roth Participants

285

326	-41
Prior Period	Change

Roth Counts & Average Balance by Age

Average Roth Balance
$7,145



	29 & Under	30-39	40-49	50-59	60 & Over
Prior Period Avg Balance	$2,224	$4,533	$6,133	$7,108	$16,434
Current Period Avg Balance	$2,566	$5,364	$6,812	$5,764	$21,736
Prior Period Participants	47	107	87	50	35
Current Period Participants	36	91	78	51	29

This data is a snapshot as of 9/30/2026

Contributions

Contributions
$1,208,983

$1,136,398	$72,586
Prior Period	Change

Salary Contributions
$407,981

$482,289	($74,308)
Prior Period	Change

Rollovers In
$29,662

$3,556	$26,106
Prior Period	Change

Transfers In
$0

$29	($29)
Prior Period	Change

Participants Contributing*
721

717	4
Prior Period	Change

Roth Contributions
$137,132

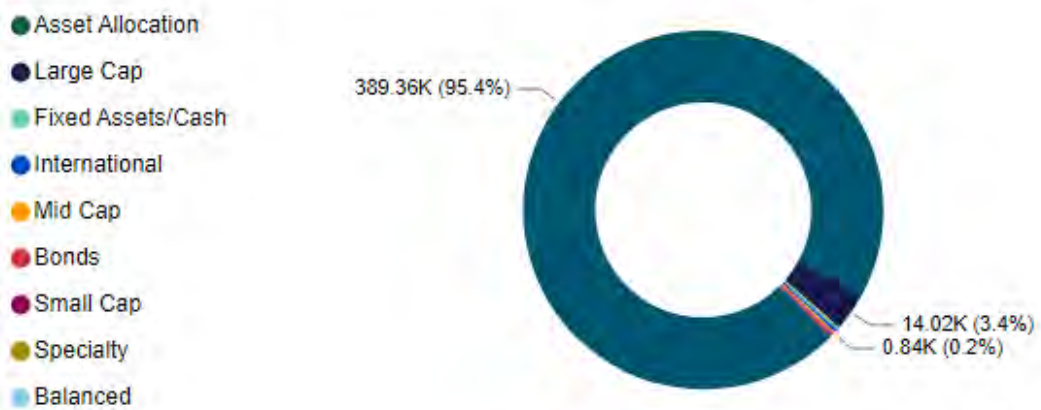
$149,834	($12,702)
Prior Period	Change

Contributions Activity

Type	Prior Period $	Current Period $	Change $	Prior Period #	Current Period #	Change #
Employer Contribution	$647,769	$723,603	$75,835	1,012	1,025	13
Salary Contribution	$482,289	$407,981	($74,308)	717	721	4
Account Split	$2,679	$47,675	$44,996	2	1	-1
Rollovers & Transfers	$3,585	$29,662	$26,076	2	2	0
*Other	$76	$62	($13)	1,012	1,025	13
Total	**$1,136,398**	**$1,208,983**	**$72,586**	**1,731**	**1,748**	**17**

*Other includes: Interest on Cash

Current Salary Contributions by Asset Category



This data is a snapshot as of 9/30/2026

Distributions

Distributions Activity

Distributions

($2,135,635)

($1,286,149)	$849,486
Prior Period	Change

Rollovers Out

($1,266,474)

($525,092)	$741,382
Prior Period	Change

Transfers Out

($1,783)

$0	$1,783
Prior Period	Change

Type	Prior Period $	Current Period $	Change $	Prior Period #	Current Period #	Change #
Rollovers & Transfers	($525,092)	($1,268,257)	$743,165	14	75	61
Retirement	($496,865)	($650,753)	$153,887	40	144	104
Hardship	($16,192)	($79,736)	$63,544	3	5	2
Account Split	($2,679)	($47,675)	$44,996	2	1	-1
Death	($2,682)	($47,508)	$44,827	2	1	-1
Forfeiture	($217,951)	($25,485)	($192,466)	151	11	-140
In-Service	($10,955)	($16,156)	$5,201	4	2	-2
RMD	($12,602)	($66)	($12,536)	2	1	-1
Disability	($1,131)	$0	($1,131)	1	0	-1
Total	**($1,286,149)**	**($2,135,635)**	**$849,486**	**211**	**228**	**17**

This data is a snapshot as of 9/30/2026

Assets

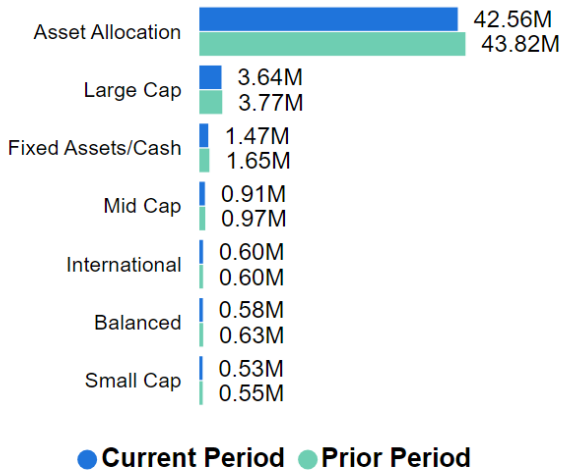
Allocation

Asset Class	Prior Period	Current Period
Asset Allocation	83.50%	83.87%
Balanced	1.20%	1.13%
Bonds	0.87%	0.86%
Fixed Assets/Cash	3.15%	2.90%
International	1.15%	1.19%
Large Cap	7.19%	7.18%
Mid Cap	1.85%	1.80%
Small Cap	1.05%	1.04%
Specialty	0.04%	0.03%

Asset Balances & Participant Counts

Asset Class	Prior Period $	Current Period $	Change $	Prior Period #	Current Period #	Change #
Asset Allocation	$43,822,789	$42,555,505	($1,267,285)	1,484	1,397	-87
Balanced	$627,791	$575,416	($52,375)	20	18	-2
Bonds	$454,648	$437,804	($16,844)	56	56	0
Fixed Assets/Cash	$1,654,795	$1,469,835	($184,960)	73	70	-3
International	$604,993	$602,023	($2,970)	52	52	0
Large Cap	$3,771,339	$3,643,740	($127,599)	82	82	0
Mid Cap	$972,527	$914,173	($58,353)	64	65	1
Small Cap	$552,597	$526,396	($26,200)	56	56	0
Specialty	$18,920	$16,356	($2,564)	6	6	0

Fund Type - Period Trend



% of Balance by Asset Class & Age

	29 & Under		30-39		40-49		50-59		60 & Over	
Asset Class	$	%	$	%	$	%	$	%	$	%
Asset Allocation	$1,480,845	99.4%	$6,217,469	99.2%	$11,540,717	92.3%	$12,046,929	84.2%	$11,269,544	69.7%
Balanced	$0	0.0%	$199	0.0%	$80,142	0.6%	$208,561	1.5%	$286,514	1.8%
Bonds	$164	0.0%	$456	0.0%	$46,451	0.4%	$93,794	0.7%	$296,939	1.8%
Fixed Assets/Cash	$7,532	0.5%	$26,511	0.4%	$53,872	0.4%	$473,866	3.3%	$908,053	5.6%
International	$0	0.0%	$5,138	0.1%	$70,394	0.6%	$216,360	1.5%	$310,131	1.9%
Large Cap	$772	0.1%	$11,619	0.2%	$467,341	3.7%	$830,058	5.8%	$2,333,951	14.4%
Mid Cap	$148	0.0%	$3,319	0.1%	$155,135	1.2%	$277,859	1.9%	$477,713	3.0%
Small Cap	$59	0.0%	$2,208	0.0%	$92,320	0.7%	$161,228	1.1%	$270,582	1.7%
Specialty	$0	0.0%	$190	0.0%	$2,241	0.0%	$6,363	0.0%	$7,561	0.0%
Total	**$1,489,519**	**100.0%**	**$6,267,108**	**100.0%**	**$12,508,614**	**100.0%**	**$14,315,018**	**100.0%**	**$16,160,988**	**100.0%**

This data is a snapshot as of 9/30/2026

Fund Balances & Utilization

Q2-2026 vs. Q3-2026
COMMUNITY ACTION PARTNERSHIP OF KERN
401A & 403B

Investment Name	Ticker	Prior Period $	Current Period $	Change $	Prior Period #	Current Period #	Change #
AmFds 2045 TrgtDtRtrmt R6	RFHTX	$8,063,870	$7,840,080	($223,790)	202	192	-10
AmFds 2035 TrgtDtRtrmt R6	RFFTX	$5,656,635	$5,575,251	($81,384)	131	128	-3
AmFds 2040 TrgtDtRtrmt R6	RFGTX	$5,663,155	$5,240,638	($422,517)	151	142	-9
AmFds 2030 TrgtDtRtrmt R6	RFETX	$4,937,183	$4,705,035	($232,149)	129	126	-3
AmFds 2050 TrgtDtRtrmt R6	RFITX	$4,560,460	$4,512,587	($47,873)	228	206	-22
AmFds 2060 TrgtDtRtrmt R6	RFUTX	$3,334,677	$3,409,559	$74,882	299	277	-22
AmFds 2025 TrgtDtRtrmt R6	RFDTX	$3,706,234	$3,396,200	($310,033)	86	79	-7
AmFds 2055 TrgtDtRtrmt R6	RFKTX	$2,640,874	$2,623,209	($17,665)	207	195	-12
AmFds 2020 TrgtDtRtrmt R6	RRCTX	$2,571,009	$2,527,936	($43,073)	43	41	-2
Ptnm LgCap Val R6	PEQSX	$1,609,719	$1,548,782	($60,937)	57	55	-2
Nationwide True-Flex Fund		$1,654,795	$1,469,835	($184,960)	73	70	-3
Ptnm Dynmc AsstAlloc Bal Y	PABYX	$1,396,030	$1,388,761	($7,269)	44	44	0
BlkRk iS S P 500 Indx K	WFSPX	$1,389,217	$1,350,633	($38,584)	49	50	1
Ptnm Dynmc AsstAlloc Gr Y	PAGYX	$1,026,746	$1,025,470	($1,276)	10	10	0
JPM LgCap Gr R6	JLGMX	$772,403	$744,325	($28,078)	62	60	-2
Virtus KAR MdCap Cor R6	VRMCX	$785,348	$728,210	($57,138)	54	53	-1
Ptnm DynmcAsstAllocCnsrv Y	PACYX	$627,791	$575,416	($52,375)	20	18	-2
AmFds New Wld R6	RNWGX	$510,332	$504,753	($5,579)	43	43	0
Vngrd Ttl Bnd Mkt Idx Adm	VBTLX	$454,648	$437,804	($16,844)	56	56	0
AmFds 2065 TrgtDtRtrmt R6	RFVTX	$265,916	$310,778	$44,863	88	89	1
DFA US SmCap Val Inst	DFSVX	$312,332	$300,097	($12,235)	51	50	-1
Vngrd Explr Adml	VEXRX	$240,265	$226,300	($13,965)	33	34	1
Vngrd Mid-Cap Idx Fd AS	VIMAX	$122,343	$123,333	$990	13	15	2
Avnts Intl Eq Inst	AVDEX	$94,661	$97,270	$2,609	9	9	0
MFS MdCap Val R6	MVCKX	$64,835	$62,629	($2,206)	13	13	0
CohenStrs Inst Real	CSRIX	$18,920	$16,356	($2,564)	6	6	0

Fund Activity

Q2-2026 vs. Q3-2026
COMMUNITY ACTION PARTNERSHIP OF KERN
401A & 403B

Fund Name	Beginning Balance	Contributions	Loan Activity	Exchanges	Distributions	Fees	Adjustments	Gain/Loss	Ending Balance
AmFds 2045 TrgtDtRtrmt R6	$8,063,870	$167,247	$755	$0	($260,142)	($7,796)	$0	($123,855)	$7,840,080
AmFds 2035 TrgtDtRtrmt R6	$5,656,635	$89,037	($2,087)	$0	($61,753)	($5,679)	$0	($100,902)	$5,575,251
AmFds 2040 TrgtDtRtrmt R6	$5,663,155	$111,250	$819	$0	($442,382)	($5,398)	$0	($86,806)	$5,240,638
AmFds 2030 TrgtDtRtrmt R6	$4,937,183	$137,558	($2,325)	$0	($268,803)	($4,816)	$0	($93,763)	$4,705,035
AmFds 2050 TrgtDtRtrmt R6	$4,560,460	$170,913	($7,759)	$0	($137,167)	($4,542)	$0	($69,318)	$4,512,587
AmFds 2060 TrgtDtRtrmt R6	$3,334,677	$193,432	($3,823)	$0	($59,442)	($3,387)	$0	($51,899)	$3,409,559
AmFds 2025 TrgtDtRtrmt R6	$3,706,234	$44,880	$0	$0	($279,042)	($3,507)	$0	($72,364)	$3,396,200
AmFds 2055 TrgtDtRtrmt R6	$2,640,874	$123,977	$3,925	($15,368)	($86,800)	($2,709)	$0	($40,689)	$2,623,209
AmFds 2020 TrgtDtRtrmt R6	$2,571,009	$32,106	$0	$0	($19,158)	($2,521)	$0	($53,501)	$2,527,936
Ptnm LgCap Val R6	$1,609,719	$2,778	$12	($162)	($102,229)	($1,561)	$5,211	$35,013	$1,548,782
Nationwide True-Flex Fund	$1,654,795	$11,921	$577	$62	($210,332)	($1,506)	$0	$14,318	$1,469,835
Ptnm Dynmc AsstAlloc Bal Y	$1,396,030	$11,877	$0	$0	($4,238)	($1,371)	$5,731	($19,267)	$1,388,761
BlkRk iS S P 500 Indx K	$1,389,217	$16,613	$193	$5,378	($91,405)	($1,343)	$3,550	$28,431	$1,350,633
Ptnm Dynmc AsstAlloc Gr Y	$1,026,746	$6,543	$0	$0	($5,094)	($1,012)	$0	($1,713)	$1,025,470
JPM LgCap Gr R6	$772,403	$6,701	$183	$195	($20,309)	($709)	$0	($14,140)	$744,325
Virtus KAR MdCap Cor R6	$785,348	$4,353	$4	($1)	($17,415)	($741)	$0	($43,338)	$728,210
Ptnm DynmcAsstAllocCnsrv Y	$627,791	$3,727	$0	$0	($41,535)	($584)	$3,385	($17,369)	$575,416
AmFds New Wld R6	$510,332	$2,890	$0	$4,611	($5,229)	($494)	$0	($7,356)	$504,753
Vngrd Ttl Bnd Mkt Idx Adm	$454,648	$4,351	$205	$80	($5,415)	($436)	$4,694	($20,323)	$437,804
AmFds 2065 TrgtDtRtrmt R6	$265,916	$60,621	$126	$0	($11,115)	($293)	$0	($4,476)	$310,778
DFA US SmCap Val Inst	$312,332	$1,589	$7	($96)	($4,798)	($305)	$857	($9,489)	$300,097
Vngrd Explr Adml	$240,265	$2,127	$0	$2,152	($217)	($226)	$0	($17,802)	$226,300
Vngrd Mid-Cap Idx Fd AS	$122,343	$1,022	$0	$3,173	$0	($123)	$448	($3,530)	$123,333
Avnts Intl Eq Inst	$94,661	$1,162	$20	($11)	$0	($96)	$0	$1,534	$97,270
MFS MdCap Val R6	$64,835	$166	$4	($71)	$0	($64)	$0	($2,241)	$62,629
CohenStrs Inst Real	$18,920	$144	$0	$59	($1,619)	($18)	$105	($1,235)	$16,356
Total	**$52,480,398**	**$1,208,983**	**($9,166)**	**$0**	**($2,135,635)**	**($51,236)**	**$23,983**	**($776,079)**	**$50,741,247**

Loans

Active Loan Balance

$197,873

$207,761	($9,888)
Prior Period	Change

Active Loans

42

47	-5
Prior Period	Change

Loan Disbursements

($33,295)

($29,768)	($3,527)
Prior Period	Change

New Loans

5

12	-7
Prior Period	Change

Loan Payments

$24,129

$19,531	$4,599
Prior Period	Change

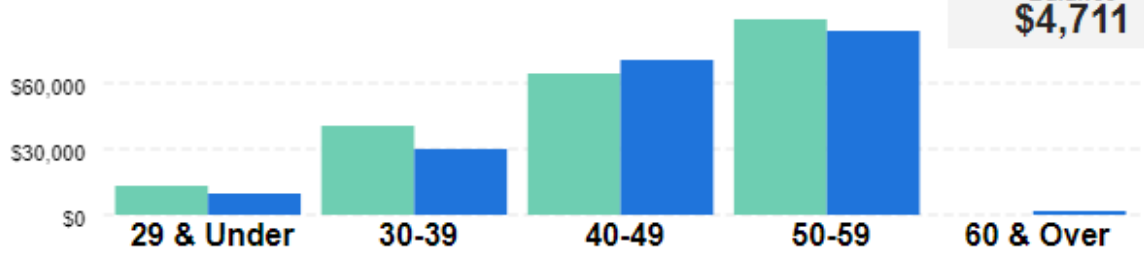
Closed Loans

2

0	2
Prior Period	Change

Active Loan Balance and Count by Age

Current Avg Loan Balance
$4,711



	29 & Under	30-39	40-49	50-59	60 & Over
Prior Period Balance	$13,592	$40,325	$64,575	$89,269	$0
Current Period Balance	$10,096	$30,460	$71,149	$84,167	$2,000
Prior Period Count	7	13	8	19	0
Current Period Count	5	10	9	17	1

	Prior Period		Current Period	
Status	Balance	Count	Balance	Count
Active	**$207,761**	**47**	**$197,873**	**42**
General Purpose Loan	$207,761	47	$197,873	42
Default	**$37,227**	**10**	**$60,753**	**18**
General Purpose Loan	$37,227	10	$60,753	18
Total	**$244,987**	**57**	**$258,626**	**60**

This data is a snapshot as of 9/30/2026

Enablement & Engagement

Q2-2026 vs. Q3-2026
COMMUNITY ACTION PARTNERSHIP OF KERN
401A & 403B

Plan

eDelivery	Enabled
Income America	Not Enabled
Indexed Principal Protection (IPP)	Not Enabled
Lifetime Income Builder (LIB)	Not Enabled
Loans	Enabled
My Income & Retirement Planner (MIRP)	Enabled
My Investment Planner (MIP)	Enabled
Online Beneficiary Updating	Enabled
Online Contribution Change	Enabled
Online Distribution Requests	Enabled
Online Enrollment	Not Enabled
Online Investment Election Change	Enabled
Participant Auto Asset Rebalance	Enabled
Participant Auto Contribution Increase	Enabled
Participant Auto Enrollment	Not Enabled
ProAccount	Not Enabled
Self Directed Brokerage Accounts (SDBA)	Not Enabled

*Plan Enablement data is as of 10/8/2026

Participant

eDelivery

1,979	87%	63%
Accounts	Adoption	Benchmark*

Beneficiaries On File

282	12%	62%
Accounts	Of Account	Benchmark*

Participant Online Accounts

1,562	69%	68%
Accounts	Adoption	Benchmark*

*Historical Participant Online Account data not available before Q3-2025.

Emails on File

2,196	97%	84%
Have Email	Of Accounts	Benchmark*

Paperless Distributions

24	18%	68%
Transactions	Adoption	Benchmark*

Paperless Enrollments

0	0%	61%
Transactions	Of Enrollments	Benchmark*

*Benchmarking data is representative of all plans that are administrated on a proprietary platform.

My Income & Retirement Planner

209	23%	76%	80%
Onboarded #	Onboarded %	Average Chance of Success	Goal Chance of Success

*Historical My Income & Retirement Planner data not available before Q3-2025.

This data is a snapshot as of 9/30/2026

COMMUNITY ACTION PARTNERSHIP OF KERN

Plan Performance Report

TRENDING DATA

Nationwide®

Assets & Participants

TRENDING DATA
COMMUNITY ACTION PARTNERSHIP OF KERN
401A & 403B

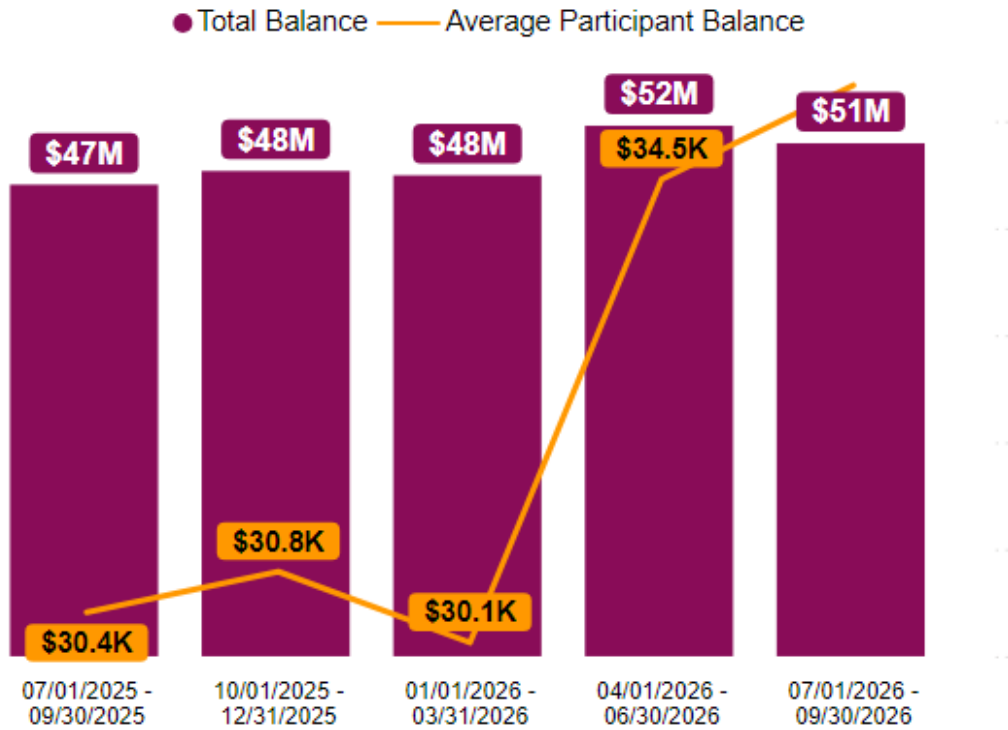
Assets

Plan Balance

Total plan assets had a change of **9%** from initial period.

Participant Balance

Average participant balance had a change of **16%** since initial period.



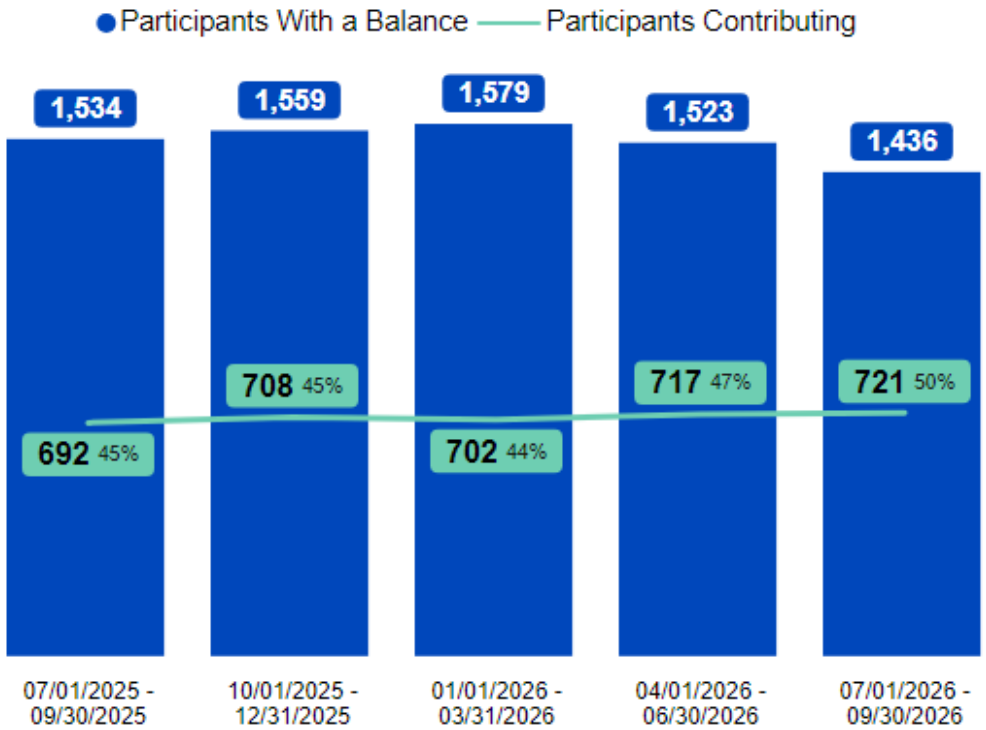
Participants

Participants

Participants with a balance had a change of **-6%** since initial period.

Contributing

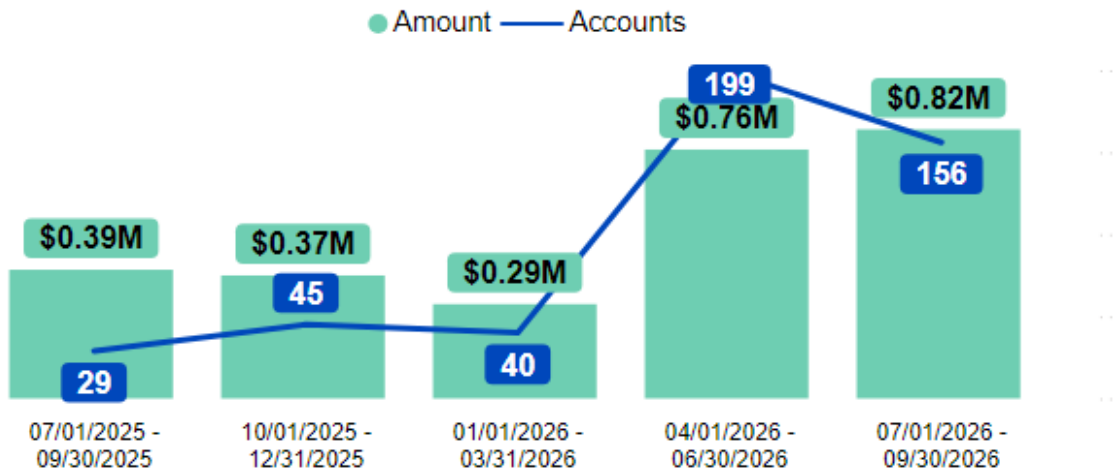
Participants contributing had a change of **5%** from the initial period.



This data is a snapshot as of 9/30/2026

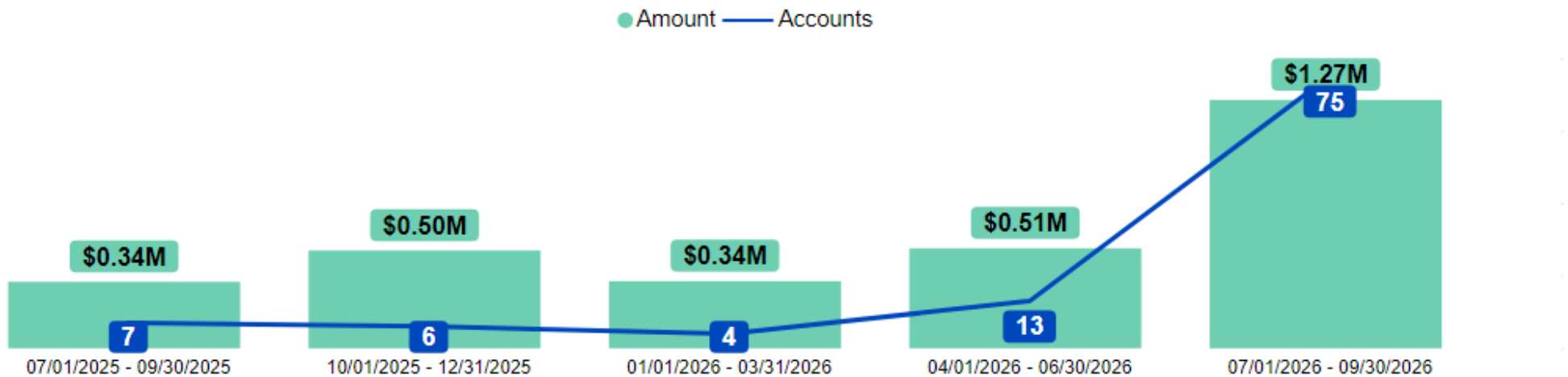
Distributions

Participant Distributions



Top 10 Distribution Types	Amount	Count
Termination	$1,981,069	247
Forfeiture Distribution	$290,286	172
Hardship	$126,521	11
Death	$76,942	8
Retirement	$71,056	1
In-Service	$32,050	7
Disability	$30,367	1
RMD	$19,131	10
In-Service - Rollover Sources	$5,000	1
RMD Supplemental	$175	2
Total	**$2,632,598**	**439**

External Rollovers



This data is a snapshot as of 9/30/2026

Loans

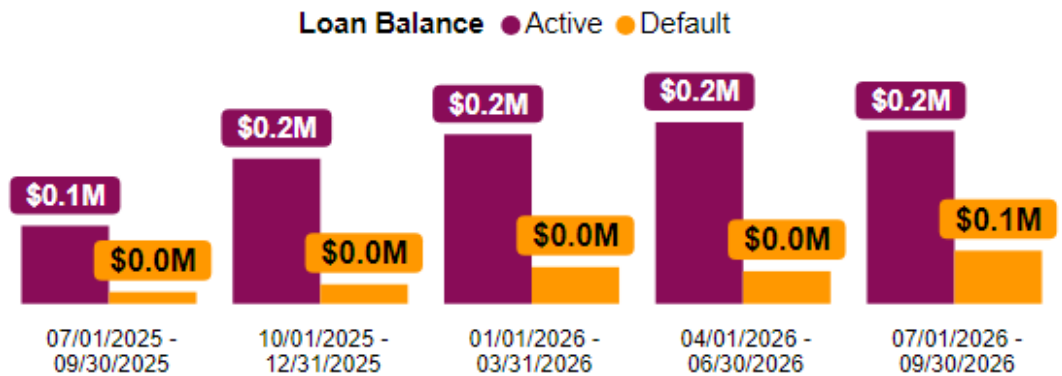
All Loans

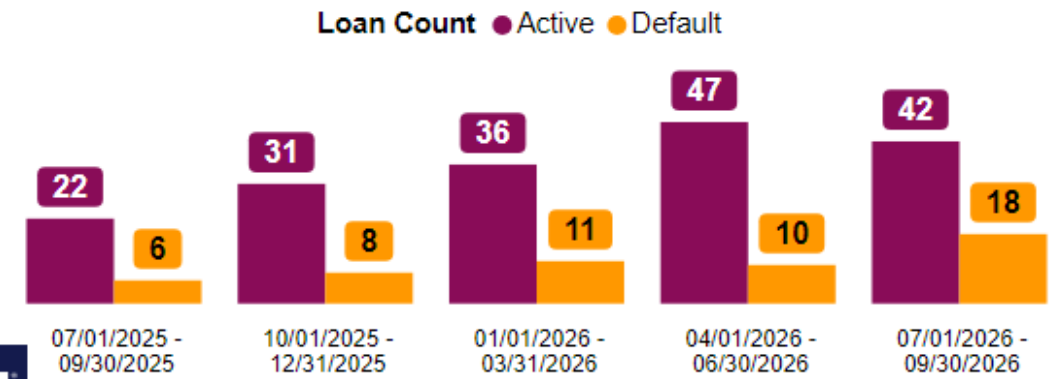
Active

The average active loan balance is **$4,711** this period compared to **$4,057** in the initial period.

Default

The average default loan balance is **$3,375** this period compared to **$2,241** in the initial period.





This data is a snapshot as of 9/30/2026

New Loans

Total

There were **5** new loans this period compared to **5** new loans during the initial period.

Type

General purpose loans made up **100%** of loans this period compared to **100%** in the initial period.

Current Period	Amount
General Purpose Loan	$32,766
Total	$32,766



Initial Period	Amount
General Purpose Loan	$46,816
Total	$46,816



Plan Performance Report

GLOSSARY



Glossary of Terms

Term	Description
Asset Balance	Assets held in participant accounts, excluding Self-Directed Brokerage Account (SDBA) assets and outstanding loans.
Average Participant Balance	The average account value among participants whose balance is greater than $0. Includes Self-Directed Brokerage Account (SDBA) assets but excludes outstanding loans.
Contributions	Assets deposited into the plan during the reporting period.
Default Loan	When required repayments are missed by quarter-end, the loan enters default at the next quarter-end. The unpaid principal and accrued interest are tax-reported for the calendar year in which the default occurs.
Distributions	Assets withdrawn from the plan during the reporting period.
Loan Disbursements	Total amount of loan disbursements issued during the reporting period. This figure is not included in the overall Distributions total.
Loan Payments	Total amount of loan repayments made during the reporting period. This figure is not included in the overall Contributions total.
Median Participant Balance	The median account value among participants whose balance is greater than $0. Includes Self-Directed Brokerage Account (SDBA) assets but excludes outstanding loans.
New Enrollments	Number of new participant accounts added to the plan during the reporting period.
Participants Contributing	Number of participants who contributed to the plan at any point during the reporting period.
Participants With A Balance	Number of participants with a balance greater than $0 at the end of the reporting period.
Rollovers In	Assets transferred into the plan from external retirement accounts.
Rollovers Out	Assets transferred out of the plan to external retirement accounts.
SDBA Balance	Assets held in Self-Directed Brokerage Accounts (SDBA), which allow participants to invest beyond the core retirement offerings while remaining within the plan and retaining tax advantages.
Transfers In	Assets transferred into the plan from a side-by-side provider.
Transfers Out	Assets transferred out of the plan to a side-by-side provider.

MEMORANDUM

To: Audit & Pension Committee

From: Susana Magana, Director of Health & Nutrition
Laura Porta, MCAP Administrator
Sylvia Ortega, Head Start/ State Child Development QA Administrator

Date: November 13, 2026

Subject: Agenda Item: 4c CDSS Contract Monitoring Report CMAP, CMIG and CCTR – **Info Item**

The California Department of Social Services Child Care and Development Division conducted an onsite Contract Monitoring Review of the CMAP, CCTR, and CMIG contracts at the CAPK administrative office building on April 20–24, 2026. The audit team requested 40 files to review: 15 direct service center-based files for CCTR and CMIG and 25 Alternative Payment CMAP contract files.

Summary of Audit Findings:
The Contract Monitoring Tool covers 23 review areas, CCD 01–CCD 23. CCD 19 does not apply to the CMAP, CCTR, and CMIG programs audited.

CMAP Alternative Payment
Met requirements in all applicable review areas. Auditors highlighted Promising Practices in:

- CCD 01 – Family Eligibility
- CCD 04 – Compliance with Due Process
- CCD 05a – Attendance and Provider Payment

CCTR/CMIG Direct Service
Did not meet requirements in the following review areas:

- CCD 01 – Family Eligibility
- CCD 02 – Need Verification
- CCD 04 – Compliance with Due Process
- CCD 05b – Attendance and Provider Payment

Auditors highlighted Promising Practices in:

- CCD 07 – Parent Involvement and Education
- CCD 08 – Health and Social Services
- CCD 11 – Staff and Child Ratios

Error Rate Summary
Error rates of 10% or higher trigger an Error Rate Reduction/Continuous Improvement Plan. The plan was submitted by the July 10, 2026 due date.

- Alternative Payment CMAP: 0%
- Direct Service CCTR and CMIG: 13%

Attachments:
CDSS-Child Care and Development Division Contract Monitoring Report
Error Rate Reduction/Continuous Improvement Plan

California Department of Social Services
Child Care and Development Division

Bureau Chief Initials	Date
Logged by	**Date**

Contract Monitoring Report

Continuous Improvement Plan	☒ **Yes** ☐ **No**
Error Rate Reduction Plan	☒ **Yes** ☐ **No**

Contractor/Vendor Number	***Community Action Partnership of Kern/Y320***	
County	Kern	Pilot: ☐ Yes ☒ No
Date(s) of Review	***April 21-24, 2026***	
Contract Types	CCTR, CMIG, CMAP	
CCD Reviewer(s)	Marijayne Patterson, Patricia Rodriguez	
Sites Reviewed	Sterling CDC, Shafter EHS, Angela Martinez	
Agency Representatives	Sylvia Ortega	
Date of Exit Meeting	May 26, 2026	
Continuous Improvement Plan	Person Responsible:	
	Due Date:	

Continuous Improvement Plans are to be completed and submitted to the consultant reviewer within 45 calendar days.

Error Rate Review Summary

☒ Error Rate Review Completed ☐ Not Applicable		
Error Rate Percentage	**Direct Service:** 13%	**Alternative Payment:** 0%
Program Integrity and Improvement Reviewer(s)	Adam Roach, Kevin Tang	
Error Rate Reduction Plan Due Date	July 10, 2026	

(08/25)

California Department of Social Services
Child Care and Development Division

Monitoring Summary

Monitoring Tool	Not Applicable*	Met	Unmet	Continuous Improvement Plan	Technical Assistance	Previously Unmet	Promising Practice
CCD 01: Family Eligibility	☐	☐	☒	☐	☒	☐	☐
CCD 02: Child Need Verification	☐	☒	☐	☐	☒	☐	☐
CCD 03: Correct Fee Assessed	☐	☒	☐	☐	☐	☐	☐
CCD 04: Compliance with Due Process	☐	☐	☒	☐	☒	☐	☐
CCD 05a: Attendance and Provider Payments	☐	☒	☐	☐	☐	☐	☐
CCD 05b: Attendance and Provider Payments	☐	☐	☒	☐	☒	☐	☐
CCD 06: Family Selection & Enrollment Activities	☐	☒	☐	☐	☐	☐	☐
CCD 07: Parent Involvement and Education	☐	☒	☐	☐	☐	☐	☒
CCD 08: Health and Social Services	☐	☒	☐	☐	☐	☐	☒
CCD 09: Suspension and Expulsion Procedures	☐	☒	☐	☒	☒	☐	☐
CCD 10: Site Licensure and License Exempt	☐	☒	☐	☐	☐	☐	☐
CCD 11: Staff-Child Ratios	☐	☒	☐	☒	☒	☐	☒
CCD 12: Environment Rating Scale	☐	☒	☐	☐	☒	☐	☐
CCD 13: Nutritional Needs	☐	☒	☐	☐	☐	☐	☐
CCD 14: Desired Results and Education Program	☐	☒	☐	☐	☐	☐	☐
CCD 15: Qualified Staff and Director	☐	☒	☐	☐	☐	☐	☐
CCD 16: Staff Development/Provider Support	☐	☒	☐	☐	☐	☐	☐
CCD 17: Inventory Records	☐	☒	☐	☐	☐	☐	☐
CCD 18: Program Self-Evaluation	☐	☒	☐	☐	☐	☐	☐
CCD 19: Family Child Care Education Network	☒	☐	☐	☐	☐	☐	☐
CCD 20: Contractor Policies	☐	☒	☐	☒	☒	☐	☐
CCD 21: Fiscal Reporting	☐	☒	☐	☐	☐	☐	☐
CCD 22: Annual Fiscal Audit	☐	☒	☐	☐	☐	☐	☐
CCD 23: Child Development Data Reporting	☐	☒	☐	☐	☐	☐	☐

Not Applicable* Does not apply to contracts held
Technical Assistance* Some Technical Assistance requires action

California Department of Social Services
Child Care and Development Division

Glossary of Terms

Met	The Contractor provided sufficient evidence to demonstrate the agency is meeting CDSS Child Care and Development program regulations and contractual requirements. Contractors can meet requirements and still have Technical Assistance and/or a Continuous Improvement Plan (CIP)
	Monitoring items CCD 01-05b are Met for PII if the Error Rate Percentage falls under the 10% threshold **and** the same type of error is not found in more than 25% of the files reviewed.
Unmet	The Contractor did not provide sufficient evidence to demonstrate that it has satisfactorily met CDSS Child Care and Development program regulations and contractual requirements. Any areas identified as Unmet require a Continuous Improvement Plan (CIP).
	Monitoring items CCD 01-05b may be Unmet for PII if the Error Rate Percentage falls at or above the 10% threshold **and/or** more than 25% of the files reviewed have the same type of error.
T/A	Contractor receives guidance on areas that were not fully supported by evidence. Adjustments to the system or practice are described to the agency in the Contract Monitoring Report. Some areas identified as Technical Assistance may require a Continuous Improvement Plan (CIP)
CIP	A Continuous Improvement Plan is a contractor's detailed action plan to address areas that do not have sufficient evidence to support that a contractor has met program regulations and contractual requirements. Areas addressed through this plan will be supported and monitored with assigned PQIB Consultant or Program Integrity Analyst.
ERRP	An Error Rate Reduction Plan (ERRP) is a plan that assists the contractor to analyze, correct, and validate the processes necessary to ensure compliance when a contractor's error rate exceeds the threshold percentage. This plan will be supported and monitored with the assigned PII Analyst. If an ERRP is not activated by the Error Rate Percentage threshold, Unmet areas will be addressed on the contractor's CIP.

Subcontractor Information

Subcontractor(s) ☐ Yes ☒ No	Number of subcontracted sites N/A	Subcontract(s) approved by CCDD ☐ Yes ☐ No	

Program Director/Executive Director		
Consultant Reviewer	*Marijayne Patterson*	April 24, 2026
Program Integrity and Improvement Staff		

☒ Action Required

☐ Not Applicable ☐ Met ☒ Unmet ☐ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 01: Family Eligibility

Regulation: Families with children enrolled in the program have met the eligibility requirements of that contract, and the required documentation is complete. A family data file has been established for each family. The eligibility duration is for no less than 24 months for the initial certification and recertification. WIC sections 10260, 10271, 10271(h), 10271.5., 10271.7, 5 CCR sections 18078, 18081, 18082.2, 18083, 18083.1, 18084, 18084.1, 18085, 18090, 18091	**Promising Practices:** CMAP: The contractor utilizes a thorough income calculation process with a specialized form that allows staff to collect a minimum two months' worth of income in the 12-month window preceding certification. In addition, the calculation worksheet allows staff to code income sources to determine what percentage of the family's income is from an agricultural source. **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

General Child Care & Development/Migrant Child Care and Development Program (CCTR/CMIG)

Improper Payment

Based on the review of 15 CCTR family data files, one (1) family data files contained Improper Payments in Family Eligibility.

In one (1) family data file the self-certification of income is missing for both parents who are seeking employment.

☒**Unmet Requirement:**
This item will require a ERRP administered by the assigned FIMS Analyst.

☒**Technical Assistance:**
The parent shall obtain and provide documentation of the family's total countable income for the purposes of determining whether a family is income eligible and/or assessing the appropriate family fee, as applicable. The parent(s) shall provide documentation of total countable income for all the individuals counted in the family size. If the parent does not have income from employment, the parent shall provide a self-certification of income as defined in section 18078.
5 CCR Section 18084(a)(4)

Administrative Errors

Based on review of 15 CCTR family data files, one (1) family data file contained Administrative Errors in Family Eligibility.

In one (1) family data file income was miscalculated due to not including overtime wages in the gross pay. Additionally, there was a transcription error on the income calculation worksheet. However, the errors did not affect eligibility or family fee.

☐**Unmet Requirement:**
☐**Unmet Requirement:** NA
☒**Technical Assistance:**
When a family experiences income fluctuation, as defined in 5 CCR Section 18078(n), the adjusted monthly income shall be determined by averaging the total countable income from at least two months, as applicable based on the income provided, to determine average adjusted monthly income for purposes of determining income eligibility or calculating a family fee. A family may choose to provide up to the 12 preceding months of income if the additional time of income provided contributes to an affirmative eligibility determination and or reduced applicable family fee. 5 CCR Section 18084.1; CCB 23-28

Migrant Child Care Alternative Payment Program (CMAP)

Improper Payment

Based on the review of 25 CMAP family data files, no family data files contained Improper Payments in Family Eligibility.

Administrative Errors

Based on review of 25 CMAP family data files, no family data files contained Administrative Errors in Family Eligibility.

☐**Unmet Requirement:**
☐**Technical Assistance:**

Technical Assistance

The contractor shall explore alternatives in documenting the provision of the Schedule of Income Ceiling eligibility table to parents that are certified or recertified on the basis of income eligibility. Currently, the contractor provides the table in the enrollment package, but there is no documentation of the receipt of this package. Alternative methods to ensure this requirement is met may include, but are not limited to: including the SMI table in the parent handbook for which there is a signed acknowledgement of receipt or including the table on the income calculation worksheet. 5 CCR 18082(a)(2)

The contractor is advised that to further clarify guidance from CCB 24-21, it is understood that if a parent requests reinstatement to their original service level after voluntary disenrollment, the parent is limited within the timeline of their original certification period to make said request. For example, if a family is certified for 24-months of eligibility beginning August 1, 2024, and voluntarily disenrolls for services effective September 30, 2025, they are allowed until July 30, 2026 to request reinstatement to their original service level at which time they shall be accommodated with an extension of their certification period to ensure they may utilize the remaining 10-months in their original certification period.

CCB 24-21

☒ Action Required

☐Not Applicable ☐ Met ☒ Unmet ☐ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 02: Child Need Verification

Regulation: Families with children enrolled have met the need requirements. Certified hours of childcare correspond to the need of the parent/caretaker, as documented by the contractor at the initial certification and recertification or at the voluntary request of the family to increase or decrease the hours of need status. WIC sections 10260, 10271, 10271.5., 5 CCR sections 18078, 18081, 18083, 18085.5, 18086, 18086.1, 18086.5, 18086.6, 18087, 18088, 18090, 18091, 18092, 18191	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

CCTR/CMIG

Improper Payment

Based on the review of 15 CCTR family data files, one (1) family data files contained Improper Payments in Need Verification.

In one (1) family data file the contractor certified parent A for job seek Monday-Friday and parent B for employed Thursday-Saturday. Care was approved based on parent A's need schedule only. 20 Full-time days were claimed for the sample month when it should been 9 Part-time days.

☐**Unmet Requirement:** NA
☒**Technical Assistance:**
Subsidized early learning and care services shall only be available to the extent to which there is no parent in the family available and capable of providing care for the family's child(ren) during the time care is requested.
5 CCR Section 18085

Administrative Errors

Based on review of 15 CCTR family data files, two (2) family data files contained Administrative Errors in Need Verification.

In two (2) family data files the travel hours were not requested by the parent but authorized; however, it did not affect the sample month's subsidy amount.

☐**Unmet Requirement:** NA
☒**Technical Assistance:**

If additional services are requested for travel time and/or sleep time to support employment, the time authorized shall be calculated as follows: travel time to and from the location at which services are provided and the place of employment, not to exceed half of the daily hours authorized for employment, to a maximum of four hours per day.
5 CCR Section 18086(d)(1)

CMAP

Improper Payment

Based on the review of 25 CMAP family data files, no family data files contained Improper Payments in Need Verification.

Administrative Errors

Based on review of 25 CMAP family data files, no family data files contained Administrative Errors in Need Verification.

☐**Unmet Requirement: NA**

☐**Technical Assistance: NA**

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 03: Correct Fee Assessed

Regulation: Families with children enrolled are assessed the correct monthly fee according to the current Family Fee Schedule with the exception of families/children certified with cash aid, CPS/At-risk with referral (Waiver), and CHAN. WIC sections 10260, 10271, 10271.5., 5 CCR sections 18078, 18082.3, 18084, 18084.1, 18094, 18108-18116, 18409, 18409.3, 18410.3, 18424, 18425.3	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

CCTR/CMIG

Improper Payment

Based on the review of 15 CCTR family data files, no family data files contained Improper Payments in Correct Fee Assessed.

☐**Unmet Requirement:** NA
☐**Technical Assistance:** NA

Administrative Errors

Based on review of 15 CCTR family data files, no family data files contained Administrative Errors in Correct Fee Assessed.

☐**Unmet Requirement:** NA
☐**Technical Assistance:** NA

CMAP

Improper Payment

Based on the review of 25 CMAP family data files, no family data files contained Improper Payments in Correct Fee Assessed.

☐**Unmet Requirement:** NA
☐**Technical Assistance:** NA

Administrative Errors

Based on review of 25 CMAP family data files, no family data files contained Administrative Errors in Correct Fee Assessed.

☐**Unmet Requirement:** NA
☐**Technical Assistance:** NA

☒ Action Required

☐Not Applicable ☐ Met ☒ Unmet ☐ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 04: Compliance with Due Process

Regulation: The contractor complies with the program's due process requirements, including: (1) providing parents with written information regarding their responsibility to comply with program rules; (2) issuing a notice of action where appropriate; and (3) establishing procedures for parental appeal of any contractor's decision contained in the notice of action. *WIC* Section 10271; 5 *CCR* Sections 18094, 18095, 18118–18122	**Promising Practices:** CMAP: A Notice of Action was reviewed that notified the family that their originally certified care schedule had decreased due to the provider closing on Saturdays. Section 7 of the Notice informed the parent of their right to select a different provider that is able to accommodate all days of their certified need. **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☐ Notice of Action (NOA) is complete and provided to the parent within 30 calendar days from the date the Application for Services was signed by the parent(s).
☐ Parents informed of appeal rights. NOA has appeal procedures and hearing officer's contact information.
☐ If applicable, provide the most recent Notice of Action along with local parent appeal.

CCTR

Unmet Requirement

Based on review of 15 CCTR family data files, fifteen (15) family data files contained an Unmet Requirement error in Compliance with Due Process.

In fifteen (15) family data files in Section VII of the Notice of Action, the contractor requires the parent to report income changes within 5 days if income exceeds the 85% threshold.

☒**Unmet Requirement:**
This item will require a ERRP administered by the assigned FIMS Analyst.

☒**Technical Assistance:**
The requirement to notify the contractor, within 30 calendar days, of any current and on-going income change that causes the family's adjusted monthly income, adjusted for family size, to exceed this maximum amount.
5 CCR Section 18082.2(B)

CMAP

Unmet Requirement

Based on the review of 25 CMAP family data files, one (1) family data file contained Unmet Requirements in Compliance with Due Process.

In one (1) family data file, the contractor did not mail or deliver a NOA within 30 calendar days from the date the application for services was signed by the parent.

☐**Unmet Requirement:** NA

☒**Technical Assistance:**

The contractor shall mail or deliver a completed Notice of Action, Application for Services to the parents within thirty (30) calendar days from the date the application is signed by the parent(s) in accordance with Sections 18094 and 18095 of this Division.
5 CCR Section 18118

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 05a: Attendance and Provider Payments

Regulation: The program has policies and procedures that are consistent with statutes and regulations on verification of monthly attendance record, abandonment of care, overpayment and underpayment, program integrity and timely reimbursement. Contractors must reimburse providers using the appropriate Regional Market Rate based on the age of the child, certified need for child care, and the facility type. They must reimburse providers according to the applicable rate category that aligns with the child's certified hours of care. The definition of rate categories was updated in CCB 24-04. The program cannot unilaterally eliminate rate categories (such as hourly, daily, part-time weekly, fulltime weekly, part-time monthly or monthly rates) from consideration.

45 *CFR* 98.45(l) (1)(ii)), 45 *CFR* 98.45(l)(1)(ii))
WIC 10280, 5 *CCR* 18075

Promising Practices:
The contractor is making all efforts possible to mitigate the generic entry of arrival/departure times on attendance records, or block signing. Upon occurrence, contractor's staff calls providers, explains the requirement, and emphasizes the importance of accurately signing the child in/out.

When assessing attendance records for reimbursement, the contractor has a thorough process to mitigate dollars paid in error. Non-operational days are accurately tracked to ensure providers are not paid beyond the 10 allowable days, provider rate sheets are updated annually unless otherwise notated, and the evening/weekend care adjustment is carefully calculated.

Previously Unmet/ New practice:

Current Practice/Evidence Reviewed:

☐ Contractor has a process for timely provider payments and evidence reviewed verifies timely reimbursement.

☐ Contractor has a process for documentation of log or tracking system for paid non-operational days.

☐ Contractor has clear processes and timelines to resolve overpayment/underpayment issues, which shall include provider written consent to recover any overpayment.

☐ **Program Integrity:** Procedures conducted by the contractor to prevent fraud within attendance and enrollment reporting and provider payments.

CMAP

Improper Payment

Based on the review of 25 CMAP family data files, no family data files contained Improper Payments in Attendance and Provider Payments.

☐**Unmet Requirement:** NA
☐**Technical Assistance:** NA

Administrative Errors

Based on review of 25 CMAP family data files, one (1) family data file contained Administrative Errors in Attendance and Provider Payments.

In one (1) family data file, the attendance record was missing one departure time of the child from subsidized child care.

☐**Unmet Requirement:** NA

☐**Unmet Requirement:** NA

☒**Technical Assistance:**

Childcare providers authorized to provide services pursuant to this chapter shall submit to the alternative payment program a monthly attendance record or invoice for each child who received services that, at a minimum, documents the dates and actual times care was provided each day, including the time the child entered and the time the child left care each day.
WIC 10227.5(a)

☒ Action Required

☐Not Applicable ☐ Met ☒ Unmet ☐ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 05b: Attendance and Provider Payments

Regulation: The program has policies and procedures that are consistent with statutes and regulations on verification of excused absences and abandonment of care. Documentation of recording and reporting attendance records are consistent with certified hours of care that are established for the child/ parent/guardian. *WIC* Sections 10213.5, 10251; 5 *CCR* Sections 18065, 18066, 18066.5, 18067, 18068	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☐ Contractor Plan for Timely Provider Payments

☐ Documentation of reporting attendance records are consistent with certified hours of care

☐ Evidence of completed daily sign-in and sign/out records

☐ **Program Integrity:** Procedures conducted by the contractor to prevent fraud within attendance and enrollment reporting and provider payments.

CCTR/CMIG

Improper Payment

Based on the review of 15 CCTR family data files, two (1) family data files contained Improper Payments in Attendance and Provider Payments.

In one (1) family data file the contractor did not report the correct number of days of enrollment for the sample month. Child attended care on 1/2/26 which was the last day of care. 1/1/26 was closure day due to holiday. Both 1/1/26 and 1/2/26 were claimed reimbursement.

☐Unmet Requirement: NA

☒Technical Assistance:
If the basis of need as stated on the application for services is employment of the parent, the documentation of the parent's employment shall include the days and hours of employment. If the total number of hours worked each week is consistent, but the days and hours of employment vary, the documentation shall support the total number of hours worked each week. (2) Pay stubs that indicate the total hours of employment per pay period, as long as the hours generally correlate with the parent's requested number of hours needed each week.
5 CCR 18068 (a)(2)

Administrative Errors

Based on review of 15 CCTR family data files, four (4) family data files contained Administrative Errors in Attendance and Provider Payments.

In four (4) family data file the full signature is not used by the parent on the attendance sheet, other authorized adult, or staff person designated by the contractor.

☐**Unmet Requirement: NA**

☒**Technical Assistance:**
(b) One of the following persons shall enter the time of arrival and departure on a sign-in/sign-out sheet and, except as specified in Subsection (c) below, shall sign the sheet using their full signature:
(1) The parent or other adult authorized by the parent to drop off/pick up a child;
5 CCR Section 18065(b)

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 06: Family Selection and Enrollment Activities

Regulation:	**Promising Practices:**
Enrollment Activities: Families with children enrolled in the programs are selected according to the priorities of that program through the use of a waitlist or centralized list Contractors implement procedures to increase enrollment to fully utilize their contract and meet the needs of their identified service area. For CCTR and CMIG center-based programs: Implementation of CCB 25:13 *WIC* Sections 10271, 10272, 10272.5, 10273, 5 *CCR* Sections 18105–18107, 18131, 18133	**Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Contractor maintains wait list

☒ Review of the most recent enrollment verified the program enrolls in priority order

☒ System for ranking families in priority order

☒ For CCTR and CMIG only: Evidence of the identification of Dual Language Learners upon enrollment and recertification

☒The contractor has implemented the requirements of AB 393-WIC Section 10209.6. Y/N

☒Processes are in place for completing, collecting, and storing FLI and FL&II in child/family file. Y/N

☒FLI forms are being offered to all families at enrollment and recertification and in the family's primary language when a state translated form is available. Y/N

☒The contractor has processes and policies for conducting the staff designation process. Y/N

☒ Procedures for the contractor to maintain/ increase enrollment to meet capacity:

- Hiring and retaining qualified staff
- Hiring enrollment support staff, FCCHEN support, etc.
- Outreach within the community to enroll more families.
- Operations (hours, activities, food program, inclusiveness, materials in multiple languages, support services, etc.

Contractor utilizes Child Plus and NOHO to maintain separate waiting lists by contract type and ranking families in priority order.

CMAP utilizes NOHO for on the spot enrollment.

Most recent enrollment confirmed to be in priority order.

Dual language learners are identified and AB 393-WIC Section 10209.6 requirements met.

Contractor conducts community outreach, including enrolling in outlaying areas, to enroll more families and providing multiple languages.

Contractor hires qualified staff and enrollment support staff.

☐**Unmet Requirement:**

☐**Technical Assistance:**

Resources:

- **Child Care Bulletins (CCB 24-16) (CCB 25-13)**
- **CCDD DLL Webpage**
- **Quality Improvement Initiative Webpage**

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 07: Parent Involvement and Education

Regulation: There is a parent involvement and education component, including the sharing of program goals and structure with families. The program ensures that effective, two-way, comprehensive communication between staff and parents is carried out on a regular basis throughout the program year.
Completed Parent Teacher Conferences are reviewed in CCD 14.

WIC Sections 10207.5, 10208, 10240, 10250; 5 *CCR* Section 18275

Promising Practices:

Regional parent committee meetings.
Parents part of Agency Policy Council.

Previously Unmet/ New practice:

Current Practice/Evidence Reviewed:
☒ Documentation of a Parent Advisory Committee that advises the contractor on issues related to services to families and children
☒ Documentation of parent orientation and materials given to parents (must have minimum criteria from 5 *CCR* 18275 (b)(1))
☒ Evidence of parent education and involvement

All parents are members of the PAC. Regional parent committee meetings are conducted—covering all regions. Agency Policy Council has 25 spots with most of those being for parents. Training is conducted for all new members. Translation is provided. Reviewed documentation that demonstrated that the PAC advises the contractor on issues related to services to families and children.
Reviewed parent orientation materials.
Reviewed parent education materials: trainings, minutes, newsletters, and parent surveys.
Reviewed parent involvement activities: trainings, minutes, newsletters, emails, and parent surveys.

☐Unmet Requirement:

☐Technical Assistance:

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 08: Health and Social Services

Regulation: The program includes identification of the child or family health and social service needs and makes referrals to appropriate agencies for services. The program does follow-up to ensure that identified needs have been met. Educational supports for children with disabilities is reviewed in CCD 14. *WIC* Sections 10208, 10213.5, 10240; 5 *CCR* Sections 18276–18277	**Promising Practices:** Mobile Health Clinics for entire community. Mental Health consultant supports parents and staff. **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Evidence of the process used for identification of any health and social services needed by the family or for the child(ren)

☒ Evidence of the any referrals for a child and/or family to appropriate agencies in the community based on the health and social service needs

☒ Evidence that follow-up has occurred to ensure the family or child(ren)'s needs have been addressed

Contractor has an Intervention Team and works closely with Kern Regional Center.
Referrals are tracked in Child Plus.
Great case notes and support for parents and providers noted.
Mental Health consultant, Dr. Kirk provides strategies and goes to centers to support parents and staff.
Pyramid practices are used.
Mobile Health Clinics offered for the entire community—Dental Clinic served 91 children.
Family Referral form and follow up utilized. Internal policy is 10-day follow-up.
Family service workers follow up with many methods, including phone meetings.

☐Unmet Requirement:

☐Technical Assistance:

California Department of Social Services
Child Care and Development Division

☒ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☒ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 09: Suspension and Expulsion Procedures

Regulation: Prior to enacting suspension or expulsion actions, the program must implement required procedures to maintain the child's safe participation in the program (applicable to ages zero to five, up to the sixth birthday). The Contractor shall follow the process documented in WIC code 10491 and WIC code 10491.1. The program must adhere to due process requirements (within 180 days) prior to expelling a child due to behavior. See Appendix B and C.	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ List of local contacts or partners who will provide consultation, social service and/or mental health, or behavioral services for the program.

☒ Documentation of policies and procedures outlining suspension and expulsion and as to which behaviors would warrant an expulsion. These behaviors may include, but are not limited to physical aggression, property destruction, and self-injury.

☒ Evidence of procedures, supports, and mental health resources utilized in the event that a child needs additional supports in the classroom/home.

☐ Written Policies. Including a review of the appeal process directly to CCDDAppeals@dss.ca.gov in written policies.

Contractor has contacts for consultation.
Reviewed policies and procedures for suspension and expulsion.
Reviewed supports available.

☐Unmet Requirement:

☒Technical Assistance:

Add additional information to the parent handbook outlining your procedures to address persistent and serious behaviors, steps taken, and required documents. Include the parents' right to appeal directly to the Department at CCDDAppeals@dss.ca.gov.

Please send an updated Parent Handbook with required Suspension and Expulsion Procedures to Child Development Consultant, Marijayne Patterson, Marijayne.Patterson@dss.ca.gov by July 10, 2026.

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 10: Site Licensure and License Exempt

Regulation: Each site/home has a current license issued by the authorized licensing agency unless the site is exempt from licensure. *WIC* Sections 10208 and 10250; *Health & Safety Code* Section 1596.792; 22 *CCR* Sections 101158[a][8] and 101218.1, 45 *Code of Federal Regulations* (*CFR*) Sections 98.16, 98.41; 5 *CCR* Section 18020	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Provided current license and current year receipt for paid fee for all sites

☐ If applicable, Classroom/home meets Criteria of License Exempt Status per *Health & Safety Code* Section 1596.792

☒ Contractor process for addressing suspension, probationary, and revocation

Monitoring Reports:

Licensing Citations:

Reviewed current licenses and receipt for paid fee for all sites.
Reviewed licenses of providers associated with family files reviewed.
Reviewed process for addressing temporary suspension, probation and revocation.
Reviewed and verified that criteria are met for license exempt providers.
CMAP provider files easy to review. Organized with cover sheets.

☐Unmet Requirement:

☐Technical Assistance:

☒ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☒ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 11: Staff and Child Ratios

Regulation: The applicable staff-child ratios are met for each age group. *WIC* Sections 10208, 10275, 10275.5; 5 *CCR* Sections 18013[d], 18135, 18290	**Promising Practices:** Contractor has developed and consistently implemented an intentional process to document staff/child ratios and supervision, the pieces work collectively and are maintained effectively. The implementation process included training, staff input, revision, and monitoring.

Current Practice/Evidence Reviewed:
☒ Documentation that the applicable staff-child ratios are met for each age group (Optional form CCD 36)
☒ Applicable ratios met for each classroom/home observation for each age group and setting

Consultant and Education Administrator visited 3 sites: Sterling CDC, Shafter EHS, Angela Martinez , walking through all classrooms. During the site visits, each classroom and site showed fidelity and consistency in meeting and documenting staff and child ratios to meet requirements.
Classrooms were all observed to be within ratios, with sufficient staff to meet teacher/child and adult/child ratios.
CAP K utilizes a self-developed standardized template to capture all but one required component, identification of qualified (permitted) and aids (non-permitted). Each classroom has a bound book of the template where staff record information hourly; this provides a concise location for current and past documentation. Additionally, CAP K utilizes whiteboards to capture real time classroom counts and teachers (not distinguished by qualifications). Staff practice is to update the board throughout the day at all transitions, including while children or staff arrive, depart, and groups transition to outdoor or indoor spaces. White boards are clear when classrooms are empty and outdoor space is empty throughout the day so that staff have the practice to update as soon as they enter the space.

During site classroom visits, all classrooms and outdoor spaces had the areas set up in a consistent manner with staff/child ratio bound books indoors on the walls in each classroom alongside the whiteboards. Outdoor whiteboards are in visible and consistent areas. Staff were observed updating boards when children entered and left the classroom/outside space. Child/Staff ratios were consistently complete and up to date to time of visits. Staff verbalized ratios when boards were updated, staff would verbalize acknowledgement.

☐Unmet Requirement:
☒Technical Assistance:
Revise Child/Staff Ratio sheet to include ability to identify Teachers (Associate permitted and above) from Aids (non-permitted staff). Contractor stated data will be captured manually on existing staff/child ratio binders to capture the data. Once the current printed versions are exhausted, form will be revised before production.

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 12: Environment Rating Scale

Regulation:	**Promising Practices:**
The program shall complete an environment rating scale to measure program quality for the appropriate age group and setting and shall achieve a rating of "Good," defined as scoring at least an average of 5.0 on each subscale of the environment rating scale. *WIC* Sections 10208, 10209, 10250, 10251; 5 *CCR* Section 18281	**Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Classroom/home observation by age group and setting conducted onsite

☒ Contractor provided the Environment Rating Scale self-assessment on classroom observed by reviewer during contract monitoring or ERS assessment.

☒ ENVIRONMENT RATING SCALE SUMMARY REPORT: Attached

Staff is very attentive and responsive to all children providing stimulation interactions.

☐Unmet Requirement:

☒Technical Assistance:
Additional informal use of books with children.
Add additional music and movement activities.
Encourage block play.
Include additional math/number language, materials, and activities with children.

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 13: Nutritional Needs

Regulation: The program provides for the nutritional needs of children in attendance at no additional cost to families. The meals are culturally and developmentally appropriate for the children being served and shall meet the nutritional requirements specified by the Child and Adult Care Food Program (CACFP) or the National School Lunch Program (NSLP). *WIC* Sections 10208, 10210, 10240, 10250, 10251; 5 *CCR* Sections 18111, 18278	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Menu for the current month. Meals provided must meet the nutritional requirements for the Child and Adult Care Food Program (CACFP) and National School Lunch Program (NLSP)
☒ List of the children with food allergies
☒ State reviewer will observe meal and/or snack to ensure nutritional requirements for CACFP or NLSP have been met
☒ State reviewer will review trainings or professional development provided to staff/providers preparing and serving food to children in the program in order to meet the requirements of CACFP or NLSP.

Reviewed current menu confirming nutritional requirements are met.
Reviewed children's food allergies list.
Observed meal.
Reviewed trainings and professional development on food program.

☐Unmet Requirement:

☐Technical Assistance:

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 14: Desired Results Developmental Profile and Education Program

Regulation: The program maintains the Desired Results Developmental Profile – 2015 (DRDP – 2015). The program uses the information to plan and conduct age and developmentally appropriate activities and to monitor family involvement and satisfaction. Demonstrated correlation between the Desired Results Developmental Profile findings and the activities provided to the children in the classroom.
For programs operating as a Family Child Care Home Network (FCCHEN) the developmental profile is completed for each child based upon observations of network staff, in consultation with the provider

WIC Sections 10208, 10209, 10240, 10250, 10251; 5 *CCR* Sections 18270.5, 18272, 18273, and 18279–18281

Promising Practices:

Previously Unmet/ New practice:

Current Practice/Evidence Reviewed:

☒ DRDP Online upload is complete for each rating period

☒ Portfolios: Evidence that the DRDP is completed within 60 calendar days of enrollment and at least once every six months. The completed DRDP may contain may include work samples, photos, videos, and written observations that support the completion of the DRDP

☒ Evidence of completed DRDP summary of findings for each Classroom and Family Child Care Home Networks for current year

☒ Completed parent/teacher conference forms regarding the child's progress

☒ Completed parent/teacher conference schedule

☒ Documents that describe the age and developmentally appropriate activities conducted in the classroom/ family child care home. Provide lesson plans, activity sheets, or other evidence

☒ Teaching Practices. Activities, materials, and experiences support the children's development

DRDP online is being utilized with completed DRDPs within 60 calendar days of enrollment and at least once every six months.
Parent/teach conferences are completed, including parents' suggestions. Reviewed conference forms and schedule.
Reviewed completed DRDP summary of findings for each classroom.
Developmentally appropriate activities are conducted utilizing Creative Curriculum, supporting children's development.

☐Unmet Requirement:

☐**Technical Assistance:**

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 15: Qualified Staff and Director

Regulation:	**Promising Practices:**
Program staff is qualified for the position held. Each program operating two or more sites or family childcare homes has a qualified program director. Each program with more than one site has a qualified site supervisor at each site. Each site has qualified teachers. *WIC* Sections 10208, 10213.5, 10242, 10274, 10275, 10380, 10380.5; 5 *CCR* Section 18295	**Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Documentation of personnel roster for each classroom and identify staff by position held

☒ Verified current permits, credentials or certificates for each teacher, site supervisor, program director, or waiver issued

☒ Verify qualified staff in each classroom during onsite observation.

Reviewed personnel roster for each classroom and current permits for each teacher, site supervisor and program director.

☐Unmet Requirement:

☐Technical Assistance:

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 16: Staff Development/ Provider Support

Regulation: The program has developed and implemented a staff development component that is responsive to the training and support needs of staff, service providers, children, and/ or families. Family child care home networks shall include training and support for the family child care home education network's family child care providers and staff. *WIC* Sections 10240,10250, 10380; 5 *CCR* Section 18274	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Written job descriptions
☒ Blank copies of the performance evaluation for employees
☒ Evidence of an internal communication system to share information with all staff
☒ Plan and/or process for orienting new employees
☒ Identification of training needs of staff or service providers
☒ Process to identify the training needs of staff using Program Self- Evaluation data
☒ Documentation of completed professional development relevant to the program
☒ Records of implemented training

Reviewed written job descriptions and evaluations.
Staff internal communications are done through staff email, teams, phone, zoom, conference room meetings and hybrid meetings.
Complete and thorough orientation for new employees reviewed.
Training needs of staff are identified through the PSE, evaluations and coaching.
Reviewed completed training and professional development certificates, sign-in sheets, and agendas. All training is tracked.
Staff are reimbursed for permits, books, and tuition.

☐Unmet Requirement:

☐Technical Assistance:

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 17: Inventory Records

Regulation:
The local agency maintains an inventory record for all equipment and all non-disposable items with an estimated useful life of more than one year, purchased in whole or in part with child care and development contract funds, shall be maintained.

The contractor has adopted procedure for managing equipment, purchased in whole or in part with child care and development contract funds, until disposition of the item. In addition the requirements above, the contractor has: (1) a control system to ensure adequate safeguards to prevent loss, damage, or theft of the property and to investigate any loss, damage, or theft; (2) adequate maintenance procedures to keep the property in good condition; and (3) proper sales procedures to ensure the highest possible return in the event the contractor is authorized or required to sell the item.

Funding Terms and Conditions for Child Care and Development Programs (hereafter, "FTCs"), Section III.H(2), I; 45 *CFR* Section 75.320(d)(3), (4), (5); 2 *CFR* Section 200.313(d)(1), (2), (3), ([4], [5].) 5 *CCR* Sections 3946 and 18025, Title 2 (2 *CFR*), Section 200.319(c)

Promising Practices:

Previously Unmet/ New practice:

Current Practice/Evidence Reviewed:
Inventory Record containing:

- ☒ Description;
- ☒ Serial number or other identification number;
- ☒ The source of funding;
- ☒ The acquisition date;
- ☒ The cost;
- ☒ The location, use and condition; and
- ☒ Any ultimate disposition date including date of disposal and sale price if applicable.

☒ Written policies and procedures in place and implement policies to ensure that the price of the goods and services is the competitive market price. (non-LEA only)
Equipment Purchase Approval Requests
☒ Review a sample of Equipment Purchase Request Approvals (EPARS) and Subcontracts.
☒ Observe facility equipment and expenditures and tagging of inventory.
☒ Invoice and record of materials received provided by contractor.
(Reviewer may pull any approvals from the previous five fiscal years)

Reviewed inventory record and confirmed it contains all required elements.
Reviewed written policies and procedures for procurements.
Reviewed a current EPAR and materials purchased along with inventory tagging.

☐Unmet Requirement:

☐**Technical Assistance:**

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 18: Program Self Evaluation

Regulation: The program has developed and implemented an annual evaluation plan that addresses any areas identified during the self-evaluation as needing improvement.

- Evidence of Desired Results applies to CCTR, CMIG, CHAN, CFCC.
- Completion of applicable parent survey for CAPP, CMAP, C2AP, C3AP,

WIC Sections 10208, 10209, 10267.5; 5 *CCR* Section 18279

Promising Practices:

Previously Unmet/ New practice:

Current Practice/Evidence Reviewed:

All Contracts:

☒ Documentation that was used in developing the Program Action Plan for all contract types

☒ Completed parent survey forms and the summary of the results of the survey for all contract types for current year

CCTR, CMIG, CHAN, CFCC only:

☒ Summary report of the completed Environment Rating Scale (ERS) for each classroom/home for current year

☒ Completed ERS summary of findings for each classroom and/or family child care homes for current year

☒ Agency level ERS and DRDP Summary of Findings

Reviewed PSE Survey including Program Action Plan.
Reviewed parent survey forms and the summary of results. Confirmed parent survey data was added to PSE and Program Action Plan.
Reviewed completed ERS Summary Report.
Reviewed ERS summary of findings.
Reviewed agency level ERS and DRDP Summary of Findings.

☐**Unmet Requirement:**

☐**Technical Assistance:**

☐ Action Required

☒Not Applicable ☐ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 19: Family Child Care Home Education Network Program

Regulation: Family child care home education network programs shall include an assessment of each family child care provider to ensure that services are of high quality and are educationally and developmentally appropriate. *WIC* 10250, 10251, 5 CCR 18271-18278	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☐ Processes and procedures for conducting regular visits to providers within the network to support the implementation of the program quality requirements.

a. Desired Results Developmental Program
b. Parent Involvement
c. Education Program

☐ Contractor's process and documentation of assessing each family child care provider within the network to ensure that services are educationally and developmentally appropriate.

d. Environment Rating Scale (ERS)
e. Age and developmentally appropriate activities for children
f. Nutrition
g. Care and Supervision

☐ Home Visits: Reviewer uses CDMIS FCCH data to pull random sampling of FCCHEN providers to visit to verify supports and training provided by the contractor.

☐Unmet Requirement:

☐Technical Assistance:

California Department of Social Services
Child Care and Development Division

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☒ Continuous Improvement Plan ☒ Technical Assistance Provided
☐ Previously Unmet

CCD 20: Contractor Policies

Regulation: Contractors shall develop written policies and procedures. Written information shall be provided to families, providers, and the general public. The written policies and procedures may not be in conflict with law, regulations, and terms of the contract. 5 *CCR* 18222, 18224, 18105 and Funding Terms and Conditions	**Promising Practices:** **Previously Unmet/ New practice:**

Changes Requiring Noticing

☐ Contractor made changes to Parent/Provider Policies that require review by CCDD Bargaining and/or noticing to Child Care Providers Union
☐ Not applicable

Feedback on Written Policies for Families: Comments and feedback were provided on the following: **CCTR:** • **Attendance and Abandonment of Care** • **Fraud Policy** • **Suspension and Expulsion** **CMAP/CMIG** • **Attendance and Abandonment of Care** • **Appeal and Complaint Procedures** • **Remove Temporary Suspension of Services** Please send an updated Parent Handbook to Child Development Consultant, Marijayne Patterson, Marijayne.Patterson@dss.ca.gov by July 10, 2026.	**Feedback on Written Policies for Providers:** Comments and feedback were provided on the following: •

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 21: Fiscal Reporting

Regulation: Contractors will be reimbursed for actual costs that are reasonable and necessary to the performance of the contract. The program has submitted a report for each contract that is consistent with the laws for state or federal fiscal reporting and accounting. Claims for reimbursement shall not be paid unless there are documents to support the claims. Funding Terms and Conditions for Child Care and Development Programs (hereafter, "FTCs") Section VI G-K. 5 *CCR* Section 18068	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Evidence that expenditures and claims for reimbursement are substantiated with supporting documentation. Reviewer will work with assigned fiscal analyst to determine timely and accurate submission of monthly or quarterly fiscal reports.

☒ Consultant reviewed latest fiscal calculation worksheet with assigned fiscal analyst.

Follow-up on projected service earnings ☐Yes ☒No

☒ Contractor provides reviewers with the following from the reporting quarter/ month identified by the reviewer:

A. Cost allocation plan

B. Internal Financial Records

- General Ledger for Books and Supplies 4000
- General Ledger for Services and Other Operating Expenses 5000
- Reviewer may ask for additional documentation from other expense categories

C. Accounts Payable Records 4000-5000: purchase orders, invoices, receipts, etc.

Contractor submits timely and accurate fiscal reports.
Consultant reviewed cost allocation, general ledger 4000 and 5000, and accounts payable records/evidence.

☐Unmet Requirement:

☐Technical Assistance:

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 22: Annual Audit

Regulation: The program has submitted an acceptable financial and compliance audit. 5 *CCR* Section 18071, *WIC* 10229.5 & 10440	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:
☒ Evidence that the annual Fiscal Audit was submitted timely. If applicable, documentation to verify follow-up to any findings identified in the audit report

Annual audit was submitted timely and accepted by CDSS Office of Audit Services.

☐Unmet Requirement:

☐Technical Assistance:

☐ Action Required

☐Not Applicable ☒ Met ☐ Unmet ☐ Continuous Improvement Plan ☐ Technical Assistance Provided
☐ Previously Unmet

CCD 23: Child Development Data Reporting

Regulation: Child Development Data Collection: Contractors shall submit complete, accurate reports to the CDSS by the date specified, and in the format specified in the CDSS's request for this information. Incomplete, inaccurate, or incorrectly formatted reports, and reports not received by the required date, shall be considered delinquent 5 *CCR* 18070	**Promising Practices:** **Previously Unmet/ New practice:**

Current Practice/Evidence Reviewed:

☒ Monthly Childcare Population Information (CDD-801A) submitted electronically in accordance with instructions from the CDSS Agency.
☒ Reviewer will verify staff information is current and accurate: (Director, Executive Director, and Site Supervisor).
☒ Reviewer will verify site level data is current and accurate (Site Supervisor, Sites, Child Counts).
☒ Reviewer will verify provider data: verify number of homes and children served (if applicable).
☒ Reviewer will verify all children reported in 801A have been associated with a facility license or license exempt provider.
☐ If the contractor is selected and notified to submit sample data, they must complete the Child Development Data Collection Sample Report (CDD-801B) electronically in accordance with the instructions from the CDSS.

Consultant verified staff information and site level information is current and accurate.
Verified number of homes and children served.
Verified all children reported in 801A have been associated with a facility number or license exempt provider.A

☐Unmet Requirement:

☐Technical Assistance:

Error Rate Reduction (ERRP) Plan Instructions

The assigned Program Quality and Improvement Branch (PQIB) Consultant or Program Integrity and Improvement (PII) Reviewer will enter the information for the sections below before the form is forwarded to the contractor to complete.

1. Contractor Name – The full legal name of the contractor

2. Contractor Representative Name – Contractor representative's name

3. CDSS Reviewer(s) Name(s) – The names of all CDSS reviewers assigned to the review should be present

4. Review Date(s) – This should include the date range for the entire review (i.e., November 21-25, 2023)

5. ERRP Due Date: The plan due date should be 45 calendar days from the last day of the review. This date should match the date on the Contract Monitoring Report (CMR). The ERRP Timeline tool can be used to calculate it.

6. Error Description – This should include a description of the errors found on the PII Improper Payment Report. If there were multiple errors, they should appear in separate tables within the document. The description should also note which requirement(s) were Unmet Requirements.

The Contractor reviewed will enter the information for the sections below after receiving the form from the assigned PQIB Consultant or PII Reviewer.

1. Current Practice – This section should describe the contractor's current practice for the specific error described at the time of review

2. Proposed Practice – This section should outline what changes to the current practice will take place to prevent future errors

3. Implementation Date – Date the contractor plans to implement the proposed practice

4. Progress Check Dates – Dates the contractor plans to contact the analyst/consultant to record progress

5. The contractor will submit the completed ERRP to the assigned PQIB Consultant and PII Reviewer for review and approval

Error Rate Reduction Plan Template

Contractor Name: Community Action Partnership of Kern
Contractor Representative Name: Sylvia Ortega, Quality Assurance Administrator
CDSS Reviewer(s) Name(s): Adam Roach, Analyst II
Review Date(s): 04/20/26
Error Rate Reduction Plan Due Date: 07/10/26

Office Use Only	Date	Notes
Received on:		
Feedback Provided:		
Approved on:		
Follow Up 1		
Follow Up 2		
Follow Up 3		
Item Resolution Period		

CCD Item:	**CCD 01 Family Eligibility**: Families with children enrolled in the program must meet the eligibility requirements of that contract and have complete, required documentation in the family data file. Additionally, The family's fluctuating income was not properly calculated and/or adequately documented to support the eligibility determination.
Error Description:	**Finding:** The self-certification of income was missing for both parents who were seeking employment. **Regulatory Requirement:** (a) The parent shall obtain and provide documentation of the family's total countable income for the purposes of determining whether a family is income eligible and/or assessing the appropriate family fee, as applicable. The parent(s) shall provide documentation of total countable income for all the individuals counted in the family size as follows: (4) If the parent does not have income from employment, the parent shall provide a self-certification of income as defined in section 18078. 5 CCR Section 18084(a)(4)

Current Practice:	At the time of certification and recertification, Enrollment & Attendance Specialists review documentation provided by the family to determine eligibility and verify income in accordance with California Code of Regulations and CAPK enrollment procedures. Staff obtain income documentation from all applicable family members and review the family file prior to certification. When a parent reports having no income, staff verbally request supporting information; however, there was not a standardized verification step or required checklist to ensure a completed Self-Certification of State of Zero Income form was obtained from every parent prior to certification. As a result, the family file was certified without the required documentation for both parents. Regarding fluctuating income, at the time of the review, Enrollment & Attendance Specialists verified family income using documentation provided by the parent during certification and recertification. When families reported fluctuating income, staff reviewed available pay documentation and calculated income based on information provided by the family. Although staff followed existing eligibility procedures, there was not a standardized process requiring consistent evaluation of fluctuating income, documentation of the calculation methodology, or supervisory verification prior to certification. As a result, the family file did not contain sufficient documentation to support the eligibility determination in accordance with California Code of Regulations requirements.
Proposed Practice:	CAPK will strengthen its eligibility verification process by implementing a mandatory eligibility documentation checklist that includes verification of a completed Self-Certification form for every parent or legal guardian reporting no employment income. Staff will not finalize eligibility certification until all required documentation has been obtained and verified. The Enrollment and Attendance Department will revise the Eligibility Determination SOP to include specific procedures for documenting parents with no income, require Enrollment Specialists to complete a standardized eligibility checklist prior to certification, implement a multi-tiered review process for all files containing self-certification documentation before enrollment is finalized, provide annual and refresher training on 5 CCR Section 18084 requirements, emphasizing documentation requirements for parents seeking employment or reporting no income, and conduct monthly quality assurance reviews of eligibility files to monitor compliance and identify trends requiring corrective action. Regarding fluctuating income, CAPK has strengthened its income verification procedures by implementing a standardized Fluctuating Income Verification Policy and Standard Operating Procedure to ensure consistent application of California Department of Social Services regulations when determining family eligibility. To address fluctuating income, CAPK Head Start has established uniform procedures for determining when additional income

	documentation is required, including obtaining clarification from families when income patterns are inconsistent or incomplete, implement a multi-tiered review of all certifications involving fluctuating income prior to eligibility approval, provide comprehensive training to Enrollment & Attendance Specialists, Coordinators, and Supervisors on fluctuating income requirements, acceptable documentation, and calculation methods, as well as implement periodic monitoring and refresher training to ensure continued compliance and consistency in fluctuating income determinations across all Enrollment & Attendance staff.
Implementation Date:	June 8, 2026
Progress Check Dates:	July 1, 2026; October 1, 2026; December 1, 2026.

CCD Item:	**CCD 02 Need Verification:** Families with children enrolled have met the need requirements. Certified hours of childcare correspond to the need of the parent/caretaker, as documented by the contractor at the initial certification and recertification or at the voluntary request of the family to increase or decrease the hours of need status.
Error Description:	**Finding:** The contractor certified parent A for job seek Monday-Friday and parent B for employed Thursday-Saturday. Care was approved based on parent A's need schedule only. 20 Full-time days were claimed for the sample month when it should have been 9 Part-time days. **Regulatory Requirement:** Subsidized early learning and care services shall only be available to the extent to which there is no parent in the family available and capable of providing care for the family's child(ren) during the time care is requested. 5 CCR Section 18085

Current Practice:	Enrollment & Attendance Specialists determine certified childcare hours by reviewing each parent's documented need and entering the approved schedule into ChildPlus and the applicable state reporting systems. Staff evaluate employment, job seeking, education, and other qualifying need documentation during certification. Although staff review each parent's schedule independently, there was not a standardized process requiring calculation of overlapping parental availability before determining the certified hours of care. As a result, the child's approved care schedule exceeded the family's documented need.
Proposed Practice:	CAPK will revise its Need Verification procedures to require staff to evaluate the schedules of all parents or caretakers collectively before determining certified hours of care. Childcare will only be authorized for the periods in which no parent is available to provide care, consistent with 5 CCR Section 18085. The Enrollment & Attendance Department will revise the Need Verification Policy and Procedure to include documenting overlapping schedule for all two-parent households, require staff to complete a Need Verification Worksheet documenting each parent's availability and the resulting approved care schedule, and implement a multi-tiered review process for all certifications involving multiple parent schedules before enrollment is finalized. Additionally, the department will provide mandatory training on calculating certified hours using overlapping parent schedules, including case-study scenarios, conduct monthly file audits comparing certified hours, ChildPlus entries, and supporting documentation to ensure services correspond to the verified need, and use periodic monitoring reports to identify certification discrepancies and provide immediate coaching or corrective action when errors are identified.
Implementation Date:	June 8, 2026
Progress Check Dates:	July 1, 2026; October 1, 2026; December 1, 2026.

CCD Item:	**CCD 04 Compliance with Due Process**

Error Description:	Finding: In Fifteen family data files in Section VII of the Notice of Action, the contractor required the parent to report income changes within 5 days if income exceeds the 85% threshold. Regulatory Requirement: The requirement to notify the contractor, within 30 calendar days of any current and on-going income change that causes the family's adjusted monthly income, adjusted for family size, to exceed this maximum amount. 5 CCR Section 18082.2(B)
Current Practice:	At the time of the review, CAPK provided families with a Notice of Action (NOA) at certification and recertification that outlined parent rights, appeal procedures, and reporting responsibilities. The NOA included language instructing families to report income changes within five calendar days if the family's adjusted monthly income exceeded the State Median Income (SMI) threshold. Staff utilized the agency's standardized NOA form and enrollment packet during certification; however, the form had not yet been updated to reflect the California Department of Social Services requirements, resulting in outdated reporting timeframes being communicated to families.
Proposed Practice:	CAPK has revised its Notice of Action and enrollment forms to align with current California Department of Social Services regulations and guidance. The Notice of Action now informs families that they are required to report any ongoing income change that causes the family's adjusted monthly income, adjusted for family size, to exceed the SMI threshold within thirty calendar days, consistent with 5 CCR Section 18082.2(b). To ensure continued compliance, CAPK has implemented the following corrective actions: Update all Notice of Action templates to reflect the current 30-calendar-day reporting requirement, remove obsolete language referencing the previous five-day reporting timeframe from all enrollment and recertification documents, revise the Enrollment and Attendance Policy and Standard Operating Procedures (SOPs) to incorporate the updated due process and parent notification requirements, trained Enrollment & Attendance Specialists, Coordinator, and Supervisors on the revised CDSS regulations and update Notice of Action requirements. Additionally, a letter to the parent/guardian will be provided to them indicating the change. Further, a supervisory review of all revised enrollment packets and NOAs prior to issuance to ensure the most current approved forms are used. Also, an added periodic quality assurance file reviews to verify that current NOA forms are issued to families and that parent files contain the updated documentation, establish a document control process to ensure regulatory updates issued by CDSS are incorporated into agency forms and procedures promptly, preventing the continued use of outdated forms.

Implementation Date:	June 1, 2026
Progress Check Dates:	July 1, 2026; October 1, 2026; December 1, 2026.

CCD Item:	**CCD 05b: Attendance and Provider Payments**
Error Description:	Finding: Based on review of Fifteen CCTR family data files, four family data files contained Administrative Errors in Attendance and Provider Payments In four family data file the full signature is not used by the parent on the attendance sheet, other authorized adult, or staff person designated by the contractor. Regulatory Requirement: (b) One of the following persons shall enter the time of arrival and departure on a sign-in/sign-out sheet and, except as specified in Subsection (c) below, shall sign the sheet sign their full signature: (1) The parent or other adult authorized by the parent to drop off/pick up a child; 5 CCR Section 18065(b).
Current Practice:	At the time of the review, parents or authorized representatives completed daily sign-in and sign-out documentation using attendance sheets maintained at each center. Teaching staff monitored attendance documentation daily and Enrollment & Attendance staff reviewed attendance records during periodic file reviews. While staff verified that attendance sheets were completed, there was not a consistent process to ensure parents used their complete legal signature each time attendance was recorded. Consequently, abbreviated signatures or initials were accepted on some attendance records.
Proposed Practice:	CAPK has enhanced its attendance documentation procedures to ensure attendance records comply with California Code of Regulations requirements regarding parent signatures. The following corrective actions have been implemented: Revised the Attendance Policy and Standard Operating Procedure to clearly require parents or authorized representatives to use their full signature when signing children in and out each day, updated parent orientation to include instruction regarding attendance signature

	requirements, provided training to Center staff, Family Child Care Providers, Enrollment & Attendance staff, and Site Supervisors regarding acceptable attendance documentation and signature requirements. Additionally, CAPK will implement daily review of attendance sheets by classroom staff to identify incomplete or abbreviated signatures before the end of each service day whenever feasible, implement supervisory monitoring through monthly attendance audits to verify compliance with attendance documentation requirements. Furthermore, CAPK will add attendance documentation compliance to the agency's internal monitoring process, with immediate coaching and corrective action provided when deficiencies are identified and incorporate attendance signature verification into ongoing quality assurance reviews to ensure continued compliance with 5 CCR Section 18065(b).
Implementation Date:	April 24, 2026
Progress Check Dates:	July 1, 2026; October 1, 2026; December 1, 2026.

August 12, 2026

Ms. Marissa Ortiz-Cortez, MPH
WIC Program Administrator
Community Action Partnership of Kern
1300 18th Street, Suite 200
Bakersfield, CA 93301

Dear Ms. Ortiz-Cortez:

The California Department of Public Health, Women, Infants and Children Division (CDPH/WIC) completed a biennial program monitoring visit (PMV) of your agency on December 3-6, 2024. The results of the PMV were summarized in a Letter of Findings which contained seven Areas for Required Action (ARA) that was sent to Community Action Partnership of Kern on December 20, 2024. Your Corrective Action Plan (CAP), to address the ARA, was due by February 28, 2025. It was received by CDPH/WIC on January 10, 2025 and approved on February 10, 2025.

On July 24, 2026, CDPH/WIC completed a CAP implementation review that assessed whether the proposed actions in your CAP had been successfully implemented. The satisfactory results from this review are as follows:

Finding #1

Requirement	WPPM 210-02, WPPM 210-06, WPPM 270-20 Proof of California Residency and Identification
Area of Required Action	Our review of a sample of 20 WIC WISE participant certification records found one (1) record in which Medi-Cal Eligibility Data System (MEDS) Interface was selected as proof of residence and one (1) record was selected as proof of identity, but there was no indication that the required MEDS interface had occurred.

Corrective Action Plan (CAP)	The LA will retrain all supervisors and staff and will be required to complete the new CDPH/WIC LSM training "Determining WIC Eligibility" during the month of January and February 2025. New training model and technique will also be used to support staff. The Program Administrator, Program Manager and Division Director will be responsible for in-person observations. Four will be conducted per staff, per quarter until 100% compliance is reached. Once reached observations will be reduced to once per quarter per staff. Five supervisors will be responsible for auditing five participant files per staff per month. five file audits will be conducted until 100% compliance is reached, then two files per staff per month will be maintained.
Outcome	Closed ☒ Not Closed ☐
Basis for decision	WIC WISE report of June certification reviewed four correct usage of MEDS interface for Proof of Identity and residence. Results showed all records that had selected MEDS as proof of address/proof of identity contain an aid code indicating that the required MEDS Interface had occurred. Compliance demonstrated at 100%.

Finding #2

Requirement	WPPM 210-02, WPPM 210-03 Adjunctive Eligibility Criteria and Determination of Income Eligibility
Area of Required Action	Our review of participant records and observations of onsite sessions found additional policy violations related to adjunctive eligibility and income determination. Our review of a sample of 20 WIC WISE participant certification records found four records in which the Medi-Cal number used in the MEDS Interface was that of a

	different family member, which resulted in adjunctive eligibility not being documented correctly in WIC WISE. • Our review of onsite appointments found one (1) instance where the MC number used in the MEDS interface was that of a different family member. Staff must use deemed eligible infant to document infant adjunctive eligibility. • Our team noted one (1) instance onsite where staff overrode the MEDS interface data. Staff ran MEDS interface, information came back not eligible for participant but staff changed the adjunctive eligibility chart for Medi-Cal to 'yes'. • Our team noted one (1) instance onsite where staff used net income instead of gross income. WIC Policy requires gross income. • Our team noted one (1) instance onsite where staff used zero income without further probing of household's current income. WIC Policy requires the full household income.
Corrective Action Plan (CAP)	The LA will retrain all supervisors and staff and will be required to complete the new CDPH/WIC LSM training "Determining WIC Eligibility" during the month of January and February 2025. New training model and technique will also be used to support staff. Training will include scenario reenactment, pre/post assessment and additional training material aside from LMS. The Program Administrator, Program Manager and Division Director will be responsible for in-person observations. Four will be conducted per staff, per quarter until 100% compliance is reached. Once reached observations will be reduced to once per quarter per staff. Five supervisors will be responsible for auditing five participant files per staff per month. five file audits will be conducted until 100% compliance is reached, then two files per staff per month will be maintained.
Outcome	Closed ☒ Not Closed ☐

Basis for decision	Two virtual observations as well as 20 WICWISE files of June certification were reviewed for correct income determination and use of adjunctive eligibility. Results showed all records were documented correctly in WIC WISE and all Medi-cal numbers used in MEDS Interface were that of the individual being certified. Compliance demonstrated at 100%.

Finding #3

Requirement	WPPM 260-40 WIC Participant Rights and Responsibilities
Area of Required Action	Our review of participant records and observations of onsite sessions found policy violations related to the administering of the Rights and Responsibilities document. • Our review of a sample of 20 WIC WISE participant certification records found one (1) record where the *Know Your Rights and Responsibilities* (R&R) form was not signed and present in WIC WISE. • Our review of onsite appointments found multiple staff did not read all the information in the signature box to the participant before the document was signed and did not offer a copy of the R&R form to the family representative/caretaker. *(This is a repeat finding)*
Corrective Action Plan (CAP)	LA will provide staff with isolated training for R&R procedures for the month of March 2025. LA will also develop a new procedure and tool to demonstrate to staff how to accurately complete R&R. The Program Administrator, Program Manager and Division Director will be responsible for in-person observations. four observations will be conducted per staff, per quarter until 100% compliance is reached. Once reached observations will be reduced to once per quarter per staff.

	One supervisor is currently responsible for running the current R&R report daily. The report is run twice daily to ensure staff rectify the error on the same day.
Outcome	Closed ☒ Not Closed ☐
Basis for decision	Two virtual observations completed. In both instances, staff read all the information in the signature box to the participant before the document was signed. WIC WISE report of June certification reviewed for presence of R&R in WIC WISE. Results showed all files pulled had an R&R generated and signed. Compliance demonstrated at 100%.

Finding #4

Requirement	WPPM 210-03, WPPM 210-06, WPPM 270-20, WPPM 1000-140 Self Declaration Statement (SDS)
Area of Required Action	Our review of onsite appointments found one (1) instance where an in-person signature was not obtained for the Self Declaration Statement (SDS). An SDS must be created whenever any of the following choices are selected for verification of residency, income, and/or identity during certification or recertification: • Cash Payment • Disaster Victim • Pregnant teen turned out of home • Homeless • Migrant • No Proof Provided • Remote/rural area with no mail delivery
Corrective Action Plan (CAP)	All supervisors and staff will be required to complete the new CDPH/WIC LMS training “Determining WIC Eligibility” during the month of January 2025. The Program Administrator, Program Manager and Division Director will be responsible for in-person

	observations. Four observations will be conducted per staff, per quarter until 100% compliance is reached. Once reached observations will be reduced to once per quarter per staff. Five supervisors will be responsible for auditing five participant files per staff per month. five file audits will be conducted until 100% compliance is reached, then two files per staff per month will be maintained
Outcome	Closed ☒ Not Closed ☐
Basis for decision	"Individual with Short Cert" report pulled for the month of July (07/15/2026-08/15/2026) to review for presence of SDS. Our review of 20 records with a 30-day Short Certification showed all records generated an SDS and signed. Compliance demonstrated at 100%.

Finding #5

Requirement	WPPM 270-40 Program Orientation	
Area of Required Action	Our review of onsite appointments found that the required program orientation topic and assessment was inadequate in four (4) observations and in one (1) case incorrect. LA staff must assess the participant's understanding of WIC authorized food and use of the WIC card. More specifically, staff should cover all required topics to ensure the participant understands how to use WIC benefits and purchase WIC food.	
Corrective Action Plan (CAP)	WIC Training Coordinator and WIC Program manager will be responsible for creating a new tool that will be added to the "Orientation	

	to WIC" which is a pre-existing material that staff can use at orientation to assess participant's understanding of WIC authorized food and use of the WIC card. Staff were retrained on Orientation requirement in January 2025. The Program Administrator, Program Manager and Division Director will be responsible for in-person observations. Four will be conducted per staff, per quarter until 100% compliance is reached. Once reached observations will be reduced to once per quarter per staff.	
Outcome	Closed ☒ Not Closed ☐	
Basis for decision	Virtual observations of two full orientations showed that both staff are fully orienting applicants, covering all required orientation topics and asked assessment questions to ensure participants fully understood the WIC procedures.	

Finding #6

Requirement	WPPM 400-12 Care Plan
Area of Required Action	Our review of participant records and observations of onsite sessions found policy violations related to the documentation of a Care Plan. • Our review of 20 WIC WISE participant certification records found one (1) record where staff documented the care plan one day late. The Care Plan must be completed by the end of day. • Our review of onsite appointments found one (1) instance in which the Care Plan did not meet required minimum standard. The assessment was missing.
Corrective Action Plan (CAP)	LA will provide staff with an isolated training for care plans which will include scenario reenactment and pre/post assessment. Concurrent with training dates in February 2025, staff will be provided a job aid to assist with appropriate time to add the care plan while conducting an appointment. The Program Administrator, Program Manager and Division Director will be responsible for in-person observations.Four will be conducted per staff, per quarter until 100% compliance is reached. Once reached, observations will be reduced to once per quarter per staff. Five supervisors will be responsible for auditing five participant files per staff per month. five file audits will be conducted until 100% compliance is reached, then two files per staff per month will be maintained
Outcome	Closed ☒ Not Closed ☐
Basis for decision	WICWISE report of May certification reviewed for presence of care plan. Documentation was found in all 20 records reviewed. Compliance demonstrated at 100%.

Finding #7

Requirement	WPPM 200-01, WPPM 210-10, WPPM 210-11, WPPM 210-12, WPPM 210-13
Area of Required Action	Our review of onsite appointments found four (4) staff assigning inappropriate manual risk codes. An accurate indicator of nutritional risk is necessary for certification.
Corrective Action Plan (CAP)	LA will provide staff with several isolated trainings for risk code which include scenario reenactment and pre/post assessment during the month of February and March 2025. The Program Administrator, Program Manager and Division Director will be responsible for in-person observations. Four will be conducted per staff, per quarter until 100% compliance is reached. Once reached observations will be reduced to once per quarter per staff.
Outcome	Closed ☒ Not Closed ☐
Basis for decision	Two virtual observations and 20 WICWISE files of June certification reviewed to ensure staff assigned appropriate manual risk codes. All 20 records showed appropriate risk code manually assigned.

We have concluded that the proposed corrective actions were fully implemented, and the Areas for Required Action have been satisfactorily resolved. Thank you for taking the necessary steps to achieve program compliance.

If you have any questions, please contact your Nutrition Consultant, Marissa de Crom marissa.decrom@cdph.ca.gov.

Sincerely,

Jared Garbutt

Jared Garbutt, MPH, RD, Chief
Bay and Central Section, Local Services Branch
Women, Infant and Children (WIC) Division
California Department of Public Health

Cc: Jeremy T. Tobias, CEO
Community Action Partnership of Kern
jtobias@capk.org

MEMORANDUM

To: CAPK Audit & Pension Committee

From: Kelly Lowery, Food Bank Administrator

Date: November 13, 2026

Subject: Agenda Item: 4e Food Bank Biennial CSFP Audit – ***Info. Item***

Background
The Commodity Supplemental Food Program (CSFP) is a U.S. Department of Agriculture (USDA) nutrition program that provides monthly food packages to income-eligible adults age 60 and older. These packages supplement participants' diets with nutritious foods rather than provide a complete diet. In California, the program is administered by the California Department of Social Services (CDSS) in partnership with local agencies, including food banks. Our CAPK Food Bank CSFP program team serves more than 5,000 low-income seniors each month with a food box and other available resources.

Every two years, CDSS conducts an audit of CAPK Food Bank's CSFP program. The purpose of the review was to determine our Food Bank's compliance with the Code of Federal Regulations (CFR), United States Department of Agriculture (USDA) regulations, the terms of your approved Memorandum of Understanding (MOU)with the CDSS, and the CSFP Policies and Procedures Manual (CPPM). The review covered the Federal Fiscal Year (FFY) 2025 through the date of review in FFY 2026.

Review Findings and Areas of Merit
CAPK's response to the CDSS compliance review highlights several areas of merit, including program knowledge, timely communication and reporting, effective caseload management, use of technology to support operations and participant communication, nutrition education, and improvements in warehouse and inventory procedures. The response also notes recognition of CAPK's commitment to participant service, program integrity, and continuous improvement.

The review identified one finding involving discrepancies in expenses reported through the CSFP reimbursement process. CAPK's review determined that the discrepancies stemmed from inconsistent application of its existing cost allocation plan during invoice submission and payment. Importantly, the discrepancies resulted in understated expenses, not overstated expenses.

Corrective Actions
CAPK's August 26, 2026 response outlines five corrective actions in progress to strengthen financial controls and ensure consistent application of the existing cost allocation plan:

1. **Clarify cost allocation requirements:** Review established methodologies with Food Bank and Fiscal staff and develop vendor-specific written guidance to ensure staff use approved allocation methods.
2. **Strengthen pre-reimbursement reconciliation:** Reconcile proposed reimbursement expenses to supporting accounting records and verify allocation methodologies before submitting claims.

3. **Define staff responsibilities:** Clarify Food Bank responsibilities for expense coding, documentation, and allocation information, with subsequent Fiscal and reimbursement review to verify consistency with the cost allocation plan.
4. **Provide staff training:** Train staff on finalized procedures, including allocation methods, expense coding, documentation, responsibilities, and review and reconciliation controls.
5. **Establish ongoing monitoring:** Conduct periodic expenditure reviews once the monitoring process is implemented, correct discrepancies, and address recurring issues through training or procedural changes.

These actions focus on strengthening the processes used to apply CAPK's existing cost allocation plan, rather than replacing the plan, from initial invoice submission through the final reimbursement request.

The corrective action plan was received and approved by CDSS in a letter dated September 25th, 2026.

Attachments:
2026 CSFP CAPK Compliance Review Findings Letter
Response and Corrective Action Plan – FFY 2025-2026 CSFP Compliance Review Memorandum
2026 CSFP CAPK Compliance Review Letter of Acknowledgement of Corrective Action

CDSS
CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov
JENNIFER TROIA
DIRECTOR
GAVIN NEWSOM
GOVERNOR

August 6, 2026
SENT VIA EMAIL

Jeremy T. Tobias, CEO
Community Action Partnership of Kern
1300 18th St
Bakersfield, CA 93301

SUBJECT: CSFP COMPLIANCE REVIEW FEDERAL FISCAL YEAR 2025-26

Dear Jeremy T. Tobias:

Thank you to your team for their time and cooperation during the recent Compliance Review (Review) of the Commodity Supplemental Food Program (CSFP) operated by Community Action Partnership of Kern County (CAPK). In June of 2026, staff Jessica Radtke conducted the review on behalf of the California Department of Social Services (CDSS) and visited the following locations:

- Techapachi Site Distribution
- Rasmussen Site Distribution
- Community Action Partnership of Kern County Warehouse

The purpose of the review was to determine the Local Agency's (LA) compliance with the Code of Federal Regulations (CFR), United States Department of Agriculture (USDA) regulations, the terms of your approved Memorandum of Understanding (MOU) with the CDSS, and the CSFP Policies and Procedures Manual (CPPM). The review covered the Federal Fiscal Year (FFY) 2025 through the date of review in FFY 2026.

CDSS reviewed documents and procedures related to key functional areas of the program. The following outlines the seven functional areas of review:

I. General Administration
II. Caseload Management and Outreach
III. Nutrition Education
IV. Civil Rights
V. Certification Procedures
VI. Food Storage and Inventory Control
VII. Financial Management, Audits, and Records

The Review resulted in one finding and no observations for several functional areas of the program and are listed below.

Finding 1

Discrepancies in 48 line-item costs from the Food Distribution Storage/Transport section of the submitted CSFP-004 Expense Reimbursement Request were identified for FFY 2025-26. There were $6,340.90 overstated expenditures and $13,745.13 understated expenditures that resulted in a $7,404.23 understated billing adjustment. CAPK has not clearly stated the cost allocation methodologies used for various items and the current process for verifying the cost allocation percentages for the program costs and did not catch the expense errors until the time of the compliance review.

Requirement

CPPM, § 10300 Administrative Costs
Funds provided to Local Agencies may be used to cover administrative costs identified in 2 CFR Part 200 that are allowable, reasonable, allocable, and necessary to carry out the CSFP within their jurisdiction.

CPPM, § 10600 Financial and Programmatic Records and Reports
CDSS and Local Agencies shall maintain accurate and complete records in accordance with federal and state regulations and policies and the contract scope of work.

MOU-20-6003, § 34
The Local Agency shall submit a Cost Allocation Plan to CDSS each program year ….. The Cost Allocation Plan shall be in conformance with requirements in 2 CFR Part 200 and 7 CFR Part 247 and shall describe how direct and indirect costs shall be allocated between the programs administrated by the Local Agency. The Cost Allocation Plan shall include a narrative of the Local Agency plan and any necessary backup material needed to substantiate the plan. All costs included in the Cost Allocation Plan shall be supported by formal accounting records which shall substantiate the propriety of eventual claims. Changes to the Cost Allocation Plan require the Local Agency to submit the updated Cost Allocation Plan with each quarterly reimbursement claim.

Corrective Action

CAPK must develop and implement a written Cost Allocation Plan using the Cost allocation template that complies with the requirements. The plan must clearly document all of the allocation methodologies used to allocate direct and indirect costs, identify the basis for allocation percentages, and ensure all claimed costs are supported by formal accounting records.

CAPK must establish and implement written procedures to verify cost allocation percentages and reconcile allocated expenditures to supporting documentation prior to submitting CSFP reimbursement claims. The procedures must include a documented review process and staff training to ensure expenditures claimed are allowable,

reasonable, allocable, necessary, and accurately reported. The Cost Allocation Plan and internal control procedures must be submitted to CDSS for review and approval.

Areas of Recognition and Merit
It is also essential to highlight numerous areas of merits during this compliance review.

1. Staff demonstrated strong program knowledge, professionalism, and a commitment to compliance with eligibility, certification, and distribution requirements.
2. Staff maintained timely and effective communication with CDSS and participants regarding program and operational updates, including the accurate and timely submission of the FNS-153 and other required reports.
3. Caseload management practices aligned with evolving program guidance while maintaining appropriate participation levels.
4. Strong implementation of technology systems, including Primarius, OASIS, and Textedly, enhanced program operations, participant outreach, and communication.
5. Nutrition education efforts exceeded standard requirements through the consistent distribution of recipes and supplemental educational materials that complemented participant food packages.
6. The agency demonstrated continued improvements to warehouse procedures and operational practices supporting inventory management, food safety, and overall program efficiency.
7. Agency staff demonstrated a strong commitment to participant service, program integrity, and continuous program improvement.

Corrective Action Plan

Please submit a corrective action plan by **September 6, 2026**, indicating the actions you have taken or plan to take to resolve each noncompliance finding and area of concern listed here. If full compliance cannot be accomplished within the timeframe allowed, please contact your consultant before the due date to request an extension. Please address your response to the following:

Jessica Radtke, Program Consultant
Commodity Supplemental Food Program
Department of Social Services
744 P Street, Sacramento, CA 95814
Jessica.Radtke@dss.ca.gov

We appreciate your cooperation during the review process. The staff was accommodating throughout the entire visit. If you have any questions regarding this letter, please contact Jessica Radtke, Program Consultant, in the Family Engagement and Empowerment Division, Emergency Food Programs Unit A at (916) 862-5613, or via email to Jessica.Radtke@dss.ca.gov.

Sincerely,

Jessica Radtke

Jessica Radtke, Program Consultant
Nutrition Programs Branch
Family Engagement and Empowerment Division

Lori Coopwood

Reviewed and Approved by
LORI COOPWOOD
Program Manager

Aug 6, 2026
Date

Signature: Lori Coopwood
Email: lori.coopwood@dss.ca.gov
Title: Supervisor II
Company: STATE OF CALIFORNIA DEPARTMENT OF

MEMORANDUM

To: Jessica Radtke, Program Consultant
Commodity Supplemental Food Program
California Department of Social Services

Kelly Lowery, CAPK Food Bank Administrator

August 26, 2026

Response and Corrective Action Plan – FFY 2025-26 CSFP Compliance Review

Community Action Partnership of Kern (CAPK) appreciates the California Department of Social Services' thorough review of our Commodity Supplemental Food Program and the opportunity to respond to the August 6, 2026 Compliance Review Findings Letter.

We especially appreciate CDSS recognizing the many areas in which CAPK Food Bank staff demonstrated strong performance. The review highlighted our staff's program knowledge and professionalism, timely communication and reporting, effective caseload management, use of technology to strengthen program operations and participant communication, nutrition education efforts, improvements in warehouse and inventory procedures, and our team's commitment to participant service, program integrity, and continuous improvement.

We are proud of those results and appreciate CDSS elevating them in the final review. They reflect a significant amount of work by staff to operate CSFP effectively and responsibly. We also view the compliance review process as an important opportunity to identify areas where our internal processes can be strengthened.

The review identified one finding related to discrepancies in expenses reported through the CSFP reimbursement process. Following the review, CAPK examined the circumstances that led to those discrepancies and determined that the underlying issue was the inconsistent application of CAPK's existing cost allocation plan during the internal invoice submission and payment process.

CAPK had an established cost allocation plan during the review period. However, Food Bank staff submitting certain invoices for payment did not consistently apply the allocation methodologies established in that plan.

In response, CAPK is currently implementing a series of corrective actions focused on strengthening internal controls, clarifying staff responsibilities, improving training, and establishing additional verification points to ensure that the existing cost allocation plan is consistently followed.

Corrective Actions in Progress

1. Clarification and Documentation of Cost Allocation Requirements

CAPK is reviewing the existing cost allocation plan and applicable allocation methodologies with Food Bank and Fiscal staff involved in the expense and reimbursement process. As part of this process, CAPK is developing clearer written guidance in the form of individual vendor-specific memos that outline the appropriate methodology for allocating expenses associated with CSFP.

The guidance will reinforce that staff submitting expenses for payment must use the methodology established in the cost allocation plan and should not independently substitute an alternative allocation percentage or methodology.

2. Pre-Reimbursement Reconciliation

CAPK is strengthening its reconciliation process prior to submission of CSFP reimbursement requests. Expenses proposed for reimbursement will be reconciled against supporting accounting records and reviewed to confirm that the appropriate allocation methodology was applied.

This will provide a second control point before expenditures are ultimately claimed for reimbursement and will help identify any discrepancies that were not identified during the initial invoice process.

3. Defined Staff Responsibilities and Accountability

CAPK is clarifying the responsibilities of Food Bank and Fiscal staff throughout the expense and reimbursement process.

Food Bank staff will be responsible for providing appropriate expense coding, supporting documentation, and allocation information when submitting invoices for payment. Fiscal and reimbursement review processes will provide subsequent verification that expenditures charged to CSFP are consistent with the cost allocation plan and supported by appropriate documentation.

4. Staff Training

Once the revised procedures and controls are finalized, CAPK will provide training to staff involved in submitting, processing, reviewing, and reconciling CSFP-related expenses.

Training will address the cost allocation plan, appropriate expense coding, allocation methodologies, supporting documentation requirements, staff responsibilities, and the additional review and reconciliation procedures being implemented.

5. Ongoing Monitoring

CAPK is also developing an ongoing monitoring process for CSFP-related expenditures. Once implemented, periodic reviews will be conducted to verify that established allocation methodologies and internal procedures are being consistently followed.

Any discrepancies identified through this process will be corrected, and recurring issues will be addressed through additional training or procedural changes as appropriate.

Conclusion

The corrective actions currently being implemented are designed to address the underlying cause of the discrepancies identified during the compliance review while also meeting CDSS's requirement for procedures that verify allocation percentages, reconcile expenditures to supporting documentation, provide a documented review process, and ensure appropriate staff training.

Importantly, CAPK's response is focused not on replacing the existing cost allocation plan, but on strengthening the internal processes necessary to ensure that the plan is consistently applied from the initial submission of an expense through the final CSFP reimbursement request.

CAPK appreciates both the recognition provided through this review and the opportunity to strengthen our financial controls. We remain committed to program integrity and continuous improvement recognized by CDSS throughout its review and appreciate our continued partnership in serving CSFP participants throughout Kern County.

If there’s food for one, there’s food for two,

Kelly Lowery
CAPK Food Bank Administrator

CDSS

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

JENNIFER TROIA
DIRECTOR

GAVIN NEWSOM
GOVERNOR

September 25, 2026

SENT VIA EMAIL

Jeremy T. Tobias, CEO
Community Action Partnership of Kern
1300 18th St
Bakersfield, CA 93301

SUBJECT: CAPK CSFP COMPLIANCE REVIEW LETTER OF ACKNOWLEDGMENT OF CORRECTIVE ACTION

Dear Jeremy T. Tobias:

Thank you for your agency's Corrective Action Plan (CAP) to the August 6, 2026, findings letter for the Commodity Supplemental Food Program (CSFP).

I reviewed the CAP submitted by your agency on August 31, 2026. The actions taken, including the updated Cost Allocation Plan and additional internal controls, are sufficient to address the compliance finding and bring the agency into compliance with program requirements. The corrective action is considered addressed, and the compliance review may be closed. The agency must implement and maintain the internal controls described in the CAP.

Sincerely,

Jessica Radtke

JESSICA RADTKE, Program Consultant
Nutrition Programs Branch
Family Engagement and Empowerment Division

DATE	November 18, 2026
TIME	12:00 pm
LOCATION	CAPK Administrative Office 1300 18th St., 3rd Floor Bakersfield, CA 93301

Budget & Finance Committee Minutes

1. **Call to Order**

   Committee Member Jonathan Mullings called the meeting to order at 12:01 pm at the Community Action Partnership of Kern Administrative Office, located at 1300 18th Street, 3rd Floor, Bakersfield, CA.

2. **Roll Call**

   Roll Call was taken with a quorum present.

   Present: Victoria Davis & Jonathan Mullings

   Absent: Fred Plane (Chair)

   Others present: Jeremy Tobias, Chief Executive Officer; Tracy Webster, Chief Financial Officer; Lisa McGranahan, Chief Human Resources Officer; Susana Magana, Director of Health & Nutrition, Gabriele Alexander, Director of Finance and other CAPK staff.

3. **Public Comments**

   No one addressed the Committee.

4. **New Business**

   a. Head Start / Early Head Start Budget to Actual Reports for entire September 30, 2026 – Tracy Webster, Chief Financial Officer – ***Info Item***

      Tracy Webster presented the above agenda item, noting we are 7 months into the funding period.

   b. 2027-2028 California Department of Social Services (CDSS) Programs (CMAP, CMIG and CCTR) Continued Funding Application – Rosa Guerrero, Administrative Analyst Head Start & State Child Development – ***Action Item***

      Rosa Guerrero presented the above agenda item noting this state contract requests a refunding application to CDSS. This funding period runs from July 2027-June 2028.

      Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Davis/Mullings).

   c. 2027-2028 California Department of Education Program (CSPP) Continued Funding Application - Rosa Guerrero, Administrative Analyst Head Start & State Child Development – ***Action Item***

Rosa Guerrero presented the above agenda item and requested approval, with resolution, to submit a refunding application for the above program and authorize the CEO to execute the contract if awarded.

Jonathan Mullings inquired if these resolutions will be provided to the full Board for approval. Jeremy Tobias confirmed they will be provided to the board for approval.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Mullings/Davis).

d. 2027-2028 Head Start and Early Head Start Refunding Application - Rosa Guerrero, Administrative Analyst Head Start & State Child Development - ***Action Item***

Rosa Guerrero presented the above agenda item, noting this is a 5-year contract with annual applications required for funding.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Mullings/Davis).

e. Agreement between CAPK and IRS for Volunteer Income Tax Assistance (VITA) FY 2027 - Jaqueline Guerra, VITA Program Manager - ***Action Item***

Jacqueline Guerra presented the agenda item above and reported that VITA exceeded its contract goal last year with 11,626 returns bringing over $16 million in refunds to the Kern County economy. She also noted that the current contract goal is 12,000 tax returns.

Jeremy Tobias added our VITA program is one of the highest performing VITA programs on the West Coast, including Washington and Alaska.

Jonathan Mullings commended the program's success, noting its tremendous value and positive impact on so many individuals and families throughout the community.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Davis/Mullings).

f. September 2026 Financial Reports –Tracy Webster, Chief Financial Officer - ***Action Item***

Tracy Webster presented the September financial reports noting there was no draw down on the line of credit. The Unrestricted Cash Reserve Dashboard reflects the agency has achieved 30.5% of its cash reserve goal, totaling $3,635,806 (9 days of expenses). The transfer of $927,464 in excess indirect funds will increase reserves to $4,563,270, or 38.2% of the goal (11 days of expenses). The agency continues to maintain sufficient unrestricted cash to support programs with negative cash balances.

Tracy addressed a question raised by Fred Plane during the previous Budget and Finance Committee meeting regarding excessive supply expenditures. Upon further review, it was determined that certain expenses had been incorrectly allocated to Central Kitchen rather than Head Start. These adjustments have resulted in a more accurate presentation of the Central Kitchen budget.

As of September 30, 2026, Central Kitchen expenditures were at 64.1%, with USDA revenue at 52.2%, slightly above the expenditure target of 58.3%. CMAP was at 28.1%, exceeding its target of 25%. Center-based state

program attendance and enrollment rates were 31.7% for CCTR, 22.6% for CSPP, and 0.9% for CMIG. The San Joaquin County CCTR program reported attendance of 19.5%, compared to its 25% target. Additionally, the agency secured CSPP and Head Start funding for Pre-K services, with the CSPP contract currently at 14.8% as the program is being established.

The Finance Division currently has two vacancies and is finalizing the FY 2025–26 audit, with no findings or questioned costs identified in the single audit. Finance and program leadership are also developing the FY 2027–28 budget. Agency expenditures are at 60%, generally aligned with the 58.3% target. The August Indirect Fund report reflected revenue exceeding expenditures by $1,389,710, representing 131.4% of the budgeted indirect surplus. Overall expenditures were at 51.7% of budget, remaining within the expected range. The agency check register was also included in the financial statements.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous (Mullings/Davis).

5. Committee Member Comments

6. Next Scheduled Meeting

Budget & Finance Committee
TBD
1300 18th St., 3rd Floor Board Room
Bakersfield, CA 93301

7. Adjournment

The meeting was adjourned at 12:23pm

o

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: November 18th, 2026

Subject: *Head Start*
Budget to Actual Report for the period ended September 30, 2026 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2026, through February 28, 2027.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2026, through September 30, 2026. Seven months (58.33%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 55% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 100% of the budget.

Non-Federal Share (Head Start and Early Head Start combined)

The non-Federal share is at 87% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2026 - February 28, 2027
Report Period: March 1, 2026 - September 30, 2026
Month 7 of 12 (58.33%)

Prepared 11/09/2026

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,546,814	5,266,715	4,280,098	55%	45%
FRINGE BENEFITS	3,184,875	2,333,655	851,220	73%	27%
SUPPLIES	613,172	475,471	137,701	78%	22%
CONTRACTUAL	258,399	229,386	29,013	89%	11%
CONSTRUCTION	2,100,204	-	2,100,204	0%	100%
OTHER	3,323,722	2,117,699	1,206,023	64%	36%
INDIRECT	1,957,817	1,180,228	777,589	60%	40%
TOTAL BASE FUNDING	**20,985,003**	**11,603,155**	**9,381,848**	**55%**	**45%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	56,265	31,387	24,878	56%	44%
SUPPLIES	28,122	14,858	13,264	53%	47%
CONTRACTUAL	10,420	5,544	4,876	53%	47%
OTHER	63,752	106,769	(43,017)	167%	-67%
INDIRECT	19,027	19,027	-	100%	0%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**177,586**	**(0)**	**100%**	**0%**
GRAND TOTAL HS FEDERAL FUNDS	**21,162,589**	**11,780,741**	**9,381,848**	**56%**	**44%**

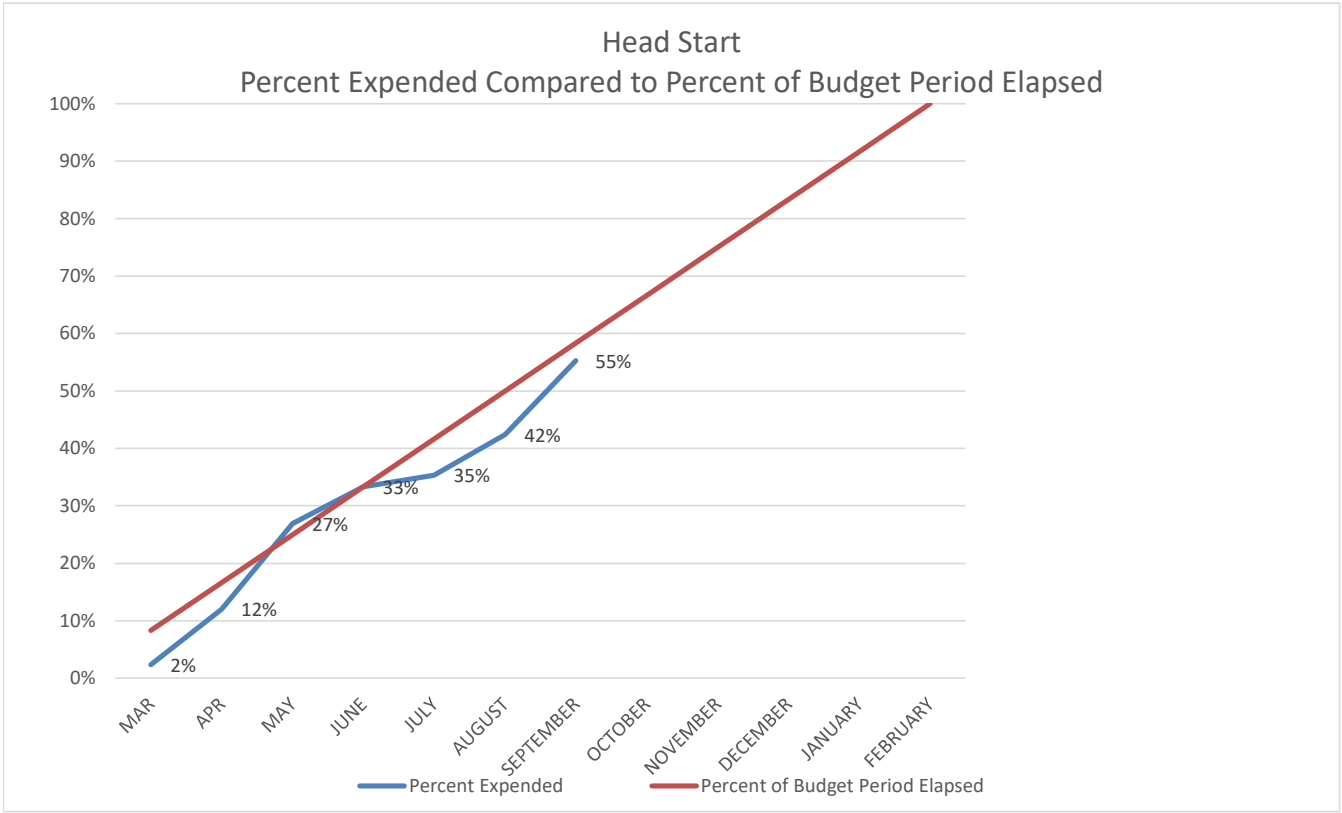
HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	2,117,972	2,755,638	(637,666)	130%	-30%
CALIF DEPT OF ED	7,967,702	5,989,216	1,978,486	75%	25%
TOTAL NON-FEDERAL	**10,085,674**	**8,744,854**	**1,340,820**	**87%**	**13%**

Budget reflects Notice of Award #09CH012489-03-03
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2026
Administrative Cost for HS and EHS Combined **10.98%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Elan Credit Card	73,022				**73,022**	10/1/2026
Lowe's	4,252	-	-	-	**4,252**	10/1/2026
Smart & Final	449	-	-	-	**449**	10/1/2026
Save Mart	-	-	-	-	**-**	10/1/2026
Chevron & Texaco Business Card	3,543	-	-	-	**3,543**	10/1/2026
Home Depot	17,885	-	-	-	**17,885**	10/5/2026
	99,151	**-**	**-**	**-**	**99,151**	


Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
2%
12%
27%
33%
35%
42%
55%
MAR
APR
MAY
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: November 18th, 2026

Subject: *Early Head Start*
Budget to Actual Report for the period ended September 30, 2026 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2026, through February 28, 2027.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2026, through September 30, 2026. Seven months (58.33%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 63% of the budget.

Training & Technical Assistance Funds

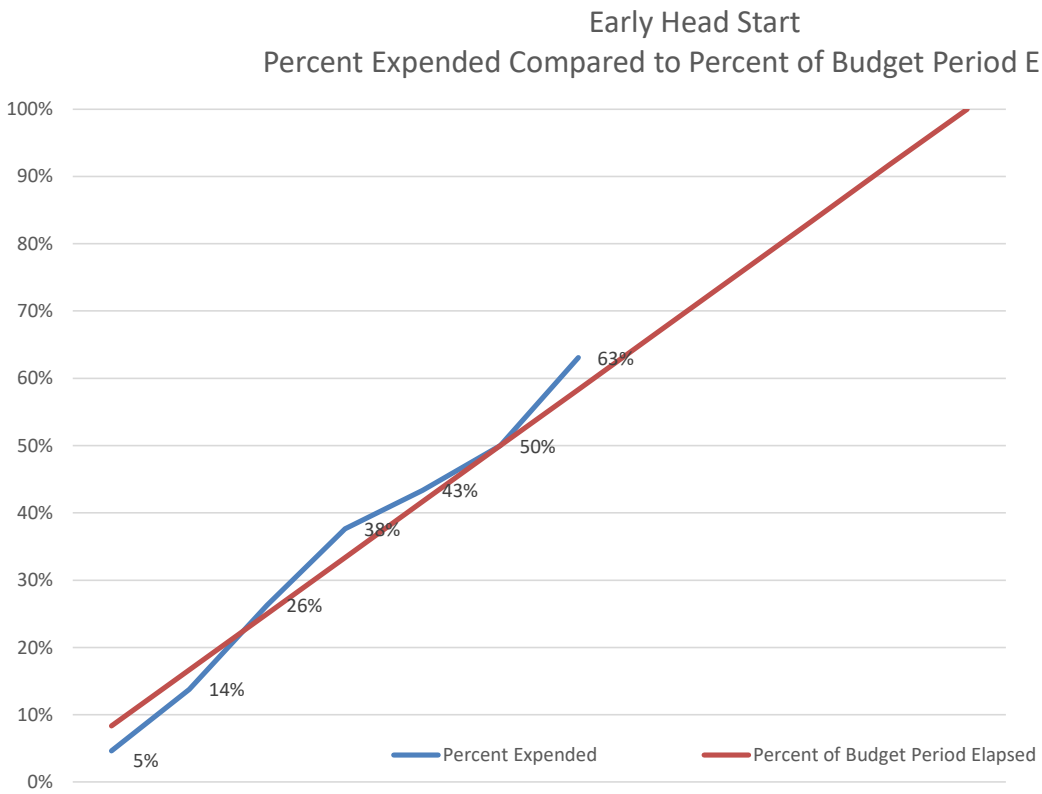
Overall expenditures are at 65% of the budget.

Community Action Partnership of Kern
Early Head Start
Budget to Actual Report
Budget Period: March 1, 2025 - February 28, 2027
Report Period: March 1, 2026 - September 30, 2026
Month 7 of 12 (58.33%)

Prepared 11/09/2026

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,872,663	6,688,941	4,183,723	62%	38%
FRINGE BENEFITS	3,584,023	2,555,546	1,028,477	71%	29%
SUPPLIES	818,999	523,296	295,703	64%	36%
CONTRACTUAL	1,021,511	591,156	430,355	58%	42%
OTHER	2,447,205	1,470,655	976,550	60%	40%
INDIRECT	2,191,961	1,379,995	811,966	63%	37%
TOTAL BASE FUNDING	**20,936,362**	**13,209,588**	**7,726,775**	**63%**	**37%**
TRAINING & TECHNICAL ASSISTAN					
TRAVEL	107,305	51,285	56,020	48%	52%
SUPPLIES	38,024	27,948	10,076	74%	26%
CONTRACTUAL	23,813	5,356	18,457	22%	78%
OTHER	137,953	114,498	23,455	83%	17%
INDIRECT	36,851	23,999	12,852	65%	35%
TOTAL TRAINING & TECHNICAL AS	**343,946**	**223,085**	**120,861**	**65%**	**35%**
GRAND TOTAL EHS FEDERAL FUN	**21,280,308**	**13,432,673**	**7,847,635**	**63%**	**37%**

Budget reflects Notice of Award #09CH012489-03-03
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2026


Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
5%
14%
26%
38%
43%
50%
63%
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: November 18th, 2026

Subject: *Head Start*
McFarland Modular as of September 30, 2026 – **Info Item**

CAPK received authorization from the Office of Head Start (OHS) to purchase and install a modular unit at 410 E. Perkins Ave., McFarland, CA 93250.

The purchase of the new modular unit will be funded through the current grant (09CH012489-03-03).

Below are highlights of the modular project funds for the period ending September 30, 2026:

Overall expenditures to date: **3.39%.**

Community Action Partnership of Kern

McFarland Modular

Report Period: March 1, 2025 - September 30 2026

Prepared 11/09/2026	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
McFarland - (Purchase and Installation of Modular)	1,699,878	57,588	1,642,290	3.39%	96.61%

NOA - 09CH012489-03-04

Community Action Partnership of Kern
Head Start and Early Head Start Kern
Year-to-Date Non-Federal Share and In-Kind Report
Budget Period: March 1, 2026 through February 28, 2027
Report for period ending September **30, 2026** (Month 7 of 12)

Percent of budget period elapsed: 58.33%

LOCATION	Enroll-ment	March	April	May	June	July	Aug	Sep	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	34	8,550	10,613	4,280	0	0	0	5,390	28,834	Kern	47,159	61%
Alicante	17	7,857	18,424	17,701	9,404	6,432	9,377	22,754	91,949	Kern	23,579	390%
Angela Martinez	105	24,979	10,922	9,732	9,319	5,076	7,024	0	67,052	Kern	145,637	46%
Broadway	34	7,454	6,917	2,204	0	0	0	0	16,575	Kern	47,159	35%
California City	17	8,331	6,917	2,204	0	0	0	0	17,453	Kern	23,579	74%
Cleo Foran	23	171	20,798	11,750	0	0	7,859	6,630	47,207	Kern	31,901	148%
Delano	60	23,684	13,043	11,815	7,784	6,635	10,794	3,852	77,606	Kern	83,221	93%
Fairfax	34	11,338	4,701	7,127	3,452	4,851	5,279	0	36,748	Kern	47,159	78%
Harvey L. Hall	136	26,024	27,454	31,011	24,149	22,519	27,551	1,070	159,778	Kern	188,634	85%
Heritage	17	1,518	1,437	2,012	0	0	0	0	4,967	Kern	23,579	21%
Home Base	170	16,628	10,995	14,220	14,995	8,540	2,233	0	67,611	Kern	235,793	29%
Martha J. Morgan	50	19,321	29,346	28,977	19,070	17,492	19,517	0	133,724	Kern	69,351	193%
Oasis	42	12,771	11,350	4,633	0	0	6,546	0	35,299	Kern	58,255	61%
Pete H. Parra	116	78,959	63,868	66,867	36,498	26,605	31,462	0	304,259	Kern	160,894	189%
Primeros Pasos	67	81,527	87,998	83,920	81,541	37,396	56,041	0	428,424	Kern	92,930	461%
Rosamond	51	0	148	0	0	0	0	0	148	Kern	70,738	0%
San Diego	32	9,986	10,149	11,746	10,429	0	0	0	42,310	Kern	44,384	95%
Shafter	17	1,820	1,653	3,544	1,775	4,374	3,838	0	17,004	Kern	23,579	72%
Shafter HS/EHS	24	4,059	4,872	4,382	3,593	4,134	4,935	0	25,975	Kern	33,288	78%
Sterling	115	31,322	25,655	26,981	24,111	20,719	17,952	0	146,740	Kern	159,507	92%
Stockdale Head Start	41	7,286	7,874	5,176	0	0	5,097	0	25,434	Kern	56,868	45%
Sunrise Villa	17	3,669	834	345	0	0	0	0	4,849	Kern	23,579	21%
Taft	51	19,560	20,075	11,435	0	0	8,100	0	59,171	Kern	70,738	84%
Tehachapi	15	0	0	0	0	0	0	0	0	Kern	20,805	0%
Vineland	17	8,932	8,846	4,296	0	0	1,891	0	23,965	Kern	23,579	102%
Virginia	17	10,839	9,480	5,815	0	0	4,118	0	30,251	Kern	23,579	128%
Willow	0	0	0	0	0	0	0	0	0	Kern	0	0%
Administrative Services		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
Governance		0	61	275	6	0	0	0	342	Kern	0	0%
Program Services		21,927	14,047	5,432	7,356	0	0	0	48,762	Kern/SJC	74,265	66%
California Street	24	1,876	8,059	10,739	3,241	3,283	3,334	0	30,532	SJC	33,288	92%
Gianone	16	1,228	2,002	1,102	1,051	1,417	1,869	0	8,670	SJC	22,192	39%
Kennedy	16	147	5,319	5,396	76	0	0	0	10,938	SJC	22,192	49%
Lodi Home Base	20	12,516	2,967	14,146	19,375	15,980	15,040	0	80,023	SJC	27,740	288%
Lodi UCC	24	18,379	7,868	7,891	5,923	7,111	6,979	0	54,151	SJC	33,288	163%
Lathrop Home Base	20	4,764	2,967	2,605	2,670	3,405	1,116	0	17,526	SJC	27,740	63%
Marci Massei	24	0	0	0	0	0	0	0	0	SJC	33,288	0%
Stockton Home Base	40	5,680	5,294	2,293	4,334	4,576	5,197	0	27,374	SJC	55,481	49%
Lathrop	24	3,600	2,527	3,733	966	2,154	1,732	0	14,713	SJC	33,288	44%
SUBTOTAL IN-KIND	**1,527**	**496,702**	**465,482**	**425,788**	**291,117**	**202,700**	**264,880**	**39,696**	**2,186,364**	**0**	**2,192,237**	**100%**
										x		
State General Child Care*		0	0	0	0	326,417	328,972	321,183	976,571	Kern	2,135,515	46%
State Preschool*		1,026,140	693,628	0	0	363,309	631,447	833,180	3,547,705	Kern	4,067,566	87%
State Migrant Child Care*		2,382	2,268	2,155	2,268	567	1,032	930	11,602	Kern	157,004	7%
SUBTOTAL CA DEPT of ED		**1,028,522**	**695,896**	**2,155**	**2,268**	**690,293**	**961,451**	**1,155,293**	**4,535,878**		**6,360,085**	**71%**
										x		
State General Child Care*		235,717	235,233	183,871	196,036	179,941	203,397	219,143	1,453,338	SJC	1,607,617	**90%**
SUBTOTAL CA DEPT of ED		**235,717**	**235,233**	**183,871**	**196,036**	**179,941**	**203,397**	**219,143**	**1,453,338**		**1,607,617**	**90%**
GRAND TOTAL		**1,760,941**	**1,396,611**	**611,814**	**489,421**	**1,072,934**	**1,429,728**	**1,414,132**	**8,175,580**		**10,159,939**	**80%**
									569,274			
									8,744,854			

Community Action Partnership of Kern
Early Head Start Child Care Partnerships
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2026 through February 28, 2027
Report for period ending September 30, 2026 (Month 7 of 12)

Percent of year elapsed: 58.33%

LOCATION	FUNDED ENROLL-MENT	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Kern Community College District - BC	32	28,443	28,174	29,782	30,910	15,858	10,640	30,299	174,106	137,864	126%
KCSOS - Blanton	16	39,828	32,032	37,058	32,023	20,500	21,481	25,958	208,878	68,932	303%
Garden Pathways	11	0	0	0	0	0	0	0	0	47,391	0%
Taft College	42	37,023	35,735	18,539	23,209	19,981	22,969	28,834	186,291	180,947	103%
Escuelita Hernandez	16	0	0	0	0	0	0	0	0	68,932	0%
Program Services		0	0	0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0	0	0		
GRAND TOTAL	**117**	**105,294**	**95,941**	**85,379**	**86,141**	**56,339**	**55,090**	**85,090**	**569,274**	**504,065**	**113%**

Budget reflects Notice of Award #09CH012489-03-03

MEMORANDUM

To: Budget & Finance Committee

From: Rosa Guerrero, Administrative Analyst
Laura Porta, MCAP Administrator

Date: November 18, 2026

Subject: *Agenda Item 4b:* 2027-2028 California Department of Social Services (CDSS) Programs (CMAP, CMIG and CCTR) Continued Funding Application – **Action Item**

The California Department of Social Services (CDSS) requires submission of a refunding application for the CDSS state contracts. Funds will be used to continue the Migrant Alternative Payment, Migrant Child Care and General Child Care services. The funding period would be July 2027 through June 2028 supporting the programs listed below. The estimated funding may increase if additional funding is budgeted from CDSS.

- Migrant Alternative Payment (CMAP): $37,213,685
- Migrant Child Care (CMIG): $293,823
- General Child Care (CCTR): $3,996,470

The electronic submission requires the Chief Executive Officer to authorize the application content and must receive approval from the Board of Directors to execute the contract. The application also requests the Clerk of the Governing Board certify the resolution adopted by the Board via signature. Lastly, the resolution must identify the designee within CAPK that will be uploading the application on behalf of CAPK. The resolution indicates Rosa Guerrero, Administrative Analyst as the designee to submit the electronic application once approved by the CEO and the Board.

Strategic Plan Impact
This proposal aligns with Strategic Priority A – Community Investment of the 2026-2029 Strategic Plan which emphasizes fostering pathways out of poverty and expanding access to education, employment, and essential services.

Recommendation
Staff recommends the Board of Directors approve with resolution, the submission of the Fiscal Year 2027-2028 Continued and Expansion Funding Application for the California Department of Social Services programs, authorize the Chair of the Board to certify the resolution, and authorize the Chief Executive Officer to execute the contract, and assign a designee to submit the application upon the CEO's approval.

Attachment:
Resolution 2026-13

RESOLUTION # 2026-13

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2027-28 California Department of Social Services Funding Application

The Board of Directors of Community Action Partnership of Kern located at 1300 18th Street, Suite 200, Bakersfield, CA 93301, met on November 23, 2026, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, program is requesting to submit the California Department of Social Services continued funding application for Migrant Alternative Payment (CMAP), Migrant Child Care (CMIG), and General Child Care (CCTR), for funding from July 1, 2027 through June 30, 2028; and

WHEREAS, the Head Start and State Child Development Division is requesting a maximum funding amount of **$37,213,685 for CMAP; $293,823 for CMIG; and $3,996,470 for CCTR** in annual funding; and

WHEREAS, the California Department of Social Services requires that an authorized signatory be named for the refunding application and contract, assign the Clerk of the Governing Board to certify this resolution, and assign an authorized representative to submit the application electronically; and

NOW, THEREFORE, be it resolved that CAPK Board of Directors hereby authorizes Jeremy T. Tobias, Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the CDSS Continued Funding Application and CDSS contract and assign Rosa Guerrero, Administrative Analyst to submit the application electronically.

APPROVED by a majority vote of the Directors of Community Action Partnership of Kern, this 23rd day of November 2026.

Martiza Jimenez, Chair
CAPK Board of Directors

Date

Kimberly Simmonds, Board Clerk
CAPK

Date

MEMORANDUM

To: Budget and Finance Committee

From: Rosa Guerrero, Administrative Analyst

Date: November 18, 2026

Subject: *Agenda Item 4c:* 2027-2028 California Department of Education Program (CSPP) Continued Funding Application– **Action Item**

The Head Start and State Child Development Division is requesting approval from the Board of Directors to submit the application for continued funding for the California Department of Education's California State Preschool Program (CSPP) grant. The funding period would be July 2027 through June 2028.

Funds will be used to continue the State Preschool program that is currently blended with Head Start center-based services. The estimated funding is $8,087,274 but may increase if additional funding is budgeted from the California Department of Education.

The electronic submission requires the Chief Executive Officer to authorize the application content and receive approval from the Board of Directors to execute the contract. The application also requests the Clerk of the Governing Board certify the resolution adopted by the Board via signature. Lastly, the resolution must identify the designee within CAPK that will be uploading the application on behalf of CAPK. The resolution indicates Rosa Guerrero, Administrative Analyst as the designee to submit the electronic application once approved by the Board and CEO, and certified by the Board Clerk.

Strategic Plan Impact

This proposal aligns with Strategic Priority A – Community Investment of the 2026-2029 Strategic Plan which emphasizes fostering pathways out of poverty and expanding access to education, employment, and essential services.

Recommendation

Staff recommends the Board of Directors approve with resolution the submission of the Fiscal Year 2027-2028 Continued Funding Application for California Department of Education's CSPP program, authorize the Chief Executive Officer to execute the contract, authorize Gina Martinez, Board Secretary to certify the resolution, and assign a designee to submit the application up on the CEO's approval

Attachment: *Resolution 2026-11*

RESOLUTION # 2026-11

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2027-28 California Department of Education Funding Application

The Board of Directors of Community Action Partnership of Kern, met on November 23, 2026, at a regularly scheduled meeting, at the CAPK Administrative Offices located at 1300 18th Street, Suite 200, Bakersfield, CA 93301 and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the Head Start and State Child Development Division is requesting to submit the California Department of Education (CDE) continued funding application for State Preschool (CSPP), for funding from July 1, 2027, through June 30, 2028; and

WHEREAS, the Head Start and State Child Development Division is requesting a maximum funding amount of $8,087,274 for State Preschool (CSPP) in annual funding; and

WHEREAS, the California Department of Education requires that an authorized signatory be named for the refunding application and execute the contract, that the Clerk of the Board certify this resolution as a full, true, and correct copy adopted by the Board, and an authorized representative be named for submitting the application electronically; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the CDE Continued Funding Application and CDE contract, assign the Clerk of the Governing Board to certify this resolution, and assign Rosa Guerrero, Administrative Analyst, to submit the application electronically.

APPROVED by a majority vote of the Directors of Community Action Partnership of Kern, this 23rd day of November 2026.

Maritza Jimenez, Chair CAPK Board of Directors	Date
Kimberly Simmonds, Board Clerk CAPK	Date

MEMORANDUM

To: Budget & Finance

From: Rosa Guerrero, Administrative Analyst

Date: November 18, 2026

Subject: Agenda Item: 4d 2027-2028 Head Start/Early Head Start Refunding Application – **Action Item**

As we approach the end of the 2026-2027 fiscal year, the Head Start and State Child Development division is requesting approval to submit our 2027-28 HS/EHS Refunding Application to the Office of Head Start. Staff are preparing the Head Start annual refunding application due December 1st. This annual refunding application will be the fourth year of the five-year grant cycle supporting funding from March 1, 2027, to February 28, 2028.

Budgetary changes are identified in the attached budget detail. The most significant include savings in the Personnel category due to formerly directly allocated positions moved to the indirect cost pool and the rising costs of Health Insurance in the Fringe Benefit category. Other noted changes are listed in the comment section of the detail. The total funding for this application includes $39,821,161 in base funding and $521,532 Training and Technical Assistance Funding. Additional revenue is identified from fully earning state contracts through the California Department of Education (CDE) and California Department of Social Services (CDSS).

Recommendation

Staff recommends the Budget and Finance Committee approve with resolution the submission of the 2027-2028 HS/EHS Refunding Application (09CH012489).

Attachment:
2027-2028 Budget Detail
Resolution 2026-12

HEAD START & EARLY HEAD START
CHILD AND ADULT CARE FOOD PROGRAM
STATE OF CALIFORNIA EARLY CHILDHOOD EDUCATION FUNDING
2027-2028 COMBINED BUDGET DETAIL

BUDGETED EXPENDITURES

Head Start/Early Head Start Program Operations, Training & Technical Assistance, Child & Adult Care Food Program, California Department of Education	2026-27 Approved	2027-28 Projected	VARIANCE increase (decrease)	Comments
PERSONNEL	**31,583,907**	**31,571,049**	**(12,858)**	Modified positions
FRINGE BENEFITS	**10,338,474**	**10,338,609**	**135**	Modified positions
TRAVEL	**163,570**	**163,570**	**-**	
EQUIPMENT	**-**	**-**	**-**	
SUPPLIES				
Office Supplies	171,400	171,400	-	
Child and Family Services Supplies	959,877	959,877	-	
Food Services Supplies	96,500	96,500	-	
Other Supplies (e.g. janitorial, training)	312,563	312,563	-	
TOTAL SUPPLIES	**1,540,340**	**1,540,340**	**-**	
CONTRACTUAL				
Administrative Services	50,000	50,000	-	
Training & Technical Assistance	34,233	34,233	-	
Other Contracts	1,229,910	1,229,910	-	
TOTAL CONTRACTUAL	**1,314,143**	**1,314,143**	**-**	
CONSTRUCTION				
Construction Projects	-	-	-	
TOTAL CONSTRUCTION	**-**	**-**	**-**	
OTHER				
Rent	999,007	999,007	-	
Mortgage	-	-	-	
Utilities, Telephone	1,376,950	1,676,573	**299,623**	Based on PY actual expenses
Building & Child Liability Insurance	142,700	142,700	-	
Building Maintenance/Repair	1,104,777	1,329,124	**224,347**	Based on PY actual expenses
Local Travel (children)	-	-	-	
Nutrition Services	1,720,323	1,742,132	**21,809**	Based on PY actual expenses
Child Services Consultants	116,832	116,832	-	
Volunteers	4,937	4,937	-	
Parent Services	16,805	16,805	-	
Publications/Advertising/Printing	110,750	110,750	-	
Training or Staff Development	201,705	201,705	-	
Other	635,805	635,805	-	
TOTAL OTHER	**6,430,591**	**6,976,370**	**545,779**	
INDIRECT	**5,932,784**	**5,993,944**	**61,160**	Increase due to change in MTDC
BUDGETED EXPENDITURES	**57,303,809**	**57,898,025**	**594,216**	

REVENUES

STATE & FEDERAL REVENUES	2025-26 Approved	2026-27 Projected	VARIANCE increase (decrease)	Comments
Head Start/EHS Program Operations	39,821,161	39,821,161	-	
Head Start/EHS Training & Technical Assistance	521,532	521,532	-	
Estimated Child & Adult Care Food Program	2,045,439	2,091,077	45,638	Increase in enrollment
Estimated California Department of Education	14,915,677	15,464,255	548,578	Increase in enrollment
TOTAL STATE & FEDERAL REVENUES	**57,303,809**	**57,898,025**	**594,216**	

SUMMARY - 2027-2028

TOTAL REVENUES	57,898,025
TOTAL BUDGETED EXPENDITURES	57,898,025
DIFFERENCE	**-**
ESTIMATED HS/EHS ADMINISTRATIVE COST RATE:	**14.30%**

RESOLUTION # 2026-12

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving the Refunding Application of Head Start and Early Head Start Grant

The Board of Directors of Community Action Partnership of Kern located at 1300 18th Street, Suite 200, Bakersfield, CA 93301, met on November 23, 2026, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the Head Start and State Child Development Division has requested to submit a Refunding Application for the Head Start/Early Head Start (09CH012489) grant, for budget year 2027-2028; and

WHEREAS, the Head Start and State Child Development Division has requested to submit a Refunding Application with the budget detail including $39,821,161 for base funding and $521,532 in Training and Technical Assistance Funding; and

WHEREAS, the Office of Head Start requires that an authorized signatory be named for the Head Start and Early Head Start contract;

NOW, THEREFORE, be it resolved that CAPK Board of Directors hereby authorizes Jeremy T. Tobias, Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the submission of the 2027-2028 refunding application for the Head Start and Early Head Start grant.

APPROVED by a majority vote of the Directors of Community Action Partnership of Kern, this 23rd day of November 2026.

Maritza Jimenez, Chair
CAPK Board of Directors

Date

MEMORANDUM

To: Budget & Finance Committee

From: Jacqueline Guerra, VITA Program Administrator

Date: November 18, 2026

Subject: *Agenda Item 4e*: Agreement between CAPK and IRS for Volunteer Income Tax Assistance (VITA) FY 2027 – **Action Item**

On November 6, 2026, the CAPK Volunteer Income Tax Assistance (VITA) program received a 12-month award notice in the amount of $400,000 from the Department of Treasury's Internal Revenue Service (IRS), to offer free volunteer income tax assistance services to low-income individuals and families throughout Kern County. The contract period for agreement **27VITA0247,** will be from October 1, 2026, through September 30, 2027. This grant will utilized by CAPK and our partner agencies including, United Way of Central Eastern California, at $110,500, Mexican American Opportunity Foundation, at $9,900 and California Farmworkers Foundation at $35,000.

Our contract goal is to complete a minimum of 12,000 tax returns. Last year's tax return goal was 11,500, and we completed 11,626, surpassing our contractual requirement by 126 returns. This brought over $16 million dollars into the Kern County economy and residents were able to save over $4.0 million dollars in tax preparation fees. We anticipate surpassing our target for the 2027 tax season.

This program supports the federal and state efforts to help low-income individuals and families to complete their annual taxes and receive financial support. The work connects CAPK's mission and Strategic Goal 2, to expand our services by developing strategic partnerships that enhance existing programs, increase community reach, and strengthen service deliveries. This program is designed to provide tax education, financial assistance, and support to a targeted population in Kern County.

Recommendation:

Staff recommends the Budget and Finance Committee approve the VITA contract and authorize the Chief Executive Officer to execute the contract and any future agreements or amendments.

Attachment:
VITA Contract Agreement 27VITA0247

Form **13981** (July 2026)	Department of the Treasury - Internal Revenue Service **Grant Agreement**	**VITA** OMB Number 1545-2222

General Federal Award Information

Recipient name	COMMUNITY ACTION PARTNERSHIP OF KERN	Federal Award Identifier Number (FAIN)	27VITA0247
Recipient address	1300 18Th Street Suite 200 Bakersfield, CA 93301-4537	Federal award date	10/01/2026
		Period of performance October 1, 2026 to September 30, 2027	
		Amount of federal funds obligated	$400,000.00
UEI	MH2JA4FK2WK1	Total amount of federal funds obligated	$400,000.00
Indirect cost rate	15%	Total cost sharing or match required	$400,000.00
Budget approved	$400,000.00	Total amount of federal award + Total cost sharing or match	$800,000.00
Minimum federal returns to be accomplished by your program	12000	Multi-year period	☑ 1 ☐ 2 ☐ 3

General Program Information

Assistance listing number and name	21.009 Volunteer Income Tax Assistance (VITA) Matching Grant Program
Program source	20-2009
Federal award project description	This project enables the Volunteer Income Tax Assistance (VITA) program to extend services to underserved populations in hardest-to-reach areas, both urban and non-urban; increase the capacity to file returns electronically; heighten quality control; enhance training of volunteers; and improve significantly the accuracy rate of returns prepared at VITA sites.

Contact Information for IRS Grant Officer

Name	Williams Amber M		
Address	Internal Revenue Service 401 W. Peachtree St. Stop 420-D Atlanta, Georgia 30308	Email address	Amber.M.Williams3@irs.gov
		Email grant acceptance	Amber.M.Williams3@irs.gov
		Email questions	Amber.M.Williams3@irs.gov

This **Grant Agreement** is entered into by the Internal Revenue Service, Department of the Treasury, United States of America, hereinafter referred to as IRS, and the recipient shown above and hereinafter referred to as recipient.

Period of Performance: The Grant Agreement covers the grant period shown above and is conditional on compliance with terms and conditions in **Publication 5247** on **IRS.gov**. Recipients are cautioned to review the terms and conditions specific to this agreement in its entirety prior to signing. Expenses incurred before or after this period are not covered by this grant.

The Federal Government may be operating under a Continuing Resolution (CR) and the Federal Government's obligation under the VITA Grant Program is contingent upon the availability of appropriated funds from which payment for the VITA Grant Program can be made. No additional expense reimbursements or other payments shall be made by the IRS unless the total amount of federal award set forth above is increased in writing.

This award is subject to the requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006, as amended.

This is not a Research & Development grant.

Your organization is an approved multi-year grant recipient. Your grant will be renewed in year two or year three, provided your organization meets the multi-year grant criteria as outlined in the application package for your initial multi-year award. Funding for the subsequent grant cycle may be increased or decreased, depending on the Congressional appropriation for the VITA Grant Program and your organization's performance during the grant cycle covered by this award.

Approved by an Authorized Representative of the Recipient		Approved for the Internal Revenue Service by	
Name *(type/print)*		Name *(type/print)* Richard L. Rodriguez	
Title *(type/print)*		Title *(type/print)* SPEC Director	
Signature	Date	Signature	Date 10/01/2026

Privacy Act and Paperwork Reduction Act Notice

The Privacy Act of 1974 requires that when we ask for information we tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for information is 5 U.S.C. 301. The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-2222. The time estimated for participation is 30 minutes. We are asking for this information to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs. The information you provide may be furnished to others who coordinate activities and staffing at volunteer return preparation sites or outreach activities. The information may also be used to establish effective controls, send correspondence and recognize volunteers. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be able to use your assistance in these programs.

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

Community Action Partnership of Kern
Presentation to the Audit & Pension Committee

November 6, 2026

Items to be presented:

- Audit report for Community Action Partnership of Kern for the year ended February 28, 2026
- Special Purpose audit report for Community Action Partnership of Kern for the year ended June 30, 2026
- Audit report for Community Action Partnership of Kern 401(a) Plan for the year ended February 28, 2026
- Audit report for Community Action Partnership of Kern 403(b) Plan for the year ended December 31, 2025
- Program Specific Audit Report for Community Action Partnership of Kern Adult Reentry Grant (ARG) Program for the period October 1, 2022 through September 30, 2026
- Report to the Audit Committee

capk
Community Action Partnership of Kern

Financial Statement 2026



C O N T E N T S

INDEPENDENT AUDITOR'S REPORT	1-3
FINANCIAL STATEMENTS	
Statements of financial position	4
Statements of activities	5
Statements of cash flows	6-7
Statements of functional expenses	8-9
Notes to financial statements	10-21
SUPPLEMENTARY INFORMATION	
Schedule of expenditures of federal and state awards	22-27
Schedules of revenue and expenditures for completed contracts	28-71
California Department of Community Services and Development – supplemental schedules of revenue and expenditures	72-78
OTHER INDEPENDENT AUDITOR'S REPORTS	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	79-80
Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance	81-83
Independent Auditor's Report on Compliance for First 5 Kern Programs and Report on Internal Control Over Compliance When Using the Program-Specific Audit Option to Satisfy the Uniform Guidance Audit Requirements	84-86
FINDINGS AND RECOMMENDATIONS SECTION	
Schedule of findings and questioned costs	87-88
Summary schedule of prior audit findings	89

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on the Financial Statements

Opinion

We have audited the financial statements of **Community Action Partnership of Kern** (the Organization), which comprise the statements of financial position as of February 28, 2026 and 2025, the related statements of activities, cash flows and functional expenses for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as of February 28, 2026 and 2025, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are issued or available to be issued.

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax. 661.834.4839 – www. dpvb.com

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.

- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of expenditures of federal and state awards, as required by *Title 2 U.S.* Code of Federal Regulations (CFR) *Part 200*, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the additional supplementary information on pages 22-78, are presented for purposes of additional analysis, and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required* by *Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2026 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 26, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN

STATEMENTS OF FINANCIAL POSITION
February 28, 2026 and 2025

	2026	2025
ASSETS		
Current Assets		
Cash	**$ 15,390,615**	$ 17,762,889
Investments (Notes 3 and 4)	**-**	2,552,529
Grants and contracts receivable (Note 5)	**10,186,697**	9,329,530
Other receivable (Note 18)	**1,066,790**	-
Inventories (Note 6)	**3,643,843**	4,851,792
Prepaid expenses	**870,056**	902,379
Total current assets	**31,158,001**	35,399,119
Noncurrent Assets		
Cash restricted for program use by funding agencies	**812,314**	6,169,544
Property and equipment (Notes 7, 8 and 9)	**54,279,115**	50,599,052
Operating lease right-of-use assets (Note 13)	**5,438,079**	4,493,179
Total noncurrent assets	**60,529,508**	61,261,775
Total assets	**$ 91,687,509**	$ 96,660,894
LIABILITIES AND NET ASSETS		
Current Liabilities		
Current maturities of long-term debt (Note 9)	**$ 374,516**	$ 308,671
Accounts payable:		
Trade	**3,946,278**	5,669,897
Construction	**-**	494,413
Accrued expenses	**4,895,296**	6,303,239
Advances payable	**710,517**	3,890,350
Deferred revenue (Note 12)	**13,988,918**	16,523,053
Current portion of operating lease liability (Note 13)	**1,538,492**	1,272,208
Total current liabilities	**25,454,017**	34,461,831
Noncurrent Liabilities		
Long-term debt, less current maturities (Note 9)	**6,959,015**	7,320,507
Long-term operating lease liability (Note 13)	**3,891,705**	3,239,203
Total noncurrent liabilities	**10,850,720**	10,559,710
Total liabilities	**36,304,737**	45,021,541
Commitments and Contingencies (Note 14)		
Net Assets		
With donor restrictions (Note 15)	**130,646**	133,758
Without donor restrictions		
Board designated for accrued vacation liability (Note 11)	**1,086,506**	1,173,890
Undesignated	**54,165,620**	50,331,705
Total net assets	**55,382,772**	51,639,353
Total liabilities and net assets	**$ 91,687,509**	$ 96,660,894

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN

STATEMENTS OF ACTIVITIES
Years Ended February 28, 2026 and 2025

	2026			2025		
	Without Donor Restrictions	**With Donor Restrictions**	**Total**	Without Donor Restrictions	With Donor Restrictions	Total
Program revenues:						
Federal grants	**$ 72,389,482**	**$ -**	**$ 72,389,482**	$ 84,638,236	$ -	$ 84,638,236
State grants	**64,526,629**	**-**	**64,526,629**	59,635,374	-	59,635,374
Local grants	**3,595,436**	**42,500**	**3,637,936**	3,217,721	72,041	3,289,762
Donations:						
Food	**31,188,929**	**-**	**31,188,929**	31,285,755	-	31,285,755
Cash	**722,404**	**108,572**	**830,976**	258,970	76,092	335,062
Contribution received in acquisition of California Veterans Assistance Foundation (Note 18)	**5,131,206**	**-**	**5,131,206**	-	-	-
Contributions in-kind (Notes 1 and 17)	**30,754**	**-**	**30,754**	65,489	-	65,489
Other revenue	**2,567,745**	**-**	**2,567,745**	1,902,755	-	1,902,755
Gain (loss) on disposition of property and equipment	**(23,239)**	**-**	**(23,239)**	124,242	-	124,242
Net assets released from restriction	**154,184**	**(154,184)**	**-**	225,684	(225,684)	-
Total revenue, gains and other support	**180,283,530**	**(3,112)**	**180,280,418**	181,354,226	(77,551)	181,276,675
Program expenses:						
Child care and education	**92,125,679**	**-**	**92,125,679**	90,427,296	-	90,427,296
Nutrition	**53,077,088**	**-**	**53,077,088**	54,700,416	-	54,700,416
Energy conservation	**5,785,542**	**-**	**5,785,542**	6,880,041	-	6,880,041
Community services	**12,789,190**	**-**	**12,789,190**	11,211,877	-	11,211,877
General and administrative	**12,171,549**	**-**	**12,171,549**	12,178,171	-	12,178,171
Fundraising	**587,951**	**-**	**587,951**	356,537	-	356,537
Total expenses	**176,536,999**	**-**	**176,536,999**	175,754,338	-	175,754,338
Change in net assets	**3,746,531**	**(3,112)**	**3,743,419**	5,599,888	(77,551)	5,522,337
Net assets, beginning	**51,505,595**	**133,758**	**51,639,353**	45,905,707	211,309	46,117,016
Net assets, ending	**$ 55,252,126**	**$ 130,646**	**$ 55,382,772**	$ 51,505,595	$ 133,758	$ 51,639,353

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN

STATEMENTS OF CASH FLOWS
Years Ended February 28, 2026 and 2025

	2026	2025
Cash Flows From Operating Activities		
Change in net assets	**$ 3,743,419**	$ 5,522,337
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	**3,748,930**	2,590,883
Property and equipment received in acquisition of California Veterans Assistance Foundation	**(4,100,879)**	-
(Gain) loss on disposition of property and equipment	**23,239**	(124,242)
Unrealized (gain) on investments	**-**	(52,529)
Change in operating lease right-of-use assets and lease liabilities	**(26,114)**	(10,131)
Changes in assets and liabilities:		
(Increase) decrease in:		
Grants and contracts receivable	**(857,167)**	3,797,154
Other receivable	**(1,066,790)**	-
Inventories	**1,207,949**	(857,135)
Prepaid expenses	**32,323**	(84,887)
Increase (decrease) in:		
Accounts payable:		
Trade	**(1,723,619)**	191,599
Construction	**(494,413)**	(69,239)
Accrued expenses	**(1,407,943)**	696,361
Advances payable	**(3,179,833)**	967,101
Deferred revenue	**(2,534,135)**	(519,943)
Net cash provided by (used in) operating activities	**(6,635,033)**	12,047,329
Cash Flows From Investing Activities		
Purchase of property and equipment	**(3,351,353)**	(6,977,461)
Proceeds from sale of property and equipment	**-**	127,080
Sale of investments	**2,552,529**	-
Net cash (used in) investing activities	**(798,824)**	(6,850,381)
Cash Flows From Financing Activities		
Principal payments on long-term borrowings -		
Net cash (used in) financing activities	**(295,647)**	(298,029)
Net increase (decrease)in cash and restricted cash	**(7,729,504)**	4,898,919
Cash and restricted cash:		
Beginning	**23,932,433**	19,033,514
Ending	**$ 16,202,929**	$ 23,932,433

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position that sum to the total of the same such amounts shown in the statements of cash flows:

	2026	2025
Cash	**$ 15,390,615**	$ 17,762,889
Cash restricted for program use by funding agencies	**812,314**	6,169,544
	$ 16,202,929	$ 23,932,433

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN

STATEMENTS OF CASH FLOWS (continued)
Years Ended February 28, 2026 and 2025

	2026	2025
Supplemental Disclosures of Cash Flow Information		
Cash payments for interest	**$ 227,387**	$ 234,385
Supplemental Schedule of Noncash Operating , Investing and Financing Activities		
Net assets received in acquisition of California Veterans Assistance Foundation	**$ 5,131,206**	$ -
Program expenses provided by contributions in-kind revenue	**$ 30,754**	$ 65,489
Supplemental Schedule of Operating and Investing Activities		
Accounts payable incurred for construction in progress	**$ -**	$ 494,413
Supplemental Cash Flow Information Related to Leases is as follows:		
Cash paid for amounts included in measurement of lease liabilities:		
Operating cash outflows - payments on operating leases	**$ 1,944,239**	$ 1,737,952
Right-of-use assets obtained in exchange for lease obligations:		
Operating leases	**$ 1,641,798**	$ 1,624,930

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN

STATEMENT OF FUNCTIONAL EXPENSES
Year Ended February 28, 2026

	Child Care and Education	Nutrition	Energy Conservation	Community Services	General and Administrative	Fundraising	Total
Salaries	$ 36,380,584	$ 4,630,137	$ 2,793,626	$ 5,674,139	$ 255,577	$ 124,122	$ 49,858,185
Fringe benefits	12,885,047	1,625,572	904,509	1,883,875	70,843	19,093	17,388,939
Consultant/contract services	1,652,138	638,927	751,624	370,389	4,159	12,425	3,429,662
Travel	427,526	227,839	48,544	133,736	5,896	399	843,940
Space cost	2,448,101	860,473	260,321	1,989,065	4,150	36,102	5,598,212
Consumable supplies	2,414,819	840,470	92,317	608,219	15,465	6,435	3,977,725
Other costs	1,617,180	721,930	538,213	609,627	9,892	226,407	3,723,249
Program costs	32,090,887	3,286,077	334,661	1,224,920	214	169	36,936,928
Depreciation	2,209,397	1,016,792	61,727	295,220	2,995	162,799	3,748,930
Indirect expenses	-	-	-	-	11,802,358 *	-	11,802,358
Donated commodities	-	39,228,871	-	-	-	-	39,228,871
Total expenses	$ 92,125,679	$ 53,077,088	$ 5,785,542	$ 12,789,190	$ 12,171,549	$ 587,951	$ 176,536,999

* Indirect expenses include indirect costs related to federal and state awards whereby the Organization uses the lessor of the 10 percent indirect cost rate or the maximum percentage allowed by the grantor for the year ended February 28, 2026.

See Notes to Financial Statements.

801

COMMUNITY ACTION PARTNERSHIP OF KERN

STATEMENT OF FUNCTIONAL EXPENSES
Year Ended February 28, 2025

	Child Care and Education	Nutrition	Energy Conservation	Community Services	General and Administrative	Fundraising	Total
Salaries	$ 34,926,528	$ 4,648,790	$ 2,585,018	$ 5,198,166	$ 4,995	$ 236,715	$ 47,600,212
Fringe benefits	11,575,311	1,536,851	787,082	1,575,620	649	66,544	15,542,057
Consultant/contract services	1,180,755	953,777	2,029,843	654,461	33,361	8	4,852,205
Litigation settlements	-	-	-	-	24,860	-	24,860
Travel	414,741	142,630	37,577	111,677	23,295	5,031	734,951
Space cost	4,540,042	1,390,653	247,664	1,756,422	5,405	4,627	7,944,813
Consumable supplies	3,108,382	1,032,646	116,211	425,895	23,213	9,435	4,715,782
Other costs	1,716,243	503,917	597,616	528,230	362,238	30,852	3,739,096
Program costs	31,423,563	2,849,380	415,037	697,039	4,630	977	35,390,626
Depreciation	1,541,731	612,353	63,993	264,367	106,091	2,348	2,590,883
Indirect expenses	-	-	-	-	11,589,434 *	-	11,589,434
Donated commodities	-	41,029,419	-	-	-	-	41,029,419
Total expenses	$ 90,427,296	$ 54,700,416	$ 6,880,041	$ 11,211,877	$ 12,178,171	$ 356,537	$ 175,754,338

* Indirect expenses include indirect costs related to federal and state awards whereby the Organization uses the lessor of the 10 percent indirect cost rate or the maximum percentage allowed by the grantor for the year ended February 28, 2026.

See Notes to Financial Statements.

802

NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Activities and Significant Accounting Policies

Nature of Activities and Reporting Entity: **Community Action Partnership of Kern** (the Organization) is the designated Community Action Agency of Kern County. The purpose of the Organization is to mobilize and utilize public and private resources of the urban and rural communities in the County of Kern to combat poverty through community action programs. Major classifications of program expenses are childcare and education, nutrition, energy conservation, and community services.

A summary of the Organization's significant accounting policies follows:

Basis of Presentation: The financial statements of the Organization have been prepared in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP), which require the Organization to report information regarding its financial position and activities according to the following net asset classifications:

> *Net assets without donor restrictions:* Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the board of directors.
>
> *Net assets with donor restrictions:* Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.
>
> Donor restricted contributions are reported as an increase in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities.

Measure of Operations: The statements of activities report all changes in net assets, including changes in net assets from operating and nonoperating activities. Operating activities consist of those items attributable to the Organization's ongoing activities. Nonoperating activities are other activities considered to be more unusual or nonrecurring in nature.

Revenue and Support: Support that is restricted by the donor is reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restriction.

The Organization reports gifts of goods and equipment as support without donor restrictions unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as support with donor restrictions. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

NOTES TO FINANCIAL STATEMENTS

Donated Services: Donated services are recognized in the financial statements as revenue and expense in equal amounts at their estimated fair values. In-kind grantee contributions totaling $30,754 and $65,489 are included in the statements of activities for the years ended February 28, 2026 and 2025, respectively. See Note 17 for further discussion. In-kind contributions of volunteer time by parents participating in the Head Start and Early Head Start programs are not included in the statements of activities, because they do not meet the criteria for recognition. The totals are $3,753,163 and $4,474,043 for the years ended February 28, 2026 and 2025, respectively.

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. The allocation of functional expenses is considered to be a significant estimate as further discussed on page 12.

Cash and Restricted Cash: The Organization maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. The Organization has not experienced any losses in such accounts. The Organization believes it is not exposed to any significant credit risk on cash.

The Organization is required to maintain separate bank accounts in accordance with certain grant restrictions. As of February 28, 2026 and 2025, there was $812,314 and $6,169,544, respectively, in separate bank accounts.

Investment Valuation and Income Recognition: Financial statement presentation follows the guidance in the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) for Not-for-Profit Entities. Accordingly, investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statements of financial position. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. See Note 4 for further discussion of fair value measurements.

Grants and Contracts Receivable: Grants and contracts receivable represent the portion of grants earned but not received as of year-end.

Inventories: Inventories are comprised of food commodities and building weatherization supplies. Supplies are stated at cost, purchased food is stated at lower of cost or net realizable value, and food commodities received from the United States Department of Agriculture (USDA) are valued based on the USDA fair value commodity listing.

Property and Equipment: Property and equipment is stated at cost less accumulated depreciation. The federal government retains a reversionary interest in property and equipment acquired with federal funds. Depreciation of property and equipment is computed on the straight-line method over the following estimated useful lives:

	Years
Buildings	10-35
Renovations	10-35
Vehicles	3
Equipment	3-5

The Organization's capitalization policy is to capitalize individual assets of $10,000 or greater that are expected to be utilized by the Organization in excess of one year. Lesser amounts are expensed as repairs and maintenance. Repairs and maintenance are charged to operations when incurred.

Leases: The Organization determines if a contract contains a lease at its inception based on whether or not the Organization has the right to control the asset during the contract period and other facts and circumstances. The Organization is the lessee in a lease contract when it obtains the right to control the asset. Operating lease right-of-use (ROU) assets represent a right to use an underlying asset for the lease term and are included in the line item operating lease right-of-use asset in the statements of financial position. Operating lease liabilities represent an obligation to make lease payments arising from the lease and are included in the line items current portion of operating lease liability and long-term operating lease liability in the statements of financial position. Operating lease ROU assets and operating lease liabilities are recognized based on the present value of the future minimum lease payments over the lease term at the commencement date. When determining the lease term, the Organization includes renewal or termination options that are reasonably certain to be exercised. Leases with a lease term of 12 months or less at inception are not recorded in the statements of financial position. Operating lease expense is recognized on a straight-line basis over the lease term in the statements of activities. As the rates implicit in the Organization leases are not readily determinable, it uses its local incremental borrowing rate based on the information available at the commencement date in determining the present value of future payments. When the contracts contain lease and non-lease components, the Organization accounts for both components as a single lease component.

An ROU asset and liability have been recorded for all leases with a term of 12 months or longer.

Compensated Absences: The Organization accrues compensated vacation pay for all qualifying employees. Sick leave is not payable upon termination, and therefore is not subject to accrual.

Deferred Revenue: Cash received for federal, state and privately funded special projects and programs is recognized as revenue to the extent that qualified expenditures have been incurred. Deferred revenue is recorded to the extent that cash received for specific projects and programs exceeds qualified expenditures.

Income Taxes: The Organization is a not-for-profit corporation and has been recognized as tax exempt pursuant to Section 501(c)(3) of the Internal Revenue Code and related California Franchise Tax Board code sections.

The Organization has adopted the accounting standard on accounting for uncertainty in income taxes, which addresses the determination of whether tax benefits claimed or expected to be claimed on a tax return should be recorded in the financial statements. Under this guidance, the Organization may recognize the tax benefit from an uncertain tax position only if it is more-likely-than-not that the tax position will be sustained on examination by taxing authorities, based on the technical merits of the position. The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has a greater than 50% likelihood of being realized upon ultimate settlement. The guidance on accounting for uncertainty in income taxes also addresses de-recognition, classification, interest and penalties on income taxes, and accounting in interim periods.

Functional Allocation of Expenses: The cost of providing services to the various programs and other activities are summarized on a functional basis in the statements of activities. Management allocates costs between fundraising, general and administrative or the appropriate program based on evaluations of the related benefits. General and administrative expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Organization. Indirect expenses, such as utilities, are allocated based on the amount of square footage each program occupies in the building.

Subsequent Events: The Organization has evaluated subsequent events through October 26, 2026, the date on which the financial statements were available to be issued. There were no subsequent events identified by management which would require disclosure in the financial statements.

Note 2. Financial Assets and Liquidity Resources

The following table represents the Organization's financial assets as of February 28, 2026 and 2025 reduced by amounts not available for general expenditures within one year. Financial assets are considered to be unavailable when they represent net assets with donor restrictions or rested cash by funding agencies:

	2026	2025
Financial assets at year-end:		
Cash and restricted cash	$ 16,202,929	$ 23,932,433
Investments	-	2,552,529
Grants and contracts receivable	10,186,697	9,329,530
Other receivable	1,066,790	-
Total financial assets	27,456,416	35,814,492
Less amounts not available to be used within one year:		
Cash restricted for program use by funding agencies	812,314	6,169,544
Net assets with donor restrictions	130,646	133,758
	942,960	6,303,302
Financial assets available to meet expenditures over the next twelve months	$ 26,513,456	$ 29,511,190

The Organization's operations are funded primarily by grant funds, generally with specific programmatic requirements. The Organization closely monitors program expenditures in accordance with grant budgets and within grant periods of performance. Expenses for grant funded programs are generally incurred only to the extent that there is grant funding under contract for payment. Because program expenses are generally not incurred outside of grant contract terms, there is low risk of incurring expenses for which funds are not received.

The Organization's goal is to maintain a combination of financial assets and lines of credit to meet 30 days of operating expenses (approximately $11.3 million), as this approximates the Grants and Contracts Receivable Days Outstanding. In addition to the financial assets available to meet general expenditures over the next twelve months as of February 28, 2026 of $26,513,456, the Organization maintains a line of credit with a bank totaling $3 million to assist with cash flow needs.

Note 3. Investments

The Organization did not hold investments at February 28, 2026. Investments are stated at fair value at February 28, 2025. Cost, fair value and the unrealized appreciation at February 28, 2025 are as follows:

	Cost	Fair Value	Unrealized Appreciation
Certificates of deposit	$ 2,500,000	$ 2,552,529	$ 52,529

Note 4. Fair Value Measurements

The Fair Value Measurements topic of the FASB ASC establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described below:

Level 1 — Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access.

Level 2 — Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 — Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at February 28, 2025.

Certificates of deposit: Valued at amortized cost plus accrued interest.

The Organization invests in a professionally managed portfolio that contains certificates of deposits. Investments are exposed to various risks such as interest rate, market and credit. Due to the level of risk associated with such investments and the level of uncertainty related to changes in the value of such investments, it is at least reasonably possible that changes in risks in the near term would materially affect investment balances and the amounts reported in the financial statements.

At February 28, 2025 all investments are considered to be Level 1 investments.

Note 5. Grants and Contracts Receivable

The grants and contracts receivable at February 28, 2026 and 2025 are as follows:

	2026	2025
Federal funds	$ 4,931,606	$ 5,167,477
State funds	4,915,101	3,676,409
Other	339,990	485,644
	$ 10,186,697	$ 9,329,530

Note 6. Inventories

Inventories as of February 28, 2026 and 2025 are comprised of the following:

	2026	2025
Food commodities	$ 3,501,366	$ 4,528,775
Weatherization supplies	142,477	323,017
	$ 3,643,843	$ 4,851,792

Note 7. Property and Equipment

Property and equipment as of February 28, 2026 and 2025 is comprised of the following:

	2026	2025
Land	$ 1,086,669	$ 1,086,669
Buildings	57,277,454	53,152,454
Renovations	14,152,316	6,118,337
Vehicles	4,578,453	4,848,733
Equipment	4,442,371	4,522,616
Construction in progress	847,805	5,527,065
	82,385,068	75,255,874
Less accumulated depreciation	28,105,953	24,656,822
	$ 54,279,115	$ 50,599,052

During the years ended February 28, 2026 and 2025 the Organization received a significant amount of federal and state grant revenue for the purpose of renovating various facilities utilized by the Early Head Start, Head Start, Migrant Alternative Payment, and Food Bank programs. At February 28, 2026 and 2025 these renovations were in various stages of completion and are shown as construction in progress on the statements of financial position. Capitalization of these costs as construction in progress is required in order for the financial statements to be in accordance with generally accepted accounting principles. As such, capitalization of these costs has resulted in an increase in the change in net assets for the years ended February 28, 2026 and 2025.

The federal government has a reversionary interest in property and equipment at February 28, 2026 and 2025 in the amount of $66,069,618 and $60,438,373, respectively, with accumulated depreciation of $23,085,107 and $20,285,770, respectively.

Note 8. Note Payable

At February 28, 2026, the Organization has a $3,000,000 revolving line of credit agreement with a bank, which provides for credit through February 2027. As of February 28, 2026, the full amount was available to the Organization for draws under the agreement. The note bears interest at the bank's prime rate (6.75% as of February 28, 2026) plus 0.25% and is secured by real property and equipment.

At February 28, 2025, the Organization had a $3,000,000 revolving line of credit agreement with a bank, which provided for credit through February 2026. As of February 28, 2025, the full amount was available to the Organization for draws under the agreement. The note bore interest at the bank's prime rate (7.50% as of February 28, 2025) plus 0.25% and was secured by real property and equipment.

Note 9. Pledged Assets and Long-term Debt

Long-term debt consists of the following as of February 28, 2026 and 2025:

	2026	2025
Note payable to a bank, secured by deed of trust, due in monthly installments of $44,368 including interest at 3%, including a final balloon payment due in October 2033	$ 7,277,075	$ 7,629,178
Note payable to a bank, secured by deed of trust, due in monthly installments of $839 including interest at 5%, due in August 2032 (See further discussion at Note 18)	56,456	-
	$ 7,333,531	$ 7,629,178

Aggregate maturities of long-term debt as of February 28, 2026 are due in future years as follows:

Year ending February 28/29,	
2027	$ 374,516
2028	327,734
2029	337,140
2030	347,956
2031	358,540
Later years	5,587,645
	$ 7,333,531

Note 10. Retirement Plans

401 (a) Plan

The Organization has a defined contribution money purchase plan, which covers all employees who are at least 18 years of age. The employer's contribution is as follows:

Group "A" – 10% of the Participant's Compensation for the Plan Year. Group "A" is defined as "Chief Executive Officer".

Group "B" – 7.5% of the Participant's Compensation for that Plan Year. Group "B" is defined as "Chiefs and Division Directors".

Group "C" – 5% of the Participant's Compensation for that Plan Year. Group "C" is defined as "all Participants who are not in Group "A" or "B".

Employees become vested 25% upon two years of service, 50% upon three years of service, 75% upon four years of service, and 100% upon five years of service. Participants also become 100% vested upon normal retirement, disability, or death. The Organization's pension contribution for the years ended February 28, 2026 and 2025 was $2,481,374 and $2,169,819, respectively, net of forfeitures and administrative expenses.

403(b) Plan

The Organization has a tax deferred annuity plan under Section 403(b) of the Internal Revenue Code (IRC). The employees of the Organization become immediately eligible upon being hired. Participants may contribute from $1 up to the maximum amount allowed by law and certain discrimination tests prescribed by the IRC. All contributions to the Plan are directed by the participants into investments in the funds made available through a contract with the trustee. A participant's vested interest will be 100% at all times, meaning participants are entitled to all of the amounts in their accounts attributable to the following:

- Elective deferrals including Roth elective deferrals and catch-up contributions
- Rollover contributions

The Organization may elect to match contributions each Plan year in an amount to be determined by the board of directors. The Organization made no contributions for the years ended February 28, 2026 or 2025.

457(b) Plan

The Organization has a tax exempt 457(b) plan (the Plan), which covers all employees that the Organization has determined are in a select group of management or highly compensated employees as would constitute a "top-hat" group within the meaning of Title I of ERISA. The employees in this group become eligible to participate in the Plan as of the Plan effective date January 1, 2020 or as of his/her first day of employment with the Organization, whichever is sooner. All contributions to the Plan are directed by the participant into investments in the funds made available through a contract with the trustee. A participant's vested interest will be 100% at all times, meaning participants are entitled to all of the amounts in their accounts attributable to the following:

- Elective deferrals including Roth elective deferrals and catch-up contributions
- Rollover contributions

The Organization may elect to match contributions each Plan year in an amount to be determined by the employer. The Organization contributed $32,621 and $43,505 for the years ended February 28, 2026 and 2025, respectively.

Note 11. Accrued Vacation

Accumulated unpaid employee vacation benefits are recognized as liabilities of the Organization. The liability is recognized in the program to which the liability relates. The value of accumulated vacation at February 28, 2026 and 2025 is as follows:

	2026	2025
Indirect Fund	$ 753,621	$ 635,805
Early Head Start	497,717	527,257
Head Start	396,772	374,146
Early Head Start San Joaquin	192,017	272,487
Low Income Home Energy Assistance Program	121,765	115,310
Migrant Alternative Payment	95,612	96,269
Women, Infants, and Children	30,617	74,619
Community Action Partnership of Kern Foundation	3,203	4,618
Community Services Block Grant	-	74,933
County of Kern 211	-	22,981
Commodity Supplement Food Program	-	3,521
	$ 2,091,324	$ 2,201,946

NOTES TO FINANCIAL STATEMENTS

All accrued vacation is unfunded, with the exception of the following, which have been funded at February 28, 2026 and 2025:

	2026	2025
Early Head Start	$ 497,717	$ 527,257
Head Start	396,772	374,146
Early Head Start San Joaquin	192,017	272,487
	$ 1,086,506	$ 1,173,890

Cash is maintained in separate interest-bearing bank accounts, as the cash is reserved for this specific purpose.

Note 12. Deferred Revenue

Deferred revenue as of February 28, 2026 and 2025 is as follows:

	2026	2025
Day 1 Families Housing Support	$ 5,216,305	$ 5,058,898
Migrant Alternative Payment	4,152,566	7,465,196
Head Start	1,699,878	891,594
State Drought Food Assistance	1,013,156	10,329
California State Preschool	647,797	958,589
Pacific Gas & Electric (PG&E) Arrears Outreach	629,246	585,919
General Child Care and Development - San Joaquin COE	137,327	42,694
Child Development Reserve Fund No. 1	120,355	487,788
Migrant Child Care	85,558	133,026
Sustain Our Future	63,451	100,000
Kaiser Foundation	60,000	132,286
Emergency Food Assistance Program Reach and Resiliency	41,420	41,420
Wonderful Foundation	35,447	14,122
KCCD CWDB High Road Training Partnership	34,200	11,700
Child Development Reserve Fund No. 2	20,264	20,212
Feeding America	20,000	-
First 5 of Kern	7,468	8,489
General Child Care and Development	4,480	159,530
Commodity Supplemental Food Program	-	272,429
Food Bank - Anthem Blue Cross	-	60,000
Wells Fargo Foundation	-	46,933
CFDA Healthy Refrigeration	-	19,648
Emergency Food Assistance Program Commodity Credit Corporation	-	2,251
	$ 13,988,918	$ 16,523,053

Note 13. Operating Leases

The Organization leases facility space and equipment under monthly noncancelable operating leases that expire through February 2040 and require minimum monthly lease payments ranging from $39 to $14,592. The Organization's operating leases generally do not contain any material restrictive covenants or residual value guarantees.

Operating lease costs are recognized on a straight-line basis over the lease term. The components of lease expense are as follows for the years February 28, 2026 and 2025:

	2026	2025
Operating leases	$ 1,947,660	$ 1,544,742
Short-term leases	442,143	561,416
	$ 2,389,803	$ 2,106,158

Future undiscounted cash flows for each of the next five years and thereafter and a reconciliation to the lease liabilities recognized on the statements of financial position are as follows as of February 28, 2026:

Year ending February 28/29,	
2027	$ 1,961,301
2028	1,493,808
2029	885,021
2030	639,088
2031	407,550
Later years	1,317,614
Total lease payments	6,704,382
Amount representing interest	1,274,185
Present value of operating lease liabilities	$ 5,430,197

Note 14. Commitments and Contingencies

The Organization has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. If the review or audit discloses exceptions, the Organization may incur a liability to grantor agencies.

The Organization is subject to various claims and legal proceedings covering a wide range of matters that arise in the ordinary course of business activities. Management believes that any liability that may ultimately result for resolution of the matters will not have a material effect on the financial condition or results of operations of the Organization.

Note 15. Net Assets with Donor Restrictions

Net assets with donor restrictions as of February 28, 2026 and 2025 are as follows:

	2026	2025
Tax Assistance	$ 39,755	$ 16,860
Friendship House - Advisory Board	34,865	33,977
Oasis Family Resource Center	29,334	37,224
East Kern Family Resource Center	26,628	32,839
Friendship House	60	3,464
M Street Navigation Center	4	9,273
Youth Centers - Robotics/STEM	-	121
	$ 130,646	$ 133,758

Note 16. Concentration of Revenue

For each of the years ended February 28, 2026 and 2025 approximately 51% of the Organization's total revenue was received from two grant sources. Management believes these grants will be renewed on an ongoing basis.

Note 17. Donated Goods and Services

The Organization receives various forms of gift-in-kind (GIK) including food, occupancy, consulting services and supplies. GIK are valued based upon estimates of fair market value that would be received for selling the goods in their principal market considering their condition and utility for use at the time the goods are contributed by the donor.

	2026	2025
Supplies	$ 30,754	$ -
Consultant/contract services	-	59,211
Salaries	-	6,278
	$ 30,754	$ 65,489

Donated supplies: Donated supplies relate to various supplies used in the operations of the Organization.

Donated consultants/contract services: Donated consultants/contract services includes donated consulting and contract services which require specialized skills that the Organization would otherwise pay for.

Donated salaries: Donated salaries relate to individuals who require specialized skills and knowledge that the Organization would otherwise pay for.

Note 18. Acquisition of California Veterans Assistance Foundation (CVAF)

Effective February 10, 2026 (the acquisition date), California Veterans Assistance Foundation (CVAF), a California nonprofit public benefit corporation that provided housing and supportive services to homeless and at-risk veterans in Kern County, merged with and into the Organization under an Agreement of Merger dated February 26, 2025. The Organization is the surviving corporation and CVAF's separate corporate existence ceased. The Organization obtained control of CVAF upon the legal merger, and CVAF's assets, liabilities, and programs became those of the Organization as of that date. The Organization acquired CVAF to continue providing services to veterans experiencing homelessness in Kern County. CVAF's activities are included in the Organization's financial statements beginning February 10, 2026.

The Organization accounted for the transaction as an acquisition by a not-for-profit entity using the acquisition method. No consideration was given by the Organization as CVAF transferred its net assets to the Organization without consideration in order to continue its charitable mission. The excess of the fair value of identifiable assets acquired over liabilities assumed of approximately $5.1 million was recognized as an inherent contribution, reported separately in the statements of activities as "Contribution received in acquisition of California Veterans Assistance Foundation."

The fair values of the assets acquired and liabilities assumed at February 10, 2026 were as follows:

Recognized amounts of identifiable assets acquired and liabilities assumed	
Grants and contracts receivable	$ 20,670
Other receivable	1,066,790
Prepaid expenses	7,000
Property and equipment	4,100,879
Operating lease right-of-use assets	160,456
Total assets acquired	5,355,795
Current maturities of long-term debt (Note 9)	56,456
Accrued expenses	7,472
Operating lease liability	160,661
Total liabilities assumed	224,589
Net assets without donor restrictions -	
Net assets acquired / inherent contribution received	$ 5,131,206

On the statements of activities, the inherent contribution received is recorded as the fair value of net assets acquired and increases net assets without donor restrictions.

SUPPLEMENTARY INFORMATION

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended February 28, 2026
Page 1 of 6

Federal Grantor/Pass-Through Grantor Program Title	Federal Assistance Listing Number	Grantor's Number	Amount	Total
FEDERAL:				
U.S. Department of Health and Human Services				
Direct Program				
Early Head Start (EHS)/Head Start	93.600	09CH012489-02	$ 40,091,425	
Pass Through San Joaquin County Office of Education				
Head Start	93.600	09CH011944/04	(26,754)	
Head Start	93.600	09CH011944/05	1,494,056	
Head Start	93.600	09CH013533/01	211,568	
Total Head Start Cluster				$ 41,770,295
State of California - Pass Through Programs				
Department of Community Services and Development				
Community Services Block Grant - Discretionary	93.569	25F-6015	26,000	
Community Services Block Grant	93.569	25F-6015	1,349,944	
Community Services Block Grant	93.569	26F-5015	346,014	
				1,721,958
Low Income Home Energy Assistance Program Weatherization (Wx)	93.568	25B-3012	1,641,962	
Low Income Home Energy Assistance Program ECIP/HEAP/Assurance 16 (EHA 16)	93.568	25B-3012	1,648,339	
Low Income Home Energy Assistance Program Weatherization (Wx)	93.568	26B-4012	489,027	
Low Income Home Energy Assistance Program ECIP/HEAP/Assurance 16 (EHA 16)	93.568	26B-4012	610,029	
Emergency Supplemental Low Income Home Energy Assistance Program ECIP/HEAP/Assurance 16 (Wx)	93.568	23J-5716	138,672	
Emergency Supplemental Low Income Home Energy Assistance Program ECIP/HEAP/Assurance 16 (EHA 16)	93.568	23J-5716	(71,777)	
				4,456,252
Department of Social Services				
Child Care and Development Fund				
General Child Care and Development	93.596	CCTR-4065	13,749	
General Child Care and Development	93.596	CCTR-5068	105,353	
Migrant Alternative Payment	93.596	CMAP-4000	624,197	
Migrant Alternative Payment	93.596	CMAP-5000	2,675,604	
Child Care and Development Block Grant				
General Child Care and Development	93.575	CCTR-4065	93,481	
General Child Care and Development	93.575	CCTR-5068	1,184,076	
Total Child Care Development Fund Cluster				4,696,460
Pass Through California Community Action Partnership Association				
Diaper Distribution Pilot Project	93.647	90EDA0009-01-04	94,136	
				94,136

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended February 28, 2026
Page 2 of 6

Federal Grantor/Pass-Through Grantor Program Title	Federal Assistance Listing Number	Grantor's Number	Amount	Total
FEDERAL, continued:				
U.S. Department of Energy				
State of California - Pass Through Program				
Department of Community Services and Development				
Weatherization Assistance Program	81.042	22P-7010	439,148	
				439,148
U.S. Department of Housing and Urban Development				
Direct Program				
Housing and Urban Development				
(CoC Planning Grant)	14.267	CA1799L9D042305	37,484	
Housing and Urban Development				
(CoC Planning Grant)	14.267	CA1799L9D042406	143,014	
				180,498
County of Kern - Pass Through Program				
CDBG County of Kern Food Bank Distribution	14.218	44.19.CV1.2	159,814	
				159,814
City of Bakersfield - Pass Through Program				
HOME-ARP City of Bakersfield 2024-25	14.239	2024-308	108,476	
				108,476
U.S. Department of the Treasury				
Direct Program				
Internal Revenue Service - Tax Counseling for				
the Elderly	21.006	26TCEP0015	3,958	
				3,958
Internal Revenue Service - Volunteer Income				
Tax Assistance (VITA)	21.009	25VITA0313	231,716	
Internal Revenue Service - Volunteer Income				
Tax Assistance (VITA)	21.009	26VITA0276	169,358	
				401,074
County of Kern - Pass Through Programs				
Coronavirus State and Local Fiscal Recovery Funds				
(CSLFRF) - Safe Parking-Encampment	21.027	752-2020	422,320	
Coronavirus State and Local Fiscal Recovery Funds				
(CSLFRF) - Safe Parking-Encampment	21.027	752-2020	778,343	
City of Bakersfield - Pass Through Program				
Coronavirus State and Local Fiscal Recovery Funds				
(CSLFRF) - Home Repair	21.027	2024-304	714,579	
				1,915,242
U.S. Department of Agriculture				
State of California - Pass Through Programs				
Department of Public Health				
Women, Infants, and Children (WIC)	10.557	22-10236	2,296,191	
Women, Infants, and Children (WIC)	10.557	25-10159	1,585,784	
				3,881,975
Department of Social Services				
Local Purchase Assistance (LFPA) USDA	10.182	Not Available	69,784	
				69,784

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended February 28, 2026

Federal Grantor/Pass-Through Grantor Program Title	Federal Assistance Listing Number	Grantor's Number	Amount	Total
FEDERAL, continued:				
Commodity Supplemental Food Program				
Commodity Credit Corporation (CCC)	10.194	ALLOC-24-0017	272,429	
				272,429
Emergency Food Assistance Program (EFAP)				
Commodity Credit Corporation (CCC)	10.187	MOU-22-00118	49,715	
				49,715
Commodity Supplemental Food Program	10.565	MOU-20-6003	344,332	
Commodity Supplemental Food Program	10.565	MOU-20-6003	211,015	
Emergency Food Assistance Program (EFAP)	10.568	MOU-22-00118	407,729	
Emergency Food Assistance Program (EFAP)	10.568	MOU-22-00118	123,296	
Emergency Food Assistance Program (EFAP)				
Reach & Resiliency Phase 2	10.568	MOU-22-00118	63,608	
Emergency Food Assistance Program (EFAP)				
Commodity	10.569	Not Available	6,974,021	
Total Food Distribution Cluster				8,124,001
Supplemental Nutrition Assistance				
Cal Fresh Outreach	10.561	21-7003-SUB	41,155	
Cal Fresh Outreach	10.561	21-7003-SUB	36,997	
Cal Fresh Healthy Living	10.561	23-10317	1,105,512	
Cal Fresh Healthy Living	10.561	23-10317	254,146	
				1,437,810
Child and Adult Care Food - Kern	10.558	15-1248-OJ	819,568	
Child and Adult Care Food - Kern	10.558	15-1248-OJ	683,161	
Child and Adult Care Food - San Joaquin	10.558	15-1248-OJ	113,617	
Child and Adult Care Food - San Joaquin	10.558	15-1248-OJ	72,423	
Child and Adult Care Food - San Joaquin	10.558	15-1248-OJ	22,611	
				1,711,380
U.S. Department of Veterans Affairs				
Direct Program				
Veterans Affairs Homeless Providers Grant and				
Per Diem (GPD) Program	64.024	CVAF044-4808-691	380,145	
				380,145
Veterans Affairs Supportive Services for Veteran				
Families Program (SSVF)	64.033	13-CA-090	507,932	
				507,932
U.S. Department of Labor				
Direct Program				
Home Veterans Reintegration Program	17.805	25560SD000128-01-00	7,000	
				7,000
				$ 72,389,482
STATE:				
State of California - Department of Education				
California State Preschool		CSPP-4122	$ 2,344,575	
California State Preschool		CSPP-5118	5,860,830	
California State Preschool - CCPU QRIS		CSPP-5118	56,678	

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended February 28, 2026
Page 4 of 6

State Grantor Grantor Program Title	Grantor's Number	Amount	Total
STATE, continued:			
California State Preschool - CCPU QRIS	CSPP-4122	42,249	
California State Preschool - CCPU Stipend	Not Available	1,606,132	
State Preschool Reserve Fund	Not Available	(1)	
California Community School Partnership - BCSD	Year 3	55,885	
San Joaquin COE Child Care (CSPP)	Not Available	288,948	
San Joaquin COE Child Care (CSPP) Stipend	Not Available	27,816	
			$ 10,283,112
State of California - Department of Human Services			
Home Visiting Initiative Program	494-2024	1,624,671	
Home Visiting Initiative Program	477-2025	2,650,593	
Positive Youth Development Services	333-2024	33,978	
Positive Youth Development Services	267-2025	55,874	
			4,365,116
State of California - Department of Food and Agriculture			
Healthy Refrigeration Program Grant (HRPG)	23-0821-000-SG	19,648	
California Farm to School Incubator Grant	24-0888-000-SG	15,251	
			34,899
State of California - Governor's Office of Land Use and Climate Innovation			
California SGC - Community Resilience Center (CRC)	0650-SGC24126	159,712	
			159,712
State of California - Natural Resources Agency			
Youth Centers Nature and Culture Program	YA24029-0	119,112	
			119,112
State of California - Department of Social Services			
General Child Care and Development	CCTR-4065	362,152	
General Child Care and Development	CCTR-5068	2,706,453	
Migrant Alternative Payment	CMAP-4000	9,625,503	
Migrant Alternative Payment	CMAP-5000	19,071,175	
Migrant Alternative Payment - CCPU Stipend	Not Available	7,090,377	
Child Development Alternative Payment Reserve	Not Available	(51)	
Migrant Child Care	CMIG-4004	3,465	
Migrant Child Care	CMIG-5004	7,429	
Migrant Specialized Services	CMSS-5004	44,073	
Center Based Reserve	Not Available	358,527	
San Joaquin COE General Child Care (CCTR)	CCTR-4305	976,983	
San Joaquin COE General Child Care (CCTR)	Not Available	1,777,846	
San Joaquin COE General Child Care (CCTR) Stipend	Not Available	79,660	
San Joaquin COE General Child Care (CCTR) Stipend	Not Available	159,296	
State Tax Check Off	MOU-22-00118	12,181	
State Emergency Food Assistance	MOU-22-00118	57,808	
State Emergency Food Assistance	MOU-22-00118	255,533	
State Emergency Food Assistance - Cal Foods One Time Funds	Not Available	1,327,090	
State Emergency Food Assistance - Cal Foods One Time Funds	MOU-22-00118	21,921	
State Disaster Food Boxes	MOU-22-00118	10,329	
County of Kern Low Barrier Homeless Shelter	694-2022	853,233	
County of Kern Low Barrier Homeless Shelter	619-2025	1,774,928	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2023-302	277,328	

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
Year Ended February 28, 2026
Page 5 of 6

State Grantor Grantor Program Title	Grantor's Number	Amount	Total
STATE, continued:			
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2023-320	124,302	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	645-2023	117,390	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2023-313	41,374	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2023-313	60,355	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2025-048	521,990	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2023-087	161,082	
City of Bakersfield Homeless Collaborative Homeless Housing Assistance & Prevention	2023-308	59,038	
City of Bakersfield Homeless Collaborative Encampment Resolution Funding	2023-307	55,226	
			47,993,996
Department of Corrections Planning and Grants Programs			
City of Bakersfield CalVIP Outreach	2023-244	89,202	
City of Bakersfield CalVIP	2022-199	194,272	
Board of State and Community Corrections Warm Hand-off	BSCC-1012-22	298,391	
Board of State and Community Corrections Warm Hand-off	BSCC-1012-22	65,448	
			647,313
Department of Community Services and Development			
CAL EITC Free Tax Preparation Assistance Grant	21T-1015	322,712	
CAL EITC Free Tax Preparation Assistance Grant	25T-7015	125,848	
			448,560
Employment Development Department			
Kern Community College District CERF Regional Convener	M101619-7100	51,686	
			51,686
California Department of Conservation			
TCC Low Income Energy Efficiency Program	2025-169	59,774	
			59,774
California Children and Families Commission			
2-1-1	2020.2.05	18,810	
E Kern Family Resource Center	2020.2.06	18,970	
E Kern Family Resource Center - DHS	Not Available	8,450	
E Kern Family Resource Center	2025.2.02	119,186	
E Kern Family Resource Center - DHS	Not Available	132	
Help Me Grow	2020.1.06	29,518	
Oasis Family Resource Center	2020.2.18	43,832	
Oasis Family Resource Center - DHS	Not Available	39	
Oasis Family Resource Center	2025.2.03	113,812	
Oasis Family Resource Center - DHS	Not Available	7,600	
Oasis Family Resource Center - Community Baby Shower	Not Available	3,000	
			363,349
			$ 64,526,629

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal and state awards (the Schedule) includes the federal and state award activity of **Community Action Partnership of Kern** (the Organization) under programs of the federal and state governments for the year ended February 28, 2026. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of **Community Action Partnership of Kern**, it is not intended to and does not present the financial position, changes in net assets, or cash flows of **Community Action Partnership of Kern.**

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represents adjustments or credits made, in the normal course of business, to amounts reported as expenditures in prior years.

Note 3. Indirect Cost Rate

The Organization has elected to use the lesser of 10 percent or the maximum percentage allowed by the grant for their indirect cost rate for the year ended February 28, 2026.

Note 4. Noncash Assistance

The Organization received noncash assistance in the form of food commodities, which is included in the amounts reported on the Schedule of Expenditures of Federal and State Awards. Commodities, with a fair value of $6,974,021 at the time received, have been included in the determination of federal awards expended for the year ended February 28, 2026.

Note 5. Acquisition of California Veterans Assistance Foundation

Effective February 10, 2026, the Organization assumed federal awards previously administered to the California Veterans Assistance Foundation (CVAF). The Schedule includes expenditures under those awards incurred by the Organization beginning February 10, 2026.

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE
ENCAMPMENT RESOLUTION AGREEMENT NO. 2023-307
FOR THE PERIOD DECEMBER 1, 2023 THROUGH DECEMBER 31, 2025

	Dec. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Dec. 31, 2025	TOTAL
REVENUE				
State Grant Revenue	$ 13,077	$ 71,665	$ 55,226	$ 139,968
Total Revenue	13,077	71,665	55,226	139,968
EXPENDITURES				
Salaries	9,881	55,117	44,021	109,019
Fringe Benefits	2,007	10,033	6,184	18,224
Travel	-	-	-	-
Space Costs	-	-	-	-
Consumable Supplies	-	-	-	-
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	-	-	-	-
Program Costs	-	-	-	-
Depreciation	-	-	-	-
Administration Cost	1,189	6,515	5,021	12,725
Total Expenditures	13,077	71,665	55,226	139,968
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
KAISER PERMANENTE SOUTHERN CALIFORNIA FUND FOR
CHARITABLE CONTRIBUTIONS AGREEMENT NO. 201374
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sep. 30, 2025	TOTAL
REVENUE			
Private Revenue	$ 67,714	$ 132,286	$ 200,000
Total Revenue	67,714	132,286	200,000
EXPENDITURES			
Salaries	36,387	82,667	119,054
Fringe Benefits	19,321	26,209	45,530
Travel	1,153	1,314	2,467
Space Costs	-	-	-
Consumable Supplies	-	1,605	1,605
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	4,697	8,465	13,162
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	6,156	12,026	18,182
Total Expenditures	67,714	132,286	200,000
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CALIFORNIA EARNED INCOME TAX CREDIT (CALEITC) AGREEMENT NO. 21T-1015
FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2025

	July 1, 2021 through Feb. 28, 2022	Mar. 1, 2022 through Feb. 28, 2023	Mar. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE						
State Grant Revenue	$ 71,316	$ 784,493	$ 916,099	$ 666,568	$ 322,712	$ 2,761,188
Total Revenue	71,316	784,493	916,099	666,568	322,712	2,761,188
EXPENDITURES						
Salaries	3,008	169,390	182,914	202,380	74,651	632,343
Fringe Benefits	416	23,467	26,540	34,153	12,917	97,493
Travel	-	656	1,623	2,162	1,761	6,202
Space Costs	-	-	-	-	-	-
Consumable Supplies	-	24,702	12,924	11,983	5,707	55,316
Equipment	-	-	-	-	-	-
Consultant/Contract Services	66,464	395,089	513,093	328,669	150,775	1,454,090
Other Costs	987	133,664	58,781	55,107	-	248,539
Program Costs	-	-	82,918	-	61,241	144,159
Depreciation	-	-	-	-	-	-
Administration Cost	441	37,525	37,306	32,114	15,660	123,046
Total Expenditures	71,316	784,493	916,099	666,568	322,712	2,761,188
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CHILD AND ADULT CARE FOOD - KERN
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. 15-1248-OJ
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 637,925	$ 819,568	$ 1,457,493
Total Revenue	637,925	819,568	1,457,493
EXPENDITURES			
Salaries	383,085	495,010	878,095
Fringe Benefits	135,566	168,627	304,193
Travel	10,723	13,273	23,996
Space Costs	98,635	126,807	225,442
Consumable Supplies	110,180	35,242	145,422
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	22,627	59,059	81,686
Program Costs	(178,854)	(151,570)	(330,424)
Depreciation	240	337	577
Administration Cost	55,723	72,783	128,506
Total Expenditures	637,925	819,568	1,457,493
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CHILD AND ADULT CARE FOOD - SAN JOAQUIN
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. 15-1248-OJ
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 75,644	$ 113,617	$ 189,261
Total Revenue	75,644	113,617	189,261
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	68,767	103,288	172,055
Depreciation	-	-	-
Administration Cost	6,877	10,329	17,206
Total Expenditures	75,644	113,617	189,261
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
COMMUNITY SERVICES BLOCK GRANT NO. 25F-6015
FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

	Jan. 1, 2025 through Feb. 28, 2025	Mar. 1, 2025 through Dec. 31, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 452,171	$ 1,349,944	$ 1,802,115
Total Revenue	452,171	1,349,944	1,802,115
EXPENDITURES			
Salaries	234,863	697,175	932,038
Fringe Benefits	90,659	242,239	332,898
Travel	2,888	28,309	31,197
Space Costs	58,328	177,260	235,588
Consumable Supplies	4,958	14,491	19,449
Equipment	-	-	-
Consultant/Contract Services	101	2,770	2,871
Other Costs	13,435	55,572	69,007
Program Costs	944	11,217	12,161
Depreciation	335	5,829	6,164
Administration Cost	45,660	115,082	160,742
Total Expenditures	452,171	1,349,944	1,802,115
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
COMMUNITY SERVICES BLOCK GRANT - DISCRETIONARY
AGREEMENT NO. 25F-6015
FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

	Jan. 1, 2025 through Feb. 28, 2025	Mar. 1, 2025 through Dec. 31, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ -	$ 26,000	$ 26,000
Total Revenue	-	26,000	26,000
EXPENDITURES			
Salaries	-	17,508	17,508
Fringe Benefits	-	6,128	6,128
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	-	2,364	2,364
Total Expenditures	-	26,000	26,000
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
EARLY HEAD START/HEAD START AWARD NO. 09CH012489-02
FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026

	EARLY HEAD START BASE	EARLY HEAD START T & TA	HEAD START BASE	HEAD START T & TA	
	Mar. 1, 2025 through Feb. 28, 2026	Mar. 1, 2025 through Feb. 28, 2026	Mar. 1, 2025 through Feb. 28, 2026	Mar. 1, 2025 through Feb. 28, 2026	TOTAL
REVENUE					
Federal Grant Revenue	$ 20,347,096	$ 343,946	$ 19,222,797	$ 177,586	$ 40,091,425
Other Revenue	781	-	45,568	-	46,349
In-Kind	4,076,692	-	15,007,578	-	19,084,270
Total Revenue	24,424,569	343,946	34,275,943	177,586	59,222,044
EXPENDITURES					
Salaries	9,498,161	-	9,466,054	-	18,964,215
Fringe Benefits	3,732,241	-	3,040,609	-	6,772,850
Travel	129,063	61,346	101,456	53,035	344,900
Space Costs	2,159,697	-	1,962,401	-	4,122,098
Consumable Supplies	848,565	106,751	817,985	21,891	1,795,192
Equipment	21,584	-	-	-	21,584
Consultant/Contract Services	1,064,923	1,500	469,241	-	1,535,664
Other Costs	407,708	143,081	594,603	86,516	1,231,908
Program Costs	608,439	-	1,012,754	-	1,621,193
Depreciation	125,342	-	100,898	-	226,240
Administration Cost	1,752,154	31,268	1,702,364	16,144	3,501,930
In-Kind	4,076,692	-	15,007,578	-	19,084,270
Total Expenditures	24,424,569	343,946	34,275,943	177,586	59,222,044
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
HEAD START AWARD - SAN JOAQUIN COUNTY OFFICE OF EDUCATION
AGREEMENT NO. 09CH011944/05
FOR THE PERIOD FEBRUARY 1, 2025 THROUGH JANUARY 31, 2026

	HEAD START BASE Feb. 1, 2025 through Feb. 28, 2025	HEAD START BASE Mar. 1, 2025 through Jan. 31, 2026	TOTAL
REVENUE			
Federal Grant Revenue	$ 32,982	$ 1,494,056	$ 1,527,038
In-Kind	-	26,408	26,408
Total Revenue	32,982	1,520,464	1,553,446
EXPENDITURES			
Salaries	16,506	583,552	600,058
Fringe Benefits	3,696	189,889	193,585
Travel	-	3,543	3,543
Space Costs	4,294	377,920	382,214
Consumable Supplies	5,839	187,143	192,982
Equipment	-	-	-
Consultant/Contract Services	-	20,242	20,242
Other Costs	109	11,482	11,591
Program Costs	-	20,450	20,450
Depreciation	-	261	261
Administration Cost	2,538	26,408	28,946
In-Kind	-	99,574	99,574
Total Expenditures	32,982	1,520,464	1,553,446
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
EMERGENCY FOOD FOR FAMILIES FUND (TAX CHECK-OFF)
AGREEMENT NO. MOU-22-00118
FOR THE PERIOD JULY 1, 2024 THROUGH MAY 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through May 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ -	$ 12,181	$ 12,181
Total Revenue	-	12,181	12,181
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	12,181	12,181
Depreciation	-	-	-
Administration Cost	-	-	-
Total Expenditures	-	12,181	12,181
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
EMERGENCY FOOD ASSISTANCE PROGRAM GRANT NO. MOU-22-00118
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 66,191	$ 407,729	$ 473,920
Total Revenue	66,191	407,729	473,920
EXPENDITURES			
Salaries	35,921	187,454	223,375
Fringe Benefits	6,906	38,936	45,842
Travel	2,964	18,368	21,332
Space Costs	2,957	62,383	65,340
Consumable Supplies	2,597	10,555	13,152
Equipment	-	-	-
Consultant/Contract Services	325	3,920	4,245
Other Costs	8,690	50,367	59,057
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	5,831	35,746	41,577
Total Expenditures	66,191	407,729	473,920
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
TEFAP REACH AND RESILIENCY AGREEMENT NO. MOU-22-00118
FOR THE PERIOD JULY 1, 2023 THROUGH FEBRUARY 28, 2026

	July 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Feb. 28, 2026	TOTAL
REVENUE				
Federal Grant Revenue	$ -	$ 165,917	$ 63,608	$ 229,525
Total Revenue	-	165,917	63,608	229,525
EXPENDITURES				
Salaries	-	-	-	-
Fringe Benefits	-	-	-	-
Travel	-	-	-	-
Space Costs	-	-	-	-
Consumable Supplies	-	139,695	57,826	197,521
Equipment	-	8,125	-	8,125
Consultant/Contract Services	-	-	-	-
Other Costs	-	-	-	-
Program Costs	-	-	-	-
Depreciation	-	-	-	-
Administration Cost	-	18,097	5,782	23,879
Total Expenditures	-	165,917	63,608	229,525
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
TEFAP COMMODITY CREDIT CORPORATION AGREEMENT NO. 15-MOU-00118
FOR THE PERIOD APRIL 1, 2023 THROUGH SEPTEMBER 30, 2025

	Apr. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE				
Federal Grant Revenue	$ 85,372	$ 155,958	$ 49,715	$ 291,045
Total Revenue	85,372	155,958	49,715	291,045
EXPENDITURES				
Salaries	-	-	-	-
Fringe Benefits	-	-	-	-
Travel	8,183	16,720	6,244	31,147
Space Costs	12,180	32,921	15,595	60,696
Consumable Supplies	18,808	24,429	3,305	46,542
Equipment	-	8,402	490	8,892
Consultant/Contract Services		1,631	1,122	2,753
Other Costs	38,862	54,380	17,325	110,567
Program Costs	-	-	-	-
Depreciation		33	10	43
Administration Cost	7,339	17,442	5,624	30,405
Total Expenditures	85,372	155,958	49,715	291,045
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CAL FRESH HEALTHY LIVING GRANT NO. 23-10317
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 772,629	$ 1,105,512	$ 1,878,141
Other Revenue	7,243	(732)	6,511
Total Revenue	779,872	1,104,780	1,884,652
EXPENDITURES			
Salaries	243,296	335,874	579,170
Fringe Benefits	71,004	96,986	167,990
Travel	2,168	6,473	8,641
Space Costs	19,566	10,808	30,374
Consumable Supplies	2,588	12,912	15,500
Equipment	-	-	-
Consultant/Contract Services	377,675	568,709	946,384
Other Costs	13,108	12,214	25,322
Program Costs	-	-	-
Depreciation	7,831	10,778	18,609
Administration Cost	42,636	50,026	92,662
Total Expenditures	779,872	1,104,780	1,884,652
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
COMMODITY SUPPLEMENTAL FOOD PROGRAM GRANT NO. MOU-20-6003
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 190,797	$ 344,332	$ 535,129
Total Revenue	190,797	344,332	535,129
EXPENDITURES			
Salaries	86,499	118,566	205,065
Fringe Benefits	33,677	46,102	79,779
Travel	8,270	22,917	31,187
Space Costs	(1,198)	21,022	19,824
Consumable Supplies	29,261	80,556	109,817
Equipment	-	-	-
Consultant/Contract Services	-	358	358
Other Costs	17,029	23,323	40,352
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	17,259	31,488	48,747
Total Expenditures	190,797	344,332	535,129
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
USDA CCC COMMODITY SUPPLEMENTAL FOOD PROGRAM
GRANT NO. ALLOC-24-0017
FOR THE PERIOD AUGUST 26, 2024 THROUGH DECEMBER 31, 2025

	Aug. 26, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Dec. 31, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 84,964	$ 272,429	$ 357,393
Total Revenue	84,964	272,429	357,393
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	84,964	272,429	357,393
Depreciation	-	-	-
Administration Cost	-	-	-
Total Expenditures	84,964	272,429	357,393
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN - EAST KERN FAMILY RESOURCE CENTER
AGREEMENT NO. 2020.2.06
FOR THE PERIOD JULY 1, 2024 THROUGH FEBRUARY 28, 2026

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL	July 1, 2025 through Feb. 28, 2026
REVENUE				
State Grant Revenue	$ 132,852	$ 18,970	$ 151,822	$ 119,186
Total Revenue	132,852	18,970	151,822	119,186
EXPENDITURES				
Salaries	80,282	10,526	90,808	76,147
Fringe Benefits	27,942	9,232	37,174	27,162
Travel	1,731	332	2,063	470
Space Costs	12,162	(1,162)	11,000	6,508
Consumable Supplies	517	-	517	-
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	5,328	(717)	4,611	4,315
Program Costs	-	-	-	-
Depreciation	-	-	-	-
Administration Cost	4,890	759	5,649	4,584
Total Expenditures	132,852	18,970	151,822	119,186
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN - EAST KERN FAMILY RESOURCE CENTER - DHS
FOR THE PERIOD OCTOBER 1, 2024 THROUGH MAY 31, 2025

	Oct, 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through May 31, 2025	TOTAL
REVENUE			
State Grant Revenue	$ -	$ 8,450	$ 8,450
Total Revenue	-	8,450	8,450
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	6,517	6,517
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	303	303
Program Costs	-	1,630	1,630
Depreciation	-	-	-
Administration Cost	-	-	-
Total Expenditures	-	8,450	8,450
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN - HELP ME GROW
AGREEMENT NO. 2020.1.06
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 220,840	$ 29,518	$ 250,358
Total Revenue	220,840	29,518	250,358
EXPENDITURES			
Salaries	156,157	19,787	175,944
Fringe Benefits	52,242	7,741	59,983
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	3,948	854	4,802
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	8,493	1,136	9,629
Total Expenditures	220,840	29,518	250,358
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN - OASIS FAMILY RESOURCE CENTER
AGREEMENT NO. 2020.2.18
FOR THE PERIOD JULY 1, 2024 THROUGH FEBRUARY 28, 2026

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL	July 1, 2025 through Feb. 28, 2026
REVENUE				
State Grant Revenue	$ 133,956 *	$ 43,832	$ 177,788	$ 113,812
Total Revenue	133,956	43,832	177,788	113,812
EXPENDITURES				
Salaries	87,682	26,390	114,072	77,787
Fringe Benefits	29,054	11,659	40,713	22,400
Travel	1,538	1,020	2,558	1,009
Space Costs	4,296	1,004	5,300	4,153
Consumable Supplies	2,810	139	2,949	-
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	2,591	2,091	4,682	3,018
Program Costs	-	-	-	-
Depreciation	518	222	740	1,068
Administration Cost	5,467	1,307	6,774	4,377
Total Expenditures	133,956	43,832	177,788	113,812
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

*Prior-year presentation reflected this contract revenue as state-source revenue on a single line of the schedule of expenditures of federal and state awards. Management subsequently determined that the revenue remains state-source revenue but relates to three separate programs. Accordingly, current-year amounts are presented on three separate schedules of revenues and expenditures to reflect the revenue by program. See pages 48 and 49.

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN - OASIS FAMILY RESOURCE CENTER - DHS
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 8,411 *	$ 39	$ 8,450
Total Revenue	8,411	39	8,450
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	1,137	5	1,142
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	7,274	34	7,308
Depreciation	-	-	-
Administration Cost	-	-	-
Total Expenditures	8,411	39	8,450
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

* Prior-year presentation reflected this contract revenue as state-source revenue on a single line of the schedule of expenditures of federal and state awards. Management subsequently determined that the revenue remains state-source revenue but relates to three separate programs. Accordingly, current-year amounts are presented on three separate schedules of revenues and expenditures to reflect the revenue by program. See note on page 47 for further information.

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN - OASIS FAMILY RESOURCE CENTER
COMMUNITY BABY SHOWER
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 4,800 *	$ -	$ 4,800
Total Revenue	4,800	-	4,800
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	4,784	-	4,784
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	16	-	16
Depreciation	-	-	-
Administration Cost	-	-	-
Total Expenditures	4,800	-	4,800
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

* Prior-year presentation reflected this contract revenue as state-source revenue on a single line of the schedule of expenditures of federal and state awards. Management subsequently determined that the revenue remains state-source revenue but relates to three separate programs. Accordingly, current-year amounts are presented on three separate schedules of revenues and expenditures to reflect the revenue by program. See note on page 47 for further information.

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
FIRST 5 KERN 2-1-1 AGREEMENT NO. 2020.2.5
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 77,253	$ 18,810	$ 96,063
Total Revenue	77,253	18,810	96,063
EXPENDITURES			
Salaries	59,566	12,506	72,072
Fringe Benefits	14,716	5,581	20,297
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	2,971	723	3,694
Total Expenditures	77,253	18,810	96,063
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
HUD GRANT NO. CA1799L9D042305
FOR THE PERIOD AUGUST 1, 2024 THROUGH JULY 31, 2025

	Aug. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through July 31, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 199,354	$ 37,484	$ 236,838
In-Kind	-	59,210	59,210
Total Revenue	199,354	96,694	296,048
EXPENDITURES			
Salaries	135,179	24,064	159,243
Fringe Benefits	46,052	10,012	56,064
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	18,123	3,408	21,531
In-Kind	-	59,210	59,210
Total Expenditures	199,354	96,694	296,048
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
HOME VISITING INITIATIVE PROGRAM SERVICES AGREEMENT NO. 494-2024
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 2,694,608	$ 1,624,671	$ 4,319,279
Total Revenue	2,694,608	1,624,671	4,319,279
EXPENDITURES			
Salaries	1,670,676	974,051	2,644,727
Fringe Benefits	521,104	288,783	809,887
Travel	22,471	21,839	44,310
Space Costs	64,338	23,002	87,340
Consumable Supplies	91,527	79,071	170,598
Equipment	-	-	-
Consultant/Contract Services	1,958	4,052	6,010
Other Costs	43,404	72,156	115,560
Program Costs	-	-	-
Depreciation	38,109	15,022	53,131
Administration Cost	241,021	146,695	387,716
In-Kind	-	-	-
Donated Commodities	-	-	-
Total Expenditures	2,694,608	1,624,671	4,319,279
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
POSITIVE YOUTH DEVELOPMENT SERVICES AGREEMENT NO. 333-2024
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 50,970	$ 33,978	$ 84,948
Total Revenue	50,970	33,978	84,948
EXPENDITURES			
Salaries	33,638	18,994	52,632
Fringe Benefits	6,854	3,405	10,259
Travel	2,029	96	2,125
Space Costs	-	35	35
Consumable Supplies	235	1	236
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	2,192	63	2,255
Program Costs	1,134	8,200	9,334
Depreciation	280	105	385
Administration Cost	4,608	3,079	7,687
Total Expenditures	50,970	33,978	84,948
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 24B-2012
FOR THE PERIOD NOVEMBER 1, 2023 THROUGH JUNE 30, 2025

	Nov. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE				
Federal Grant Revenue	$ 2,276,859	$ 3,925,534	$ -	$ 6,202,393
Total Revenue	2,276,859	3,925,534	-	6,202,393
EXPENDITURES				
Salaries	681,368	1,261,612	-	1,942,980
Fringe Benefits	136,274	446,899	-	583,173
Travel	12,079	24,900	-	36,979
Space Costs	51,282	175,511	-	226,793
Consumable Supplies	21,093	32,265	-	53,358
Equipment	15,512	-	-	15,512
Consultant/Contract Services	894,754	939,881	-	1,834,635
Other Costs	173,966	413,966	-	587,932
Program Costs	96,460	282,197	-	378,657
Depreciation	70	203	-	273
Administration Cost	194,001	348,100	-	542,101
Total Expenditures	2,276,859	3,925,534	-	6,202,393
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 23J-5716
FOR THE PERIOD APRIL 15, 2023 THROUGH MAY 31, 2025

	Apr. 15, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through May 31, 2025	TOTAL
REVENUE				
Federal Grant Revenue	$ 456,018	$ 872,403	$ 66,895	$ 1,395,316
Total Revenue	456,018	872,403	66,895	1,395,316
EXPENDITURES				
Salaries	146,185	258,435	58,189	462,809
Fringe Benefits	28,515	88,533	35,025	152,073
Travel	589	3,121	2,464	6,174
Space Costs	12,037	22,578	11,936	46,551
Consumable Supplies	2,139	13,346	5,349	20,834
Equipment	3,878	-	-	3,878
Consultant/Contract Services	69,233	280,792	(98,661)	251,364
Other Costs	107,517	61,109	21,500	190,126
Program Costs	44,601	69,427	25,117	139,145
Depreciation	-	27	-	27
Administration Cost	41,324	75,035	5,976	122,335
Total Expenditures	456,018	872,403	66,895	1,395,316
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
GENERAL CHILD CARE AND DEVELOPMENT PROGRAM
SAN JOAQUIN COUNTY OFFICE OF EDUCATION CONTRACT NO. CCTR-4305
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 1,869,852	$ 976,983	$ 2,846,835
Parent Fees	-	232	232
Total Revenue	1,869,852	977,215	2,847,067
EXPENDITURES			
Salaries	1,282,651	668,348	1,950,999
Fringe Benefits	439,825	229,178	669,003
Travel	39	-	39
Space Costs	-	1,381	1,381
Consumable Supplies	39	1,722	1,761
Equipment	-	-	-
Consultant/Contract Services	812	-	812
Other Costs	-	65	65
Program Costs	-	-	-
Depreciation		-	-
Administration Cost	146,486	76,521	223,007
Total Expenditures	1,869,852	977,215	2,847,067
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
HOMELESS VETERANS REINTEGRATION PROGRAM - STAND DOWN
AGREEMENT NO. 25560SD000128-01-00
FOR THE PERIOD AUGUST 1, 2025 THROUGH OCTOBER 13, 2025

	Aug. 1, 2025 through Oct. 13, 2025	TOTAL
REVENUE		
Federal Grant Revenue	$ 7,000	$ 7,000
Total Revenue	7,000	7,000
EXPENDITURES		
Salaries	-	-
Fringe Benefits	-	-
Travel	-	-
Space Costs	236	236
Consumable Supplies	2,256	2,256
Equipment	-	-
Consultant/Contract Services	-	-
Other Costs	1,878	1,878
Program Costs	2,630	2,630
Depreciation	-	-
Administration Cost	-	-
Total Expenditures	7,000	7,000
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
MIGRANT CHILD CARE
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CMIG-4004
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 10,414	$ 3,465	$ 13,879
Total Revenue	10,414	3,465	13,879
EXPENDITURES			
Salaries	6,972	2,124	9,096
Fringe Benefits	2,390	728	3,118
Travel	8	-	8
Space Costs	-	-	-
Consumable Supplies	24	287	311
Equipment	-	-	-
Consultant/Contract Services	61	-	61
Other Costs	13	13	26
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	946	313	1,259
Total Expenditures	10,414	3,465	13,879
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
CALIFORNIA STATE PRESCHOOL PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CSPP-4122
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 6,213,701	$ 2,386,824	$ 8,600,525
Parent Fees	731	236	967
Total Revenue	6,214,432	2,387,060	8,601,492
EXPENDITURES			
Salaries	3,553,877	1,621,679	5,175,556
Fringe Benefits	1,282,983	563,570	1,846,553
Travel	254	-	254
Space Costs	33,647	-	33,647
Consumable Supplies	727,406	(15,913)	711,493
Equipment	-	-	-
Consultant/Contract Services	5,442	-	5,442
Other Costs	34,049	719	34,768
Program Costs	9,568	-	9,568
Depreciation	-	-	-
Administration Cost	567,206	217,005	784,211
Total Expenditures	6,214,432	2,387,060	8,601,492
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
MIGRANT CHILD CARE - SPECIALIZED SERVICES
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CMSS-4004
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 49,679	$ -	$ 49,679
Total Revenue	49,679	-	49,679
EXPENDITURES			
Salaries	31,802	-	31,802
Fringe Benefits	13,361	-	13,361
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	4,516	-	4,516
Total Expenditures	49,679	-	49,679
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
GENERAL CHILD CARE AND DEVELOPMENT PROGRAM
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CCTR-4065
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 805,587	$ 107,230	$ 912,817
State Grant Revenue	2,721,501	362,152	3,083,653
Total Revenue	3,527,088	469,382	3,996,470
EXPENDITURES			
Salaries	2,301,313	262,096	2,563,409
Fringe Benefits	895,839	164,431	1,060,270
Travel	90	-	90
Space Costs	-	-	-
Consumable Supplies	308	-	308
Equipment	-	-	-
Consultant/Contract Services	1,564	-	1,564
Other Costs	7,331	184	7,515
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	320,643	42,671	363,314
Total Expenditures	3,527,088	469,382	3,996,470
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
MIGRANT ALTERNATIVE PAYMENT
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CMAP-4000
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 2,977,498	$ 624,197	$ 3,601,695
State Grant Revenue	17,500,481	9,625,503	27,125,984
Parent Fees	898	1,276	2,174
Total Revenue	20,478,877	10,250,976	30,729,853
EXPENDITURES			
Salaries	1,498,697	635,998	2,134,695
Fringe Benefits	377,792	195,506	573,298
Travel	12,435	5,948	18,383
Space Costs	190,507	120,980	311,487
Consumable Supplies	121,138	165,628	286,766
Equipment	-	-	-
Consultant/Contract Services	3	-	3
Other Costs	97,508	84,081	181,589
Program Costs	16,330,708	8,117,685	24,448,393
Depreciation	6,192	2,500	8,692
Administration Cost	1,843,897	922,650	2,766,547
Total Expenditures	20,478,877	10,250,976	30,729,853
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
VITA GRANT NO. 25VITA0313
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sep. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 143,284	$ 231,716	$ 375,000
In-Kind	309,477	559,524	869,001
Total Revenue	452,761	791,240	1,244,001
EXPENDITURES			
Salaries	66,258	107,318	173,576
Fringe Benefits	18,514	28,870	47,384
Travel	-	-	-
Space Costs	-	10,844	10,844
Consumable Supplies	485	4,560	5,045
Equipment	-	-	-
Consultant/Contract Services	46,539	63,461	110,000
Other Costs	-	-	-
Program Costs	420	80	500
Depreciation	-	-	-
Administration Cost	11,068	16,583	27,651
In-Kind	309,477	559,524	869,001
Total Expenditures	452,761	791,240	1,244,001
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (CAL FRESH)
GRANT NO. 21-7003-SUB
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 31,038	$ 41,155	$ 72,193
Total Revenue	31,038	41,155	72,193
EXPENDITURES			
Salaries	24,095	32,032	56,127
Fringe Benefits	4,121	5,382	9,503
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	2,822	3,741	6,563
Total Expenditures	31,038	41,155	72,193
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
WOMEN, INFANTS & CHILDREN (WIC) GRANT NO. 22-10236
FOR THE PERIOD OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

	Oct. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Sept. 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 1,599,001	$ 2,296,191	$ 3,895,192
Other Revenue	5,443	(5,443)	-
Total Revenue	1,604,444	2,290,748	3,895,192
EXPENDITURES			
Salaries	939,476	1,065,315	2,004,791
Fringe Benefits	296,258	366,474	662,732
Travel	1,945	3,789	5,734
Space Costs	151,906	273,069	424,975
Consumable Supplies	11,498	244,322	255,820
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	63,734	144,900	208,634
Program Costs	-	-	-
Depreciation	4,660	4,361	9,021
Administration Cost	134,967	188,518	323,485
Total Expenditures	1,604,444	2,290,748	3,895,192
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
COUNTY OF KERN LOW BARRIER NAVIGATION CENTER
AGREEMENT NO. 694-2022
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 1,775,476	$ 853,233	$ 2,628,709
Total Revenue	1,775,476	853,233	2,628,709
EXPENDITURES			
Salaries	651,224	315,859	967,083
Fringe Benefits	196,411	105,581	301,992
Travel	1,919	1,383	3,302
Space Costs	475,208	217,903	693,111
Consumable Supplies	131,031	62,658	193,689
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	33,357	16,912	50,269
Program Costs	125,665	55,584	181,249
Depreciation	-	-	-
Administration Cost	160,661	77,353	238,014
Total Expenditures	1,775,476	853,233	2,628,709
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
HOMELESS SAFE CAMPING - CSLFRF (ARPA) AGREEMENT NO. 752-2020
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
Federal Grant Revenue	$ 772,473	$ 422,320	$ 1,194,793
Total Revenue	772,473	422,320	1,194,793
EXPENDITURES			
Salaries	187,709	61,752	249,461
Fringe Benefits	57,455	21,441	78,896
Travel	753	482	1,235
Space Costs	366,772	257,541	624,313
Consumable Supplies	14,832	9,829	24,661
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	42,666	19,813	62,479
Program Costs	35,887	15,879	51,766
Depreciation	-	-	-
Administration Cost	66,399	35,583	101,982
Total Expenditures	772,473	422,320	1,194,793
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
BAKERSFIELD CITY SCHOOL DISTRICT
CALIFORNIA COMMUNITY SCHOOL PARTNERSHIP AGREEMENT NO. YEAR 3
FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 257,350	$ 55,885	$ 313,235
Total Revenue	257,350	55,885	313,235
EXPENDITURES			
Salaries	169,475	33,591	203,066
Fringe Benefits	49,626	15,401	65,027
Travel	669	37	706
Space Costs	-	-	-
Consumable Supplies	5,503	-	5,503
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	6,641	1,400	8,041
Program Costs	2,126	395	2,521
Depreciation	-	-	-
Administration Cost	23,310	5,061	28,371
Total Expenditures	257,350	55,885	313,235
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
KAISER FOOD LOCKER PILOT PROGRAM
FOR THE PERIOD DECEMBER 1, 2024 THROUGH NOVEMBER 30, 2025

	Dec. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Nov. 30, 2025	TOTAL
REVENUE			
Private Revenue	$ -	$ 60,000	$ 60,000
Total Revenue	-	60,000	60,000
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	54,545	54,545
Depreciation	-	-	-
Administration Cost	-	5,455	5,455
Total Expenditures	-	60,000	60,000
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE HHAP3
AGREEMENT NO. 2023-313
FOR THE PERIOD JUNE 1, 2024 THROUGH JUNE 30, 2025

	June 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE			
State Grant Revenue	$ 108,626	$ 41,374	$ 150,000
Total Revenue	108,626	41,374	150,000
EXPENDITURES			
Salaries	67,695	26,970	94,665
Fringe Benefits	25,434	9,080	34,514
Travel	-		-
Space Costs	4,776	1,169	5,945
Consumable Supplies	306	104	410
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	815	382	1,197
Program Costs	-	-	-
Depreciation	-	-	-
Administration Cost	9,600	3,669	13,269
Total Expenditures	108,626	41,374	150,000
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES FOR COMPLETED CONTRACTS
COUNTY OF KERN - PERSONAL/PROFESSIONAL SERVICES AGREEMENT COVID-19
FOR THE PERIOD AUGUST 1, 2023 THROUGH JUNE 30, 2025

	Aug. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	TOTAL
REVENUE				
Federal Grant Revenue	$ 18,321	$ 6,889	$ -	$ 25,210
Total Revenue	18,321	6,889	-	25,210
EXPENDITURES				
Salaries	-	-	-	-
Fringe Benefits	-	-	-	-
Travel	-	-	-	-
Space Costs	-	-	-	-
Consumable Supplies	-	-	-	-
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	-	-	-	-
Program Costs	16,656	6,263	-	22,919
Depreciation	-	-	-	-
Administration Cost	1,665	626	-	2,291
Total Expenditures	18,321	6,889	-	25,210
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -	$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 25F-6015 (CSBG 2025)
FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

	Jan. 1, 2025 through Feb. 28, 2025	Mar. 1, 2025 through Dec. 31, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	$ 452,171	$ 1,349,944	$ 1,802,115	$	$ 1,802,115
Total Revenue	$ 452,171	$ 1,349,944	$ 1,802,115	$ -	$ 1,802,115
EXPENDITURES					
Administrative Costs					
Salaries and Wages	$ 4,728	$ 7,682	$ 12,410	$ 12,410	$ 12,410
Fringe Benefits	1,923	2,292	4,215	4,215	4,215
Operating Expenses	856	3,101	3,957	3,957	3,957
Out-of-State Travel	533	9,540	10,073	10,073	10,073
Contract/Consultant Services	-	-	-	-	-
Other Costs	44,259	116,484	160,743	160,743	160,743
Total Administrative Costs	52,299	139,099	191,398	191,398	191,398
Program Costs					
Salaries and Wages	234,863	684,766	919,629	919,629	919,629
Fringe Benefits	90,659	238,023	328,682	328,682	328,682
Operating Expenses	74,350	288,056	362,406	362,406	362,406
Contract/Consultant Services	-	-	-	-	-
Other Costs	-	-	-	-	-
Total Program Costs	399,872	1,210,845	1,610,717	1,610,717	1,610,717
Total Expenditures	$ 452,171	$ 1,349,944	$ 1,802,115	$ 1,802,115	$ 1,802,115

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 25F-6015 (CSBG 2025 DISCRETIONARY)
FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

	Jan. 1, 2025 through Feb. 28, 2025	Mar. 1, 2025 through Dec. 31, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	$ -	$ 26,000	$ 26,000	$	$ 26,000
Total Revenue	$ -	$ 26,000	$ 26,000	$ -	$ 26,000
EXPENDITURES					
Administrative Costs					
Salaries and Wages	$ -	$ -	$ -	$ -	$ -
Fringe Benefits	-	-	-	-	-
Operating Expenses	-	-	-	-	-
Contract/Consultant Services	-	-	-	-	-
Other Costs	-	2,364	2,364	2,364	2,364
Total Administrative Costs	-	2,364	2,364	2,364	2,364
Program Costs					
Salaries and Wages	-	17,508	17,508	17,508	17,508
Fringe Benefits	-	6,128	6,128	6,128	6,128
Operating Expenses	-	-	-	-	-
Contract/Consultant Services	-	-	-	-	-
Other Costs	-	-	-	-	-
Total Program Costs	-	23,636	23,636	23,636	23,636
Total Expenditures	$ -	$ 26,000	$ 26,000	$ 26,000	$ 26,000

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 21T-1015 (CALEITC 2021-2025)
FOR THE PERIOD DECEMBER 1, 2021 THROUGH JUNE 30, 2025

	Dec. 1, 2021 through Feb. 28, 2022	Mar. 1, 2022 through June 30, 2022	July 1, 2022 through Feb. 28, 2023	Mar. 1, 2023 through June 30, 2023	July 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through June 30, 2024	July 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through June 30, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE											
Grant Revenue Awarded	$ 71,316	$ 510,946	$ 273,547	$ 568,886	$ 347,213	$ 513,501	$ 153,067	$ 322,712	$ 2,761,188	$	$ 2,761,188
Total Revenue	$ 71,316	$ 510,946	$ 273,547	$ 568,886	$ 347,213	$ 513,501	$ 153,067	$ 322,712	$ 2,761,188	$ -	$ 2,761,188
EXPENDITURES											
Education and Outreach Activities											
Salaries, Wages, and Fringe Benefits	$ 1,645	$ 27,406	$ 27,298	$ 32,017	$ 9,847	$ 13,165	$ 12,936	$ 13,911	$ 138,225	$ 138,225	$ 138,225
Web	45	135	7,150	-	1,200	-	-	-	8,530	8,530	8,530
Social Media	-	-	-	-	-	7,503	-	1,991	9,494	9,494	9,494
Canvassing	-	793	1,933	1,999	538	1,820	985	1,761	9,829	9,829	9,829
Media	-	82,925	16,000	71,334	27,743	23,850	11,886	55,269	289,007	289,007	289,007
Collateral Messaging	-	24,229	13	10,027	13,628	12,204	2,220	780	63,101	63,101	63,101
Group Events	-	-	-	-	-	-	-	-	-	-	-
Subcontractor	30,826	155,802	47,559	187,963	79,066	158,051	1,028	54,313	714,608	714,608	714,608
Other Costs	7	12,223	3,867	9,937	6,283	7,416	4,151	7,902	51,786	51,786	51,786
Total Education and Outreach Activities	32,523	303,513	103,820	313,277	138,305	224,009	33,206	135,927	1,284,580	1,284,580	1,284,580
Free Tax Preparation Assistance Activities											
Salaries, Wages, and Fringe Benefits	1,780	39,060	46,333	60,667	48,503	62,962	34,629	27,303	321,237	321,237	321,237
Online Platform	-	-	-	-	-	-	-	-	-	-	-
Equipment	821	7,744	13,101	-	24,976	1,375	-	5,597	53,614	53,614	53,614
Supplies	-	4,999	-	4,801	-	7,408	-	3,311	20,519	20,519	20,519
Subcontractor	35,638	104,872	55,016	134,847	67,135	140,201	13,118	96,462	647,289	647,289	647,289
FTPA Education and Outreach	-	-	-	-	-	-	-	-	-	-	-
Other Costs	554	6,276	8,207	7,530	7,356	7,175	2,089	3,822	43,009	43,009	43,009
Total Free Tax Preparation Assistance	38,793	162,951	122,657	207,845	147,970	219,121	49,836	136,495	1,085,668	1,085,668	1,085,668
ITIN Application Acceptance Assistance											
Salaries, Wages, and Fringe Benefits	-	23,727	29,033	20,328	38,092	49,182	63,659	46,354	270,375	270,375	270,375
Subcontractor	-	17,998	13,842	25,045	19,037	16,271	-	-	92,193	92,193	92,193
Other Costs	-	2,757	4,195	2,391	3,809	4,918	6,366	3,936	28,372	28,372	28,372
Total Free Tax Preparation Assistance	-	44,482	47,070	47,764	60,938	70,371	70,025	50,290	390,940	390,940	390,940
Total Expenditures	$ 71,316	$ 510,946	$ 273,547	$ 568,886	$ 347,213	$ 513,501	$ 153,067	$ 322,712	$ 2,761,188	$ 2,761,188	$ 2,761,188

868

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 24B-2012 (WX)
FOR THE PERIOD NOVEMBER 1, 2023 THROUGH JUNE 30, 2025

	Nov. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Jun. 30, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE						
Grant Revenue	$ 1,238,964	$ 1,940,354	$ -	$ 3,179,318	$	$ 3,179,318
Interest Income	-	-	-	-		-
Other Income	-	-	-	-		-
Total Revenue	$ 1,238,964	$ 1,940,354	$ -	$ 3,179,318	$ -	$ 3,179,318
EXPENDITURES						
Weatherization Program Costs						
Intake	$ 22,218	$ 27,143	$ -	$ 49,361	$ 49,361	$ 254,345
Outreach	22,842	40,207	-	63,049	63,049	158,966
Training & Technical Assistance	14,591	32,789	-	47,380	47,380	158,966
Out of State Travel	-	-	-	-	-	-
Major Vehicle and Field Equipment (More than $5k)	15,512	-	-	15,512	15,512	-
Major Vehicle and Field Equipment (Less than $5k)	-	-	-	-	-	-
Liability Insurance	6,469	17,965	-	24,434	24,434	-
General Operating Expenditures	117,932	320,758	-	438,690	438,690	-
Other Program Costs	340,931	934,539	-	1,275,470	1,275,470	-
Total Weatherization Program Costs:	540,495	1,373,401	-	1,913,896	1,913,896	572,277
Total Weatherization Activity Expenditures	698,469	566,953	-	1,265,422	1,265,422	2,607,041
Total Expenditures	$ 1,238,964	$ 1,940,354	$ -	$ 3,179,318	$ 3,179,318	$ 3,179,318

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 24B-2012 (EHA)
FOR THE PERIOD NOVEMBER 1, 2023 THROUGH JUNE 30, 2025

	Nov. 1, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through Jun. 30, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE						
Grant Revenue	$ 1,037,895	$ 1,985,180	$ -	$ 3,023,075	$	$ 3,023,076
Interest Income	-	-	-	-		-
Other Income	-	-	-	-		-
Total Revenue	$ 1,037,895	$ 1,985,180	$ -	$ 3,023,075	$ -	$ 3,023,076
EXPENDITURES						
Assurance 16 Costs						
Assurance 16 Costs	$ 50,617	$ 300,624	$ -	$ 351,241	$ 351,241	$ 635,864
Administrative Costs						
Administrative Costs	194,001	435,859	-	629,860	629,860	635,864
Administrative Equipment	-	-	-	-	-	-
Out of State Travel	-	-	-	-	-	-
Total Assurance 16/Administration Costs:	244,618	736,483	-	981,101	981,101	1,271,728
Program Support Costs						
Intake	68,947	367,464	-	436,411	436,411	609,164
Outreach	94,033	204,053	-	298,086	298,086	380,728
Training & Technical Assistance	902	5	-	907	907	152,291
Out of State Travel	-	-	-	-	-	-
Major Vehicle and Field Equipment (More than $5k)	-	-	-	-	-	-
Major Vehicle and Field Equipment (Less than $5k)	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-
General Operating Expenditures	20,149	16,032	-	36,181	36,181	-
Automation Supplemental	-	-	-	-	-	-
Other Program Costs	219,192	223,168	-	442,360	442,361	-
Total Program Costs	403,223	810,722	-	1,213,945	1,213,946	1,142,183
Program Service Costs						
ECIP Emergency Heating & Cooling Services (EHCS)	389,314	400,709	-	790,023	790,023	609,165
Severe Weather Energy Assist & Trans. Srvcs (SWEATS)	-	-	-	-	-	-
Wood, Propane and Oil (ECIP & HEAP WPO)	740	37,266	-	38,006	38,006	-
Total Program Services Costs	390,054	437,975	-	828,029	828,029	609,165
Total Expenditures	$ 1,037,895	$ 1,985,180	$ -	$ 3,023,075	$ 3,023,076	$ 3,023,076

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 23J-5716 (WX)
FOR THE PERIOD APRIL 15, 2023 THROUGH MAY 31, 2025

	April. 15, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through May 31, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE						
Grant Revenue	$ 25,014	$ 551,129	$ 138,672	$ 714,815	$	$ 714,814
Interest Income	-	-	-	-		-
Other Income	-	-	-	-		-
Total Revenue	$ 25,014	$ 551,129	$ 138,672	$ 714,815	$ -	$ 714,814
EXPENDITURES						
Weatherization Program Costs						
Intake	$ -	$ 6,400	$ 1,739	$ 8,139	$ 8,140	$ 57,185
Outreach	3,724	12,536	1,786	18,046	18,046	35,741
Training & Technical Assistance	66	10,298	-	10,364	10,364	35,741
Out of State Travel	-	-	-	-	-	-
Major Vehicle and Field Equipment (More than $5k)	3,878	-	-	3,878	3,878	-
Major Vehicle and Field Equipment (Less than $5k)	-	-	-	-	-	-
Liability Insurance	173	1,590	1,142	2,905	2,906	-
General Operating Expenditures	159	77,915	6,903	84,977	84,977	-
Other Program Costs	17,014	299,490	79,732	396,236	396,234	-
Total Weatherization Program Costs:	25,014	408,229	91,302	524,545	524,544	128,667
Weatherization Direct Program Costs						
Total Weatherization Activity Expenditures	-	142,900	47,370	190,270	190,270	586,147
Total Expenditures	$ 25,014	$ 551,129	$ 138,672	$ 714,815	$ 714,814	$ 714,814

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 23J-5716 (EHA)
FOR THE PERIOD APRIL 15, 2023 THROUGH MAY 31, 2025

	April. 15, 2023 through Feb. 29, 2024	Mar. 1, 2024 through Feb. 28, 2025	Mar. 1, 2025 through May 31, 2025	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE						
Grant Revenue	$ 431,004	$ 321,274	$ (71,777)	$ 680,501	$	$ 680,502
Interest Income	-	-	-	-		-
Other Income	-	-	-	-		-
Total Revenue	$ 431,004	$ 321,274	$ (71,777)	$ 680,501	$ -	$ 680,502
EXPENDITURES						
Assurance 16 Costs						
Assurance 16 Costs	$ 173,275	$ 5,377	$ 1,215	$ 179,867	$ 179,867	$ 185,925
Administrative Costs						
Administrative Costs	41,324	75,035	5,976	122,335	122,335	185,925
Administrative Equipment	-	-	-	-	-	-
Out of State Travel	-	-	-	-	-	-
Total Assurance 16/Administration Costs:	214,599	80,412	7,191	302,202	302,202	371,850
Program Support Costs						
Intake	69,376	14,529	-	83,905	83,904	131,674
Outreach	84,078	24,634	-	108,712	108,712	154,060
Training & Technical Assistance	-	-	-	-	-	22,918
Out of State Travel	-	-	-	-	-	-
Major Vehicle and Field Equipment (More than $5k)	-	-	-	-	-	-
Major Vehicle and Field Equipment (Less than $5k)	-	-	-	-	-	-
Liability Insurance	304	-	2,680	2,984	2,984	-
General Operating Expenditures	16,691	3	31,157	47,851	47,851	-
Automation Supplemental	-	-	-	-	-	-
Other Program Costs	1,355	9,722	5,536	16,613	16,614	-
Total Program Costs	171,804	48,888	39,373	260,065	260,065	308,652
Program Service Costs						
ECIP Emergency Heating & Cooling Services (EHCS)	-	135,442	(116,892)	18,550	18,550	-
Severe Weather Energy Assist & Trans. Srvcs (SWEATS)	-	-	-	-	-	-
Wood, Propane and Oil (ECIP & HEAP WPO)	44,601	56,532	(1,449)	99,684	99,685	-
Total Program Services Costs	44,601	191,974	(118,341)	118,234	118,235	-
Total Expenditures	$ 431,004	$ 321,274	$ (71,777)	$ 680,501	$ 680,502	$ 680,502

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of **Community Action Partnership of Kern**, as of and for the year ended February 28, 2026, and the related notes to the financial statements, which comprise **Community Action Partnership of Kern**'s financial statements, and have issued our report thereon dated October 26, 2026.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered **Community Action Partnership of Kern**'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of **Community Action Partnership of Kern**'s internal control. Accordingly, we do not express an opinion on the effectiveness of Community Action Partnership of Kern's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax. 661.834.4839 – www. dpvb.com

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether **Community Action Partnership of Kern**'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 26, 2026

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited **Community Action Partnership of Kern**'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of **Community Action Partnership of Kern**'s major federal programs for the year ended February 28, 2026. **Community Action Partnership of Kern**'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, **Community Action Partnership of Kern** complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended February 28, 2026.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of **Community Action Partnership of Kern** and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of **Community Action Partnership of Kern**'s compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to **Community Action Partnership of Kern**'s federal programs.

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax. 661.834.4839 – www. dpvb.com

Auditor's Responsibilities for the Audit of Compliance.

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on **Community Action Partnership of Kern**'s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about **Community Action Partnership of Kern**'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.

- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding **Community Action Partnership of Kern**'s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- obtain an understanding of **Community Action Partnership of Kern**'s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of **Community Action Partnership of Kern**'s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 26, 2026

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR FIRST 5 KERN PROGRAMS AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE WHEN USING THE PROGRAM-SPECIFIC AUDIT OPTION TO SATISFY THE UNIFORM GUIDANCE AUDIT REQUIREMENTS

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on Compliance for First 5 Kern

Opinion on Compliance for First 5 Kern

We have audited **Community Action Partnership of Kern**'s compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on its First 5 Kern programs for the year ended February 28, 2026.

In our opinion, **Community Action Partnership of Kern** complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its First 5 Kern programs for the year ended February 28, 2026.

Basis for Opinion on First 5 Kern

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of **Community Action Partnership of Kern** and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for First 5 Kern programs. Our audit does not provide a legal determination of **Community Action Partnership of Kern**'s compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to First 5 Kern programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on **Community Action Partnership of Kern**'s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about **Community Action Partnership of Kern**'s compliance with the requirements of the federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance whether due to fraud or error and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding **Community Action Partnership of Kern**'s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of **Community Action Partnership of Kern**'s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of **Community Action Partnership of Kern**'s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 26, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED FEBRUARY 28, 2026

SECTION I. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:	Unmodified	
Internal control over financial reporting:		
Material weakness(es) identified?	_____Yes	___X___No
Significant deficiency(ies) identified?	_____Yes	___X___None reported
Noncompliance material to financial statements noted?	_____Yes	___X___No

Federal Awards

Internal control over major programs:		
Material weakness(es) identified?	_____Yes	___X___No
Significant deficiency(ies) identified?	_____Yes	___X___None reported
Type of auditor's report issued on compliance for major federal programs:	Unmodified	
Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?	_____Yes	___X__ No

Identification of major programs

Federal Assistance Listing Number	Name of Federal Program or Cluster
21.027	SLFRF Safe Parking Encampment and HOME Repair
93.600	Head Start Cluster

Dollar threshold used to distinguish between Type A and Type B programs:	$2,171,684	
Auditee qualified as low-risk auditee?	___X___Yes	_____No

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED FEBRUARY 28, 2026

SECTION II. FINANCIAL STATEMENT FINDINGS

None

SECTION III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None

COMMUNITY ACTION PARTNERSHIP OF KERN

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED FEBRUARY 28, 2026

2025-001 During procurement testing, the external auditor identified the following errors:

- For one of forty procurement transactions tested, the Organization did not follow their procurement process as outlined in the Organization's Financial Policy and Procurement Manual.
- For one of forty procurement transactions tested, the Organization did not retain the required documentation of the procurement process.

This is not a repeat finding as corrective action was taken during the year.



SPECIAL PURPOSE FINANCIAL STATEMENTS
June 30, 2026

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

C O N T E N T S

INDEPENDENT AUDITOR'S REPORT	1-3
SPECIAL PURPOSE FINANCIAL STATEMENTS	
Schedule of expenditures of state awards	4
Schedule of revenue and expenditures:	
California State Preschool Programs CSPP-5118	5-7
Child Care and Development Programs CCTR-5068	8
Migrant Child Care CMIG-5004	9
Migrant Special Contracts CMSS-5004	10
Migrant Alternative Payment CMAP-5000	11
Child and Adult Care Food 15-1248-OJ	12
Combining schedule of expenditures by state categories	13
Combining schedule of claimed administrative costs	14
Combining schedule of renovation and repair expenditures	15
Combining schedule of claimed equipment expenditures	16
Child and Adult Care Food Program:	
Schedule of reported, adjusted and allowed meals and earned reimbursement	17
Schedule of reported, adjusted and allowed meals	18-21
Schedule of reported, adjusted and allowed enrollment – Child Care Centers	22
Reconciliation of single audit to program audit	23
Note to special purpose financial statements	24
Note regarding California Department of Education and California Department of Social Services supplementary information	25
OTHER INDEPENDENT AUDITOR'S REPORT	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	26-27

AUDITED ENROLLMENT, ATTENDANCE AND FISCAL REPORT

California State Preschool Program CSPP-5118 28-38

Child Care and Development Programs CCTR-5068 39-46

Migrant Child Care CMIG-5004 47-52

AUDITED FISCAL REPORT

Migrant Special Contracts CMSS-5004 53-55

CalWORKS, Alternative Payment or Family Child Care Home Programs CMAP-5000 56-58

AUDITED RESERVE ACCOUNT ACTIVITY REPORTS

Center based programs 59

Alternative payment programs 60

California State Preschool Programs 61

FINDINGS AND RECOMMENDATIONS SECTION

Schedule of Findings and Questioned Costs 62-64

Summary Schedule of Prior Audit Findings 65

Corrective Action Plan 66-69

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on the Financial Statements

Opinion

We have audited the accompanying special purpose financial statements of **Community Action Partnership of Kern** (the Organization) for the year ended June 30, 2026, and the related note to the special purpose financial statements, which comprise the Organization's special purpose financial statements, as listed in the table of contents.

In our opinion, the special purpose financial statements present fairly, in all material respects, the special purpose financial statements of the California Department of Education and California Department of Social Services funds of the Organization for the year ended June 30, 2026, on the basis of accounting described in Note 1.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Special Purpose Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the special purpose financial statements, which describes the basis of accounting. The special purpose financial statements are prepared on the basis of accounting the Organization uses to comply with the requirements of the California Department of Education and the California Department of Social Services, which is a basis of accounting other than accounting principles generally accepted in the United States of America. As a result, the special purpose financial statements may not be suitable for another purpose. Our opinion is not modified with respect to this matter.

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax. 661.834.4839 – www. dpvb.com

Responsibilities of Management for the Special Purpose Financial Statements

Management is responsible for the preparation and fair presentation of the special purpose financial statements in accordance with the accounting practices prescribed by the California Department of Education and California Department of Social Services as described in Note 1. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the special purpose financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the special purpose financial statements are issued or available to be issued.

Auditor's Responsibilities for the Audit of the Special Purpose Financial Statements

Our objectives are to obtain reasonable assurance about whether the special purpose financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the special purpose financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the special purpose financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the special purpose financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the special purpose financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Restriction of Use

Our report is intended solely for the information and use of the Board of Directors and management of the Organization, the California Department of Education, and the California Department of Social Services, and is not intended to be and should not be used by anyone other than these specified parties.

Other Reporting Required* by *Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 5, 2026 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

Daniells Phillips Vaughan & Bock

Bakersfield, California
November 5, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF EXPENDITURES OF STATE AWARDS
For the Period July 1, 2025 through June 30, 2026

Pass-Through Grantor Program Title	State Number / Grantor Number	Amount
STATE:		
State of California - Department of Education		
California State Preschool Programs	CSPP-5118	$ 9,120,621
California State Preschool Programs Stipend SB140	CSPP-5118	1,466,204
California State Preschool Programs Quality Rating and Improvement System Block Grant	CSPP-5118	11,484
Total State of California - Department of Education		10,598,309
State of California - Department of Social Services		
Child Care and Development Programs	CCTR-5068	4,501,468
Migrant Child Care	CMIG-5004	16,501
Migrant Special Contracts	CMSS-5004	44,073
Migrant Alternative Payment	CMAP-5000	35,159,580
Child and Adult Care Food	15-1248-OJ	1,763,950
Total State of California - Department of Social Services		41,485,572
Total State of California		$ 52,083,881

Basis of Presentation

The accompanying Schedule of Expenditures of State Awards includes the state grant activity of **Community Action Partnership of Kern** under programs of the state government for the year ended June 30, 2026 and is presented on the accrual basis of accounting. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of **Community Action Partnership of Kern**, it is not intended to and does not present the financial position, changes in net assets, or cash flows of **Community Action Partnership of Kern**. Additionally, **Community Action Partnership of Kern** has elected to use a maximum 10 percent indirect cost rate which is less than the 15 percent de minimis rate allowed under the Uniform Guidance.

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CALIFORNIA STATE PRESCHOOL PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CSPP-5118
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
State Grant Revenue	$ 5,906,546	$ 2,355,564	$ 8,262,110
Head Start	734,475	124,036	858,511
Total Revenue	6,641,021	2,479,600	9,120,621
EXPENDITURES			
Salaries	4,520,421	1,687,670	6,208,091
Fringe Benefits	1,580,296	578,571	2,158,867
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Equipment	-	-	-
Consumable Supplies	-	-	-
Other Costs	2,350	214	2,564
Program Costs	-	-	-
Depreciation	-	-	-
Indirect Costs	537,954	213,145	751,099
Total Expenditures	6,641,021	2,479,600	9,120,621
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CALIFORNIA STATE PRESCHOOL PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT CSPP STIPEND SB140
CONTRACT NO. CSPP-5118
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
State Grant Revenue	$ 1,017,244	$ 448,960	$ 1,466,204
Total Revenue	1,017,244	448,960	1,466,204
EXPENDITURES			
Salaries	734,716	408,145	1,142,861
Fringe Benefits	190,268	-	190,268
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Equipment	-	-	-
Consumable Supplies	(256)	-	(256)
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Indirect Costs	92,516	40,815	133,331
Total Expenditures	1,017,244	448,960	1,466,204
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CALIFORNIA STATE PRESCHOOL PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION QUALITY RATING AND IMPROVEMENT SYSTEM BLOCK GRANT CONTRACT NO. CSPP-5118
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
State Grant Revenue	$ 10,962	$ 522	$ 11,484
Total Revenue	10,962	522	11,484
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Equipment	-	-	-
Consumable Supplies	10,285	524	10,809
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Indirect Costs	677	(2)	675
Total Expenditures	10,962	522	11,484
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD CARE AND DEVELOPMENT PROGRAMS
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CCTR-5068
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
Federal Grant Revenue	$ 1,289,429	$ 588	$ 1,290,017
State Grant Revenue	2,706,453	-	2,706,453
Family Fees	533	-	533
Head Start	145,904	-	145,904
Reserve	358,561	-	358,561
Total Revenue	4,500,880	588	4,501,468
EXPENDITURES			
Salaries	3,086,506	357	3,086,863
Fringe Benefits	1,048,431	122	1,048,553
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Equipment	-	-	-
Consumable Supplies	562	-	562
Other Costs	2,071	55	2,126
Program Costs	-	-	-
Depreciation	-	-	-
Indirect Costs	363,310	54	363,364
Total Expenditures	4,500,880	588	4,501,468
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
MIGRANT CHILD CARE
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CMIG-5004
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
State Grant Revenue	$ 7,429	$ 9,072	$ 16,501
Total Revenue	7,429	9,072	16,501
EXPENDITURES			
Salaries	5,010	6,143	11,153
Fringe Benefits	1,718	2,105	3,823
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Equipment	-	-	-
Consumable Supplies	-	-	-
Other Costs	25	-	25
Program Costs	-	-	-
Depreciation	-	-	-
Indirect Costs	676	824	1,500
Total Expenditures	7,429	9,072	16,501
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
MIGRANT SPECIAL CONTRACTS
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CMSS-5004
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
State Grant Revenue	$ 44,073	$ -	$ 44,073
Total Revenue	44,073	-	44,073
EXPENDITURES			
Salaries	28,205	-	28,205
Fringe Benefits	11,861	-	11,861
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Equipment	-	-	-
Consumable Supplies	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Depreciation	-	-	-
Indirect Costs	4,007	-	4,007
Total Expenditures	44,073	-	44,073
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
MIGRANT ALTERNATIVE PAYMENT
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. CMAP-5000
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
Federal Grant Revenue	$ 2,675,604	$ 1,613,950	$ 4,289,554
State Grant Revenue	19,071,175	11,794,366	30,865,541
Other Revenue	28,664	(28,664)	-
Family Fees	1,468	3,017	4,485
Total Revenue	21,776,911	13,382,669	35,159,580
EXPENDITURES			
Salaries	1,576,633	726,480	2,303,113
Fringe Benefits	430,135	220,823	650,958
Consultant/Contract Services	24,279	41,445	65,724
Travel	15,825	13,496	29,321
Space Costs	270,423	140,377	410,800
Equipment	-	-	-
Consumable Supplies	85,273	160,623	245,896
Other Costs	118,357	66,577	184,934
Program Costs	17,299,030	10,797,919	28,096,949
Depreciation	4,937	398	5,335
Indirect Costs	1,952,019	1,214,531	3,166,550
Total Expenditures	21,776,911	13,382,669	35,159,580
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT NO. 15-1248-OJ
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	July 1, 2025 through Feb. 28, 2026	Mar. 1, 2026 through June 30, 2026	TOTAL
REVENUE			
Federal Grant Revenue	$ 1,147,132	$ 616,818	$ 1,763,950
Total Revenue	1,147,132	616,818	1,763,950
EXPENDITURES			
Salaries	624,010	287,734	911,744
Fringe Benefits	201,276	83,046	284,322
Consultant/Contract Services	-	-	-
Travel	13,725	7,438	21,163
Space Costs	112,321	57,550	169,871
Equipment	-	-	-
Consumable Supplies	61,692	70,714	132,406
Other Costs	45,833	24,082	69,915
Program Costs	(14,075) *	30,367 *	16,292 *
Depreciation	-	-	-
Indirect Costs	102,350	55,887	158,237
Total Expenditures	1,147,132	616,818	1,763,950
REVENUE OVER/(UNDER) EXPENDITURES	$ -	$ -	$ -

** Program Costs represent food subsidies provided by Head Start.*

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF EXPENDITURES BY STATE CATEGORIES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

EXPENDITURES	STATE PRESCHOOL CSPP - 5118	CHILD CARE & DEVELOPMENT CCTR - 5068	MIGRANT CHILD CARE CMIG - 5004	MIGRANT SPECIAL CONTRACTS CMSS - 5004	MIGRANT ALTERNATIVE PAYMENT CMAP - 5000	NON-CCD PROGRAMS	TOTAL REIMBURSABLE
Direct Payments To Providers	$ -	$ -	$ -	$ -	$ 28,096,949	$ -	$ 28,096,949
1000 Certificated Salaries	4,522,878	2,534,849	8,079	13,818	-	-	7,079,624
2000 Classified Salaries	1,685,213	552,014	3,074	14,387	2,303,113	911,744	5,469,545
3000 Employee Benefits	2,158,867	1,048,553	3,823	11,861	650,958	284,322	4,158,384
4000 Books And Supplies	-	562	-	-	245,896	132,406	378,864
5000 Services And Other Operating Expenses	2,564	2,126	25	-	696,114	277,241	978,070
6100/6200 Other Approved Capital Outlay	-	-	-	-	-	-	-
6400 New Equipment Expense	-	-	-	-	-	-	-
6500 Replacement Equipment (Program Related)	-	-	-	-	-	-	-
Depreciation Or Use Allowance (Not Purchased With Public Funds)	-	-	-	-	-	-	-
Start-Up Expense (Service Level Exemption)	-	-	-	-	-	-	-
Budget Impasse Credit Expense (Service Level Exemption)	-	-	-	-	-	-	-
Indirect Costs*	751,099	363,364	1,500	4,007	3,166,550	158,237	4,444,757
Total Expenses Claimed For Reimbursement**	$ 9,120,621	$ 4,501,468	$ 16,501	$ 44,073	$ 35,159,580	$ 1,763,950	$ 50,606,193

SUPPLEMENTAL EXPENDITURES	STATE PRESCHOOL	CHILD CARE & DEVELOPMENT	MIGRANT CHILD CARE	MIGRANT SPECIAL	MIGRANT ALTERNATIVE	NON-CCD PROGRAMS	TOTAL REIMBURSABLE
Total Supplemental Expenses	$ 1,477,688	$ -	$ -	$ -	$ -	$ -	$ 1,477,688

REIMBURSABLE & SUPPLEMENTAL EXPENDITURES	STATE PRESCHOOL	CHILD CARE & DEVELOPMENT	MIGRANT CHILD CARE	MIGRANT SPECIAL	MIGRANT ALTERNATIVE	NON-CCD PROGRAMS	TOTAL REIMBURSABLE
Total Expenditures	$ 10,598,309	$ 4,501,468	$ 16,501	$ 44,073	$ 35,159,580	$ 1,763,950	$ 52,083,881

**A written indirect cost allocation plan for the current fiscal year, approved by the Board of Directors, is on file in the main accounting office of the Organization.*
***Any food expenses have been allocated to the appropriate contracts.*

We have examined the claims filed for reimbursement and the original supporting records covering the transactions under these contracts to an extent considered necessary to assure ourselves that the amounts claimed by the Organization were proper.

The Stipend funds and QRIS funds received for CSPP-5118 are included as Supplemental Expenditures per the guidance from the funding source.
The Stipend funds received for CMAP-5000 are intentionally omitted on the Combining Schedule of Expenditures per the guidance from the funding source.

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF CLAIMED ADMINISTRATIVE COSTS
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	STATE PRESCHOOL CSPP - 5118	CHILD CARE AND DEVELOPMENT CCTR - 5068	MIGRANT CHILD CARE CMIG - 5004	MIGRANT SPECIAL CONTRACTS CMSS - 5004	MIGRANT ALTERNATIVE PAYMENT CMAP - 5000	NON-CCD PROGRAMS	TOTAL COSTS
Direct Payments To Providers	$ -	$ -	$ -	$ -	$ -	$ -	$ -
1000 Certificated Salaries	-	-	-	-	-	-	-
2000 Classified Salaries	-	-	-	-	74,671	-	74,671
3000 Employee Benefits	-	-	-	-	10,866	-	10,866
4000 Books And Supplies	-	-	-	-	141	-	141
5000 Services And Other Operating Expenses	-	-	-	-	-	-	-
6100/6200 Other Approved Capital Outlay	-	-	-	-	10,971	-	10,971
6400 New Equipment	-	-	-	-	-	-	-
6500 Replacement Equipment (Program-Related)	-	-	-	-	-	-	-
Depreciation Or Use Allowance (Not Purchased With Public Funds)	-	-	-	-	-	-	-
Start-Up Expense (Service Level Exemption)	-	-	-	-	-	-	-
Budget Impasse Credit Expense (Service Level Exemption)	-	-	-	-	-	-	-
Indirect Costs	751,099	363,364	1,500	4,007	3,166,550	158,237	4,444,757
Total Administrative Costs	$ 751,099	$ 363,364	$ 1,500	$ 4,007	$ 3,263,199	$ 158,237	$ 4,541,406

The Stipend funds and QRIS funds received for CSPP-5118 and the Stipend funds received for CMAP-5000 are intentionally omitted on the Combining Schedule of Administrative Costs per the guidance from the funding source.

See Note to Special Purpose Financial Statements.

900

COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF RENOVATION AND REPAIR EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

		STATE PRESCHOOL CSPP - 5118	CHILD CARE AND DEVELOPMENT CCTR - 5068	MIGRANT MIGRANT CHILD CARE CMIG - 5004	MIGRANT SPECIAL CONTRACTS CMSS - 5004	MIGRANT ALTERNATIVE PAYMENT CMAP - 5000	NON-CCD PROGRAMS	TOTAL COSTS
Capitalized R&R Project Under $10,000								
None		$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Subtotal	-	-	-	-	-	-	-
Capitalized R&R Project of $10,000 or More with Prior Written Approval								
None		$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Subtotal	-	-	-	-	-	-	-
Capitalized R&R Project of $10,000 or More without Prior Written Approval								
None		$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Subtotal	-	-	-	-	-	-	-
Total Capitalized R&R Projects		$ -	$ -	$ -	$ -	$ -	$ -	$ -

The Stipend funds and QRIS funds received for CSPP-5118 and the Stipend funds received for CMAP-5000 are intentionally omitted on the Combining Schedule of Renovations and Repair Expenditures per the guidance from the funding source.

See Note to Special Purpose Financial Statements.

901

COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF CLAIMED EQUIPMENT EXPENDITURES
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

	STATE PRESCHOOL CSPP - 5118	CHILD CARE AND DEVELOPMENT CCTR - 5068	MIGRANT CHILD CARE CMIG - 5004	MIGRANT SPECIAL CONTRACTS CMSS - 5004	MIGRANT ALTERNATIVE PAYMENT CMAP - 5000	NON-CCD PROGRAMS	TOTAL COSTS
Capitalized Equipment on the AUD with Prior Written Approval							
None	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Subtotal	-	-	-	-	-	-	-
Capitalized Equipment Expensed on the AUD without Prior Written Approval							
None	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Subtotal	-	-	-	-	-	-	-
Total Capitalized Equipment	$ -	$ -	$ -	$ -	$ -	$ -	$ -

The Organization's capitalization threshold is $10,000.

The Stipend funds and QRIS funds received for CSPP-5118 and the Stipend funds received for CMAP-5000 are intentionally omitted on the Combining Schedule of Claimed Equipment per the guidance from the funding source.

See Note to Special Purpose Financial Statements.

902

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED AND ALLOWED MEALS AND EARNED REIMBURSEMENT
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

FIXED PERCENTAGE METHOD

Federal Meal Compensation	Reported	Meals Adjusted	Allowed	Food Service Rates July 2025 to June 2026	Revenue Recognized	Audit Adjustments	Earned Reimbursements
Breakfast							
Free	189,415	-	189,415	$2.46	$ 465,961	$ -	$ 465,961
Reduced	-	-	-	$2.16	-	-	-
Base	-	-	-	$0.40	-	-	-
Total	189,415	-	189,415		$ 465,961	$ -	$ 465,961
Lunch							
Free	201,416	-	201,416	$4.60	$ 926,514	$ -	$ 926,514
Reduced	-	-	-	$4.20	-	-	-
Base	-	-	-	$0.44	-	-	-
Total	201,416	-	201,416		$ 926,514	$ -	$ 926,514
HS Snack							
Free	201	-	201	$1.26	$ 253	$ -	$ 253
Reduced	-	-	-	$0.63	-	-	-
Base	-	-	-	$0.11	-	-	-
Total	201	-	201		$ 253	$ -	$ 253
State Snack							
Free	178,866	-	178,866	$1.26	$ 225,371	$ -	$ 225,371
Reduced	-	-	-	$0.63	-	-	-
Base	-	-	-	$0.11	-	-	-
Total	178,866	-	178,866		$ 225,371	$ -	$ 225,371
Total Rate X Meals	569,898	-	569,898		$ 1,618,099	$ -	$ 1,618,099
State Reimbursements	390,831	-	390,831	$0.2160	$ 84,419	$ -	$ 84,419
Cash-in-Lieu	201,416	-	201,416	$0.3050	$ 61,432	$ -	$ 61,432
Total Federal Reimbursement					$ 1,763,950	$ -	$ 1,763,950

See Note to Special Purpose Financial Statements.

903

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED AND ALLOWED MEALS
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

FIXED PERCENTAGE METHOD

	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed
	July 1, 2025 to July 31, 2025			**August 1, 2025 to August 31, 2025**			**September 1, 2025 to September 30, 2025**		
Breakfast									
Free	9,568	-	9,568	13,355	-	13,355	17,104	-	17,104
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	9,568	-	9,568	13,355	-	13,355	17,104	-	17,104
Lunch									
Free	10,304	-	10,304	14,001	-	14,001	17,825	-	17,825
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	10,304	-	10,304	14,001	-	14,001	17,825	-	17,825
HS Snack									
Free	-	-	-	-	-	-	-	-	-
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
State Snack									
Free	9,340	-	9,340	12,568	-	12,568	16,005	-	16,005
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	9,340	-	9,340	12,568	-	12,568	16,005	-	16,005

See Note to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED AND ALLOWED MEALS
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

FIXED PERCENTAGE METHOD

	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed
	October 1, 2025 to October 31, 2025			**November 1, 2025 to November 30, 2025**			**December 1, 2025 to December 31, 2025**		
Breakfast									
Free	20,495	-	20,495	14,095	-	14,095	15,264	-	15,264
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	20,495	-	20,495	14,095	-	14,095	15,264	-	15,264
Lunch									
Free	21,817	-	21,817	14,998	-	14,998	16,237	-	16,237
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	21,817	-	21,817	14,998	-	14,998	16,237	-	16,237
HS Snack									
Free		-	-	-	-	-	-	-	-
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
State Snack									
Free	19,452	-	19,452	13,215	-	13,215	14,117	-	14,117
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	19,452	-	19,452	13,215	-	13,215	14,117	-	14,117

See Note to Special Purpose Financial Statements.

905

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED AND ALLOWED MEALS
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

FIXED PERCENTAGE METHOD

	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed
	January 1, 2026 to January 31, 2026			**February 1, 2026 to February 28, 2026**			**March 1, 2026 to March 31, 2026**		
Breakfast									
Free	17,009	-	17,009	16,425	-	16,425	20,043	-	20,043
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	17,009	-	17,009	16,425	-	16,425	20,043	-	20,043
Lunch									
Free	18,217	-	18,217	17,550	-	17,550	21,402	-	21,402
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	18,217	-	18,217	17,550	-	17,550	21,402	-	21,402
HS Snack									
Free	-	-	-	53	-	53	70	-	70
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	-	-	-	53	-	53	70	-	70
State Snack									
Free	16,189	-	16,189	15,371	-	15,371	18,855	-	18,855
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	16,189	-	16,189	15,371	-	15,371	18,855	-	18,855

See Note to Special Purpose Financial Statements.

906

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED AND ALLOWED MEALS
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

FIXED PERCENTAGE METHOD

	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed	Reported	Adjusted	Allowed
	April 1, 2026 to April 30, 2026			**May 1, 2026 to May 31, 2026**			**June 1, 2026 to June 30, 2026**		
Breakfast									
Free	18,661	-	18,661	15,828	-	15,828	11,568	-	11,568
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	18,661	-	18,661	15,828	-	15,828	11,568	-	11,568
Lunch									
Free	19,886	-	19,886	16,812	-	16,812	12,367	-	12,367
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	19,886	-	19,886	16,812	-	16,812	12,367	-	12,367
HS Snack									
Free	51	-	51	27	-	27	-	-	-
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	51	-	51	27	-	27	-	-	-
State Snack									
Free	17,604	-	17,604	14,941	-	14,941	11,209	-	11,209
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	17,604	-	17,604	14,941	-	14,941	11,209	-	11,209

See Note to Special Purpose Financial Statements.

907

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED AND ALLOWED ENROLLMENT - CHILD CARE CENTERS
FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

FIXED PERCENTAGE METHOD

Enrollment	July	August	September	October	November	December	January	February	March	April	May	June
Total												
Reported	749	1,113	1,287	1,285	1,299	1,334	1,356	1,375	1,368	1,351	1,351	928
Adjusted	558	194	20	22	8	(27)	(49)	(68)	(61)	(44)	(44)	379
Allowed	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307
Free												
Reported	749	1,113	1,287	1,285	1,299	1,334	1,356	1,375	1,368	1,351	1,351	928
Adjusted	558	194	20	22	8	(27)	(49)	(68)	(61)	(44)	(44)	379
Allowed	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307	1,307
Reduced												
Reported	-	-	-	-	-	-	-	-	-	-	-	-
Adjusted	-	-	-	-	-	-	-	-	-	-	-	-
Allowed	-	-	-	-	-	-	-	-	-	-	-	-
Base												
Reported	-	-	-	-	-	-	-	-	-	-	-	-
Adjusted	-	-	-	-	-	-	-	-	-	-	-	-
Allowed	-	-	-	-	-	-	-	-	-	-	-	-

See Note to Special Purpose Financial Statements.

Community Action Partnership of Kern
Reconciliation of Single Audit to Program Audit
Period Ended February 28, 2026 and June 30, 2026

	Single Audit Feb. 28, 2026	Less: Mar. 1, 2025 thru June 30, 2025 and Eliminations *	Mar. 1, 2026 Thru June 30, 2026	Program Audit June 30, 2026
ASSETS				
Current Assets				
Cash - Unrestricted	$ 15,390,615	$ (20,146,736)	$ (1,861,012)	$ (6,617,133)
Cash - Restricted	-	(299,307)	175,643	(123,664)
Grants and contracts receivable	10,186,697	(13,975,223)	10,965,533	7,177,007
Other receivable	1,066,790	(1,066,790)	-	-
Inventory	3,643,843	(3,643,843)	-	-
Prepaid expenses	870,056	(923,905)	107,723	53,874
Total current assets	31,158,001	(40,055,804)	9,387,887	490,084
Noncurrent Assets				
Cash restricted for program use by funding agencies	812,314	(812,314)	-	-
Property and equipment	54,279,115	(54,279,115)	-	-
Operating lease right-of-use assets	5,438,079	(5,438,079)	-	-
Total noncurrent assets	60,529,508	(60,529,508)	-	-
Total assets	$ 91,687,509	$ (100,585,312)	$ 9,387,887	$ 490,084
LIABILITIES AND NET ASSETS				
Current liabilities				
Current maturities of long-term debt	$ 374,516	$ (374,516)	$ -	$ -
Accounts payable	3,946,278	(6,839,860)	3,394,624	501,042
Accrued expenses	4,895,296	(5,148,700)	107,072	(146,332)
Advances payable	710,517	(1,361,544)	685,601	34,574
Deferred revenue	13,988,918	(19,019,937)	4,971,349	(59,670)
Current portion of operating lease liability	1,538,492	(1,538,492)	-	-
Total current liabilities	25,454,017	(34,283,049)	9,158,646	329,614
Noncurrent Liabilities				
Long-term debt, less current maturities	6,959,015	(6,959,015)	-	-
Long-term operating lease liability	3,891,705	(3,891,705)	-	-
Total long-term liabilities	10,850,720	(10,850,720)	-	-
Total liabilities	36,304,737	(45,133,769)	9,158,646	329,614
Net Assets:				
With donor restrictions	130,646	(130,646)	-	-
Without donor restrictions				
Board designated for accrued vacation liability	1,086,506	(1,086,506)	-	-
Undesignated	54,165,620	(54,234,391)	229,241	160,470
Total net assets	55,382,772	(55,451,543)	229,241	160,470
Total liabilities and net assets	$ 91,687,509	$ (100,585,312)	$ 9,387,887	$ 490,084
SUPPORT AND REVENUE				
Program Revenues:				
Federal grants	$ 72,389,482	$ (66,396,940)	$ 2,355,394	$ 8,347,936
State grants	64,526,629	(35,404,186)	14,608,484	43,730,927
Local grants	3,637,936	(3,637,936)	-	-
Donations:				
Food	31,188,929	(31,188,929)	-	-
Cash	830,976	(830,976)	-	-
Contribution received in acquisition of California Veterans Assistance Foundation	5,131,206	(5,131,206)	-	-
Contributions in-kind	30,754	(30,754)	-	-
Other	2,567,745	(2,537,080)	(25,647)	5,018
(Loss) on disposition of property and equipment	(23,239)	23,239	-	-
Total support and revenue	180,280,418	(145,134,768)	16,938,231	52,083,881
EXPENDITURES	176,536,999	(141,393,375)	16,940,257	52,083,881
EXCESS SUPPORT AND REVENUE OVER (UNDER) EXPENDITURES	$ 3,743,419	$ (3,741,393)	$ (2,026)	$ -

*Eliminations are non-California Department of Education and non-California Department of Social Services programs.

See Note to Special Purpose Financial Statements

COMMUNITY ACTION PARTNERSHIP OF KERN

NOTE TO SPECIAL PURPOSE FINANCIAL STATEMENTS

Note 1. Nature of Activities and Significant Accounting Policies

Nature of Activities: **Community Action Partnership of Kern** (the Organization) is a not-for-profit organization which has been designated as the Community Action Agency of Kern County (the County). The purpose of this organization is to mobilize and utilize public and private resources of the urban and rural communities in the County of Kern to combat poverty through community action programs.

These special purpose financial statements represent only specific information for the year ended June 30, 2026, and they are not intended to be a presentation in conformity with accounting principles generally accepted in the United States of America. The general-purpose financial statements for the Organization for the year ended February 28, 2026 were prepared in conformity with accounting principles generally accepted in the United States of America. A copy can be obtained by contacting the Organization.

The schedules of revenue and expenditures presented on pages 5-12 represent the program activity for each state grant for the year ended June 30, 2026. They are intended to assist the State Department of Education and State Department of Social Services in reconciling to the Organization's fiscal year ended February 28, 2026.

The special purpose financial statements presented herein on pages 13-23 and 28-61 were prepared specifically to comply with California Department of Education and California Department of Social Services reporting requirements at each program level, using the fiscal year of the state.

A summary of the Organization's significant accounting policies follows:

Basis of Accounting: The special purpose financial statements were prepared in conformity with the accounting practices prescribed by the California Department of Education and California Department of Social Services, under the accrual method of accounting, in conformity with the California Department of Education Audit Guide dated July 2026 and California Department of Social Services Audit Guide dated August 2026 which differs from generally accepted accounting principles.

Basis of Presentation: The accompanying schedule of expenditures of state awards includes the state grant activity of the Organization and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."

Property: Property purchased with California Department of Education or California Department of Social Services contract funds during fiscal year 2025-2026 has been separately accounted for in the property management system.

Claim Preparation: Due to the provisions in the Improving Head Start for School Readiness Act of 2007 (Public Law 110-134) (Head Start), any child enrolled in Head Start is now automatically eligible for free meals provided by the United States Department of Agriculture (USDA) National School Breakfast Program, National School Lunch Program, and the Child and Adult Care Food Program.

COMMUNITY ACTION PARTNERSHIP OF KERN

NOTE REGARDING CALIFORNIA DEPARTMENT OF EDUCATION AND CALIFORNIA DEPARTMENT OF SOCIAL SERVICES SUPPLEMENTARY INFORMATION

In accordance with the applicable requirements from the Funding Terms & Conditions:

1. Interest expense is only allowable as a reimbursable cost in certain circumstances when it has been preapproved by the administering state department or relates to the lease, purchase, acquisition, or repair or renovation of early learning and care facilities owned or leased by the contractor. No interest expense was claimed to a child development contract for the year ended June 30, 2026.

2. All expenses claimed for reimbursement under a related rent transaction must be supported by a fair market rental estimate from an independent appraiser, licensed by the California Office of Real Estate Appraisers. There were no related party rent expenses claimed for the year ended June 30, 2026.

3. Credit Loss expense is unallowable unless it relates to uncollectible family fees where documentation of adequate collection attempts exists. No credit loss expense was claimed to a child development contract for the year ended June 30, 2026.

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the special purpose financial statements of **Community Action Partnership of Kern**, as of and for the year ended June 30, 2026, and the related notes to the special purpose financial statements, which comprise **Community Action Partnership of Kern**'s special purpose financial statements, and have issued our report thereon dated November 5, 2026.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the special purpose financial statements, we considered **Community Action Partnership of Kern**'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of **Community Action Partnership of Kern**'s internal control. Accordingly, we do not express an opinion on the effectiveness of **Community Action Partnership of Kern**'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether **Community Action Partnership of Kern**'s special purpose financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the special purpose financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items 2026-001 through 2026-004.

Community Action Partnership of Kern's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on **Community Action Partnership of Kern**'s responses to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. **Community Action Partnership of Kern**'s responses were not subjected to the other auditing procedures applied in the audit of the special purpose financial statements and, accordingly, we express no opinion on the responses.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Daniells Phillips Vaughan & Bock

Bakersfield, California
November 5, 2026

Contractor Name: Community Action Partnership of Kern

Contract Number: CSPP-5118

Fiscal Year Ended: June 30, 2026

Vendor Code: Y320

California Department of Education Audited Enrollment, Attendance, and Fiscal Report for California State Preschool Program

Section 1 – Number of Counties Where Services are Provided

Number of counties where the agency provided services to certified children (Form 1): **1**

Number of counties where the agency provided mental health consultation services to certified children (Form 2): **0**

Number of counties where the agency provided services to non-certified children (Form 3): **1**

Number of counties where the agency provided mental health consultation services to non-certified children (Form 4): **0**

Total enrollment and attendance forms to attach: **2**

Note: For each of the above categories, submit one form for each service county.

Section 2 – Days of Enrollment, Attendance and Operation

Enrollment and Attendance Form Summary	Column A Cumulative FY per CPARIS	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjusted Days per Audit
Total Certified Days of Enrollment	140,696		140,696	169,507.9493
Total Certified Days of Enrollment with Mental Health Consultation Services			0	
Days of Attendance (including MHCS)	138,376	(2)	138,374	N/A
Total Non-Certified Days of Enrollment	18,206		18,206	15,844.5454
Total Non-Certified Days of Enrollment with Mental Health Consultation Services			0	

Days of Operation	Column A Cumulative FY per CPARIS	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjusted Days per Audit
Days of Operation	245		245	N/A

914

Section 3 – Revenue

Restricted Income	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Child Nutrition Programs			0
Exceptional Needs/Severely Disabled Service Level Exemption Credit	174,837		174,837
County Maintenance of Effort (EC Section 8260)			0
American Rescue Plan Act (ARPA)			0
Other:			0
Other:			0
TOTAL RESTRICTED INCOME	**174,837**	**0**	**174,837**

Transfer from Reserve	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Transfer from Preschool Reserve Account			0

Other Income	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Family Fees for Certified Children			0
Interest Earned on Apportionment Payments			0
Unrestricted Income: Fees for Non-Certified Children			0
Unrestricted Income: Head Start	858,511		858,511
Other:			0

Section 4 - Reimbursable Expenses

Cost Category	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Direct Payments to Providers (FCCH only)			0
Direct Payments to Subcontractors: Cost of Care Plus & One-Time Allocations Only			0
1000 Certificated Salaries	4,545,634	(22,756)	4,522,878
2000 Classified Salaries	1,737,139	(51,926)	1,685,213
3000 Employee Benefits	2,184,470	(25,603)	2,158,867
4000 Books and Supplies	711	(711)	0
5000 Services and Other Operating Expenses	2,897	(333)	2,564
6100/6200 Other Approved Capital Outlay			0
6400 New Equipment (program-related)			0
6500 Equipment Replacement (program-related)			0
6600 Lease Assets (used in governmental funds only)			0
Depreciation or Use Allowance			0
Start-up Expenses (service level exemption)			0
Indirect Costs (included in Total Administrative Cost)	761,182	(10,083)	751,099
TOTAL REIMBURSABLE EXPENSES	**9,232,033**	**(111,412)**	**9,120,621**

916

Section 4 - Reimbursable Expenses (cont.)

Specific Items of Reimbursable Expenses	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Prospective Pay Administrative Cost (included in expenses reported above)	N/A	N/A	N/A
All Other Administrative Cost (included in expenses reported above)	761,182	(10,083)	751,099
Staff Training Expenses (included in expenses reported above) *Management Bulletin 19-05*			0

☐ NO SUPPLEMENTAL REVENUE / EXPENSES Check this box and omit page 5.

917

Section 5 - Supplemental Funding

Supplemental Revenue	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Enhancement Funding			0
Other: Cost of Care Plus Rate	1,466,204		1,466,204
Other: QRIS	11,484		11,484
TOTAL SUPPLEMENTAL REVENUE	**1,477,688**	**0**	**1,477,688**

Supplemental Expenses	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
1000 Certificated Salaries	852,653		852,653
2000 Classified Salaries	290,208		290,208
3000 Employee Benefits	190,268		190,268
4000 Books and Supplies	10,553		10,553
5000 Services and Other Operating Expenses			0
6000 Equipment / Capital Outlay			0
Depreciation or Use Allowance			0
Indirect Costs	134,006		134,006
Non-Reimbursable Supplemental Expenses			0
TOTAL SUPPLEMENTAL EXPENSES	**1,477,688**	**0**	**1,477,688**

918

Section 6 - Summary

Description	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Total Certified Days of Enrollment (including MHCS)	140,696	0	140,696
Days of Operation	245	0	245
Days of Attendance (including MHCS)	138,376	(2)	138,374
Total Certified Adjusted Days of Enrollment	N/A	N/A	169,507.9493
Total Non-Certified Adjusted Days of Enrollment	N/A	N/A	15,844.5454
Restricted Program Income	174,837	0	174,837
Transfer from Preschool Reserve Account	0	0	0
Family Fees for Certified Children	0	0	0
Interest Earned on Apportionment Payments	0	0	0
Direct Payments to Providers	0	0	0
Start-up Expenses (service level exemption)	0	0	0
Total Reimbursable Expenses	9,232,033	(111,412)	9,120,621
Prospective Pay Administrative Cost (included in Total Reimbursable Expenses)	N/A	N/A	N/A
All Other Administrative Cost (included in Total Reimbursable Expenses)	761,182	(10,083)	751,099
Staff Training Cost (included in Total Reimbursable Expenses)	0	0	0
Non-Reimbursable Cost (State Use Only)	N/A	N/A	

Section 7 – Auditor's Assurances

Independent auditor's assurances on agency's compliance with the contract funding terms and conditions and program requirements of the California Department of Education, Early Education Division:

Based on the results of the testing of our audit sample, eligibility, enrollment and attendance records are being maintained as required (Select YES or NO): ☑ Yes ☐ No

Based on the results of the testing of our audit sample, reimbursable expenses claimed in Section 4 are eligible for reimbursement, reasonable, necessary, and adequately supported (Select YES or NO): ☑ Yes ☐ No

Section 8 – Comments

Include any comments in the comment box. If necessary, attach additional sheets to explain adjustments.

920

California State Preschool Program – Form 1
Certified Children Days of Enrollment and Attendance

Service County: Kern

Enrollment Description	Column A Cumulative FY per CPARIS June Report	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Two Years Old and Three Years Old Full-time-plus	435		435	2.1240	923.9400
Two Years Old and Three Years Old Full-time	39,862		39,862	1.8000	71,751.6000
Two Years Old and Three Years Old Part-time	23,995		23,995	1.1147	26,747.2265
Four Years and Older Full-time-plus	526		526	1.1800	620.6800
Four Years and Older Full-time	23,599		23,599	1.0000	23,599.0000
Four Years and Older Part-time	17,559		17,559	0.6193	10,874.2887
Exceptional Needs Full-time-plus (Active IEP/IFSP Only)	0		0	2.8320	0.0000
Exceptional Needs Full-time (Active IEP/IFSP Only)	1,430		1,430	2.4000	3,432.0000
Exceptional Needs Part-time(Active IEP/IFSP Only)	1,876		1,876	1.4863	2,788.2988
Dual Language Learner Full-time-plus	0		0	1.4160	0.0000
Dual Language Learner Full-time	12,919		12,919	1.2000	15,502.8000
Dual Language Learner Part-time	13,891		13,891	0.6193	8,602.6963

921

Contractor Name: Community Action Partnership of Kern **Contract Number: CSPP-5118**

Enrollment Description	Column A Cumulative FY per CPARIS June Report	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
At Risk of Abuse or Neglect Full-time-plus	0		0	1.2980	0.0000
At Risk of Abuse or Neglect Full-time	3,774		3,774	1.1000	4,151.4000
At Risk of Abuse or Neglect Part-time	830		830	0.6193	514.0190
Severely Disabled Full-time-plus (Active IEP/IFSP Only)	0		0	2.8320	0.0000
Severely Disabled Full-time (Active IEP/IFSP Only)	0		0	2.4000	0.0000
Severely Disabled Part-time (Active IEP/IFSP Only)	0		0	1.4863	0.0000
TOTAL CERTIFIED DAYS OF ENROLLMENT	**140,696**	**0**	**140,696**	N/A	**169,507.9493**

Attendance	Column A Cumulative FY per CPARIS June Report	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
DAYS OF ATTENDANCE	**138,376**	**(2)**	**138,374**	N/A	N/A

Enter the sum of Total Certified Days of Enrollment from all Form 1s in the Total Certified Days of Enrollment line of AUD 8501, Section 2.

Enter the sum of Days of Attendance from all Form 1s and Form 2s in the Days of Attendance line of AUD 8501, Section 2.

922

Contractor Name: Community Action Partnership of Kern **Contract Number:** CSPP-5118

California State Preschool Program – Form 3
Non-Certified Children Days of Enrollment

Service County: Kern

Enrollment Description	Column A Cumulative FY per CPARIS June Report	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Two Years Old and Three Years Old Full-time-plus			0	2.1240	0.0000
Two Years Old and Three Years Old Full-time			0	1.8000	0.0000
Two Years Old and Three Years Old Part-time	9,224		9,224	1.1147	10,281.9928
Four Years and Older Full-time-plus			0	1.1800	0.0000
Four Years and Older Full-time			0	1.0000	0.0000
Four Years and Older Part-time	8,982		8,982	0.6193	5,562.5526
Exceptional Needs Full-time-plus			0	2.8320	0.0000
Exceptional Needs Full-time			0	2.4000	0.0000
Exceptional Needs Part-time			0	1.4863	0.0000
Dual Language Learner Full-time-plus			0	1.4160	0.0000
Dual Language Learner Full-time			0	1.2000	0.0000
Dual Language Learner Part-time			0	0.6193	0.0000

923

Contractor Name: **Community Action Partnership of Kern** **Contract Number:** **CSPP-5118**

Enrollment Description	Column A Cumulative FY per CPARIS June Report	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
At Risk of Abuse or Neglect Full-time-plus			0	1.2980	0.0000
At Risk of Abuse or Neglect Full-time			0	1.1000	0.0000
At Risk of Abuse or Neglect Part-time			0	0.6193	0.0000
Severely Disabled Full-time-plus			0	2.8320	0.0000
Severely Disabled Full-time			0	2.4000	0.0000
Severely Disabled Part-time			0	1.4863	0.0000
TOTAL NON-CERTIFIED DAYS OF ENROLLMENT	**18,206**	**0**	**18,206**	N/A	**15,844.5454**

Enter the sum of Total Non-Certified Days of Enrollment from all Form 3s in the Total Non-Certified Days of Enrollment line of AUD 8501, Section 2.

924

AUDITED ENROLLMENT, ATTENDANCE AND FISCAL REPORT FOR CHILD CARE AND DEVELOPMENT PROGRAMS (FOR SINGLE SERVICE COUNTY)

Fiscal Year Ending* June 30, 2026
Contract Number* CCTR-5068
Vendor Code* Y320

Full Name of Contractor* Community Action Partnership of Kern

Section 1 - Contractor Provided Services in Only One County

- ☑ Services were provided to certified children, check this box and **include** pages 6-7.*
- ☐ Mental health consultation services were provided to certified children, check this box and **include** pages 8-9.*
- ☑ Services were provided to non-certified children, check this box and **include** pages 10-11.*
- ☐ Mental health consultation services were provided to non-certified children, check this box and **include** pages 12-13.*

Section 2 - Days of Enrollment, Attendance and Operation

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjusted Days per Audit
Total Certified Days of Enrollment	64,267		64,267	117,336.1874
Total Certified Days of Enrollment with Mental Health Consultation Services				
Days of Attendance (including MHCS)	63,511	-8	63,503	**N/A**
Total Non-Certified Days of Enrollment	3,961		3,961	4,162.8620
Total Non-Certified Days of Enrollment with Mental Health Consultation Services				
Days of Operation*	245		245	**N/A**

*Indicates field is required.

925

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

Section 3 - Revenue

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit
Restricted Income - Child Nutrition Programs			
Restricted Income - County Maintenance of Effort (WIC Section 10308.5)			
Restricted Income - American Rescue Plan Act (ARPA)			
Restricted Income - Other:			
Restricted Income - Subtotal			
Transfer From Reserve	358,561		358,561
Waived Family Fees for Certified Children*			
Family Fees Collected for Certified Children	533		533
Interest Earned on Child Development Apportionment Payments			
Unrestricted Income - Fees for Non-Certified Children			
Unrestricted Income - Head Start	145,904		145,904
Unrestricted Income - Other:			
Total Revenue (*Waived Family Fees Not Included)	**504,998**		**504,998**

Comments:

926

Audit Report Page 40

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

Section 4 - Reimbursable Expenses

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit
Direct Payments to Providers (FCCH only)			
1000 Certificated Salaries	2,534,849		2,534,849
2000 Classified Salaries	552,014		552,014
3000 Employee Benefits	1,048,553		1,048,553
4000 Books and Supplies	562		562
5000 Services and Other Operating Expenses	2,126		2,126
6100/6200 Other Approved Capital Outlay			
6400 New Equipment (program-related)			
6500 Equipment Replacement (program-related)			
Depreciation or Use Allowance			
Start-up Expenses (service level exemption)			
Budget Impasse Credit			
Indirect Costs (include in Total Administrative Cost)	363,364		363,364
Total Reimbursable Expenses	**4,501,468**		**4,501,468**
Total Administrative Cost (included in Section 4 above)	363,364		363,364
Total Staff Training Cost (included in Section 4 above)			

Approved Indirect Cost Rate: 10 %

☑ NO SUPPLEMENTAL REVENUE / EXPENSES Check this box and omit page 4.

Comments:

927

Audit Report Page 41

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

Section 7 - Summary

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit
Total Certified Days of Enrollment (including MHCS)	64,267		64,267
Days of Operation	245		245
Days of Attendance (including MHCS)	63,511	-8	63,503
Restricted Program Income			
Transfer from Reserve	358,561		358,561
Family Fees Collected for Certified Children	533		533
Interest Earned on Child Development Apportionment Payments			
Direct Payments to Providers			
Start-up Expenses (service level exemption)			
Total Reimbursable Expenses	4,501,468		4,501,468
Total Administrative Cost	363,364		363,364
Total Staff Training Cost			
Non-Reimbursable (State use only)	**N/A**	**N/A**	

Total Certified Adjusted Days of Enrollment (including MHCS) 117,336.1874

Total Non-Certified Adjusted Days of Enrollment (including MHCS) 4,162.8620

Independent auditor's assurances on agency's compliance with contract funding terms and conditions and program requirements for programs that transferred to the California Department of Social Services on July 1, 2021 pursuant to WIC Section 10203(b):

Eligibility, enrollment and attendance records are being maintained as required (select YES or NO from the drop-down box): Yes

Reimbursable expenses claimed on page 3 are eligible for reimbursement, reasonable, necessary, and adequately supported (select YES or NO from the drop-down box): Yes

928

Include any comments in the comments box on pages 2 and 3. If necessary, attach additional sheets to explain adjustments.

Audit Report Page 42

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

CHILD CARE AND DEVELOPMENT PROGRAMS
CERTIFIED CHILDREN DAYS OF ENROLLMENT AND ATTENDANCE

Service County:* Kern

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Infants (up to 18 months) Full-time-plus	237		237	2.8792	682.3704
Infants (up to 18 months) Full-time	9,023		9,023	2.4400	22,016.1200
Infants (up to 18 months) One-half-time	52		52	1.3420	69.7840
Toddlers (18 up to 36 months) Full-time-plus	613		613	2.1240	1,302.0120
Toddlers (18 up to 36 months) Full-time	48,051		48,051	1.8000	86,491.8000
Toddlers (18 up to 36 months) One-half-time	790		790	0.9900	782.1000
Three Years and Older Full-time-plus	29		29	1.1800	34.2200
Three Years and Older Full-time	2,536		2,536	1.0000	2,536.0000
Three Years and Older One-half-time	33		33	0.5500	18.1500
Exceptional Needs Full-time-plus	5		5	1.8172	9.0860
Exceptional Needs Full-time	516		516	1.5400	794.6400
Exceptional Needs One-half-time	15		15	0.8470	12.7050

*Indicates field is required.

929

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Dual Language Learner Full-time-plus				1.2980	
Dual Language Learner Full-time	1,780		1,780	1.1000	1,958.0000
Dual Language Learner One-half-time	30		30	0.5500	16.5000
At Risk of Abuse or Neglect Full-time-plus				1.2980	
At Risk of Abuse or Neglect Full-time	557		557	1.1000	612.7000
At Risk of Abuse or Neglect One-half-time				0.5500	
Severely Disabled Full-time-plus				2.2774	
Severely Disabled Full-time				1.9300	
Severely Disabled One-half-time				1.0615	
Total Certified Days of Enrollment	**64,267**		**64,267**	**N/A**	**117,336.1874**
Days of Attendance*	**63,511**	**-8**	**63,503**	**N/A**	**N/A**

If no services were provided to certified children, omit pages 6-7.

*Indicates field is required for Days of Attendance.

930

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

CHILD CARE AND DEVELOPMENT PROGRAMS
NON-CERTIFIED CHILDREN DAYS OF ENROLLMENT

Service County:* Kern

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Infants (up to 18 months) Full-time-plus				2.8792	
Infants (up to 18 months) Full-time				2.4400	
Infants (up to 18 months) One-half-time	686		686	1.3420	920.6120
Toddlers (18 up to 36 months) Full-time-plus				2.1240	
Toddlers (18 up to 36 months) Full-time				1.8000	
Toddlers (18 up to 36 months) One-half-time	3,275		3,275	0.9900	3,242.2500
Three Years and Older Full-time-plus				1.1800	
Three Years and Older Full-time				1.0000	
Three Years and Older One-half-time				0.5500	
Exceptional Needs Full-time-plus				1.8172	
Exceptional Needs Full-time				1.5400	
Exceptional Needs One-half-time				0.8470	

*Indicates field is required.

931

Full Name of Contractor Community Action Partnership of Kern **Contract Number** CCTR-5068

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Dual Language Learner Full-time-plus				1.2980	
Dual Language Learner Full-time				1.1000	
Dual Language Learner One-half-time				0.5500	
At Risk of Abuse or Neglect Full-time-plus				1.2980	
At Risk of Abuse or Neglect Full-time				1.1000	
At Risk of Abuse or Neglect One-half-time				0.5500	
Severely Disabled Full-time-plus				2.2774	
Severely Disabled Full-time				1.9300	
Severely Disabled One-half-time				1.0615	
Total Non-Certified Days of Enrollment	**3,961**		**3,961**	**N/A**	**4,162.8620**

If no services were provided to non-certified children, omit pages 10-11.

932

AUDITED ENROLLMENT, ATTENDANCE AND FISCAL REPORT FOR CHILD CARE AND DEVELOPMENT PROGRAMS (FOR SINGLE SERVICE COUNTY)

Fiscal Year Ending* June 30, 2026
Contract Number* CMIG-5004
Vendor Code* Y320

Full Name of Contractor* COMMUNITY ACTION PARTNERSHIP OF KERN

Section 1 - Contractor Provided Services in Only One County

- ☑ Services were provided to certified children, check this box and **include** pages 6-7.*
- ☐ Mental health consultation services were provided to certified children, check this box and **include** pages 8-9.*
- ☐ Services were provided to non-certified children, check this box and **include** pages 10-11.*
- ☐ Mental health consultation services were provided to non-certified children, check this box and **include** pages 12-13.*

Section 2 - Days of Enrollment, Attendance and Operation

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjusted Days per Audit
Total Certified Days of Enrollment	291		291	320.1000
Total Certified Days of Enrollment with Mental Health Consultation Services				
Days of Attendance (including MHCS)	291		291	**N/A**
Total Non-Certified Days of Enrollment				
Total Non-Certified Days of Enrollment with Mental Health Consultation Services				
Days of Operation*	245		245	**N/A**

*Indicates field is required.

933

Full Name of Contractor COMMUNITY ACTION PARTNERSHIP OF KERN **Contract Number** CMIG-5004

Section 3 - Revenue

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit
Restricted Income - Child Nutrition Programs			
Restricted Income - County Maintenance of Effort (WIC Section 10308.5)			
Restricted Income - American Rescue Plan Act (ARPA)			
Restricted Income - Other:			
Restricted Income - Subtotal			
Transfer From Reserve			
Waived Family Fees for Certified Children*			
Family Fees Collected for Certified Children			
Interest Earned on Child Development Apportionment Payments			
Unrestricted Income - Fees for Non-Certified Children			
Unrestricted Income - Head Start			
Unrestricted Income - Other:			
Total Revenue (*Waived Family Fees Not Included)			

Comments:

934

Audit Report Page 48

Full Name of Contractor COMMUNITY ACTION PARTNERSHIP OF KERN **Contract Number** CMIG-5004

Section 4 - Reimbursable Expenses

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit
Direct Payments to Providers (FCCH only)			
1000 Certificated Salaries	8,079		8,079
2000 Classified Salaries	3,074		3,074
3000 Employee Benefits	3,823		3,823
4000 Books and Supplies			
5000 Services and Other Operating Expenses	25		25
6100/6200 Other Approved Capital Outlay			
6400 New Equipment (program-related)			
6500 Equipment Replacement (program-related)			
Depreciation or Use Allowance			
Start-up Expenses (service level exemption)			
Budget Impasse Credit			
Indirect Costs (include in Total Administrative Cost)	1,500		1,500
Total Reimbursable Expenses	**16,501**		**16,501**
Total Administrative Cost (included in Section 4 above)	1,500		1,500
Total Staff Training Cost (included in Section 4 above)			

Approved Indirect Cost Rate: 10%

☑ NO SUPPLEMENTAL REVENUE / EXPENSES Check this box and omit page 4.

Comments:

935

Audit Report Page 49

Full Name of Contractor COMMUNITY ACTION PARTNERSHIP OF KERN **Contract Number** CMIG-5004

Section 7 - Summary

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit
Total Certified Days of Enrollment (including MHCS)	291		291
Days of Operation	245		245
Days of Attendance (including MHCS)	291		291
Restricted Program Income			
Transfer from Reserve			
Family Fees Collected for Certified Children			
Interest Earned on Child Development Apportionment Payments			
Direct Payments to Providers			
Start-up Expenses (service level exemption)			
Total Reimbursable Expenses	16,501		16,501
Total Administrative Cost	1,500		1,500
Total Staff Training Cost			
Non-Reimbursable (State use only)	**N/A**	**N/A**	

Total Certified Adjusted Days of Enrollment (including MHCS) 320.1000

Total Non-Certified Adjusted Days of Enrollment (including MHCS)

Independent auditor's assurances on agency's compliance with contract funding terms and conditions and program requirements for programs that transferred to the California Department of Social Services on July 1, 2021 pursuant to WIC Section 10203(b):

Eligibility, enrollment and attendance records are being maintained as required (select YES or NO from the drop-down box): Yes

Reimbursable expenses claimed on page 3 are eligible for reimbursement, reasonable, necessary, and adequately supported (select YES or NO from the drop-down box): Yes

Include any comments in the comments box on pages 2 and 3. If necessary, attach additional sheets to explain adjustments.

936

Audit Report Page 50

Full Name of Contractor COMMUNITY ACTION PARTNERSHIP OF KERN **Contract Number** CMIG-5004

CHILD CARE AND DEVELOPMENT PROGRAMS
CERTIFIED CHILDREN DAYS OF ENROLLMENT AND ATTENDANCE

Service County:* Kern

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Infants (up to 18 months) Full-time-plus				2.8792	
Infants (up to 18 months) Full-time				2.4400	
Infants (up to 18 months) One-half-time				1.3420	
Toddlers (18 up to 36 months) Full-time-plus				2.1240	
Toddlers (18 up to 36 months) Full-time				1.8000	
Toddlers (18 up to 36 months) One-half-time				0.9900	
Three Years and Older Full-time-plus				1.1800	
Three Years and Older Full-time				1.0000	
Three Years and Older One-half-time				0.5500	
Exceptional Needs Full-time-plus				1.8172	
Exceptional Needs Full-time				1.5400	
Exceptional Needs One-half-time				0.8470	

*Indicates field is required.

937

Full Name of Contractor COMMUNITY ACTION PARTNERSHIP OF KERN **Contract Number** CMIG-5004

	Column A Cumulative FY CDFS 9500	Column B Audit Adjustments	Column C Cumulative per Audit	Column D Adjustment Factor	Column E Adjusted Days per Audit
Dual Language Learner Full-time-plus				1.2980	
Dual Language Learner Full-time	291		291	1.1000	320.1000
Dual Language Learner One-half-time				0.5500	
At Risk of Abuse or Neglect Full-time-plus				1.2980	
At Risk of Abuse or Neglect Full-time				1.1000	
At Risk of Abuse or Neglect One-half-time				0.5500	
Severely Disabled Full-time-plus				2.2774	
Severely Disabled Full-time				1.9300	
Severely Disabled One-half-time				1.0615	
Total Certified Days of Enrollment	**291**		**291**	**N/A**	**320.1000**
Days of Attendance*	**291**		291	**N/A**	**N/A**

If no services were provided to certified children, omit pages 6-7.

*Indicates field is required for Days of Attendance.

938

AUDITED FISCAL REPORT FOR MIGRANT SPECIAL CONTRACTS

Fiscal Year Ending	**June 30, 2026**
Contract Number*	**CMSS-5004**
Vendor Code*	**Y320**

Full Name of Contractor* **Community Action Partnership of Kern**

Section 1 - Revenue

	Column A Cumulative FY CDFS 9500A	Column B Audit Adjustments	Column C Cumulative per Audit
Restricted Income - Other:			
Restricted Income - Other:			
Restricted Income - Subtotal			
Interest Earned on Child Development Apportionment Payments			
Unrestricted Income - Other:			
Total Revenue			

*Indicates field is required.

939

Contract Number CMSS-5004

Full Name of Contractor Community Action Partnership of Kern

Section 2 - Reimbursable Expenses

	Column A Cumulative FY CDFS 9500A	Column B Audit Adjustments	Column C Cumulative per Audit
1000 Certificated Salaries	13,818		13,818
2000 Classified Salaries	14,387		14,387
3000 Employee Benefits	11,861		11,861
4000 Books and Supplies			
5000 Services and Other Operating Expenses			
Indirect Costs (include in Total Administrative Cost)	3,976	31	4,007
Total Reimbursable Expenses	**44,042**	**31**	**44,073**
Total Administrative Cost (included in Section 2 above)	4,006	1	4,007
Days of Operation	245		245

Approved Indirect Cost Rate: 10.0%

☒ NO SUPPLEMENTAL REVENUE / EXPENSES Check this box and omit page 3.

940

Audit Report Page 54

Contract Number CMSS-5004

Full Name of Contractor Community Action Partnership of Kern

Section 5 - Summary

	Column A Cumulative FY CDFS 9500A	Column B Audit Adjustments	Column C Cumulative per Audit
Restricted Program Income			
Interest Earned on Child Development Apportionment Payments			
Total Reimbursable Expenses	44,042	31	44,073
Total Administrative Cost	4,006	1	4,007
Days of Operation	245		245
Non-Reimbursable (State use only)	N/A	N/A	

Comments:

941

Audit Report Page 55

AUDITED FISCAL REPORT FOR CALWORKS, ALTERNATIVE PAYMENT OR FAMILY CHILD CARE HOME PROGRAMS

Fiscal Year Ending June 30, 2026

Contract Number* CMAP-5000

Vendor Code* Y320

Full Name of Contractor* Community Action Partnership of Kern

Section 1 - Revenue

	Column A1 Cumulative Prior Year AUD 9500AP (Multi-Year Contract Only)	Column A2 Cumulative Current Year CDFS 9500AP	Column B Audit Adjustments	Column C Cumulative per Audit
Restricted Income - Child Nutrition Programs				
Restricted Income - County Maintenance of Effort (WIC Section 10308.5)				
Restricted Income - Uncashed Checks to Providers				
Restricted Income - Other:				
Restricted Income - Subtotal				
Transfer from Reserve (alternative payment only)				
Waived Family Fees for Certified Children*				
Family Fees Collected for Certified Children		4,485	0	4,485
Interest Earned on Child Development Apportionment Payments				
Unrestricted Income - Other:				
Total Revenue (*Waived Family Fees Not Included)		**4,485**		**4,485**

*Indicates field is required.

942

Contract Number CMAP-5000

Full Name of Contractor Community Action Partnership of Kern

Section 2 - Reimbursable Expenses

	Column A1 Cumulative Prior Year AUD 9500AP (Multi-Year Contract Only)	Column A2 Cumulative Current Year CDFS 9500AP	Column B Audit Adjustments	Column C Cumulative per Audit
Direct Payments to Providers		28,096,949		28,096,949
1000 Certificated Salaries				
2000 Classified Salaries		2,303,113		2,303,113
3000 Employee Benefits		650,958		650,958
4000 Books and Supplies		245,896		245,896
5000 Services and Other Operating Expenses		696,114		696,114
6100/6200 Other Approved Capital Outlay				
6400 New Equipment (program-related)				
6500 Equipment Replacement (program-related)				
Depreciation or Use Allowance				
Indirect Costs (include in Total Administrative Cost)		3,166,550		3,166,550
Total Reimbursable Expenses		**35,159,580**		**35,159,580**
Total Administrative Cost (included in Section 2 above)		3,263,199		3,263,199
Days of Operation		248		248

Approved Indirect Cost Rate: 10.0%

☒ NO SUPPLEMENTAL REVENUE / EXPENSES Check this box and omit page 3.

943

Audit Report Page 57

Contract Number CMAP-5000

Full Name of Contractor Community Action Partnership of Kern

Section 5 - Summary

	Column A1 Cumulative Prior Year AUD 9500AP (Multi-Year Contract Only)	Column A2 Cumulative Current Year CDFS 9500AP	Column B Audit Adjustments	Column C Cumulative per Audit
Restricted Program Income				
Transfer from Reserve (alternative payment only)				
Family Fees Collected for Certified Children		4,485		4,485
Interest Earned on Child Development Apportionment Payments				
Direct Payments to Providers		28,096,949		28,096,949
Total Administrative Cost		3,263,199		3,263,199
Days of Operation		248		248
Total Reimbursable Expenses		35,159,580		35,159,580
Non-Reimbursable (State use only)	N/A	N/A		

Comments:

944

Audit Report Page 58

AUDITED RESERVE ACCOUNT ACTIVITY REPORT

Fiscal Year End	June 30, 2026
Reserve Account Type*	Center-Based
Vendor Code*	Y320

Full Name of Contractor* **Community Action Partnership of Kern**

Section 1 - Prior Year Reserve Account Activity

1. Beginning Balance (2024–25 AUD 9530A Ending Balance)*	476,263
2. Plus Transfers to Reserve Account:	Per 2024–25 Post-Audit CDFS 9530
Contract No.*	
Contract No.	
Contract No.	
Contract No.	
Contract No.	
Contract No.	
Total Transferred from 2024–25 Contracts to Reserve	
3. Less Excess Reserve to be Billed	
4. Ending Balance per 2024–25 Post-Audit CDFS 9530	**476,263**

Section 2 - Current Year (2025–26) Reserve Account Activity

	Column A CDFS 9530A	Column B Audit Adjustments	Column C per Audit
5. Plus Interest Earned This Year on Reserve*:	46		46
6. Less Transfers to Contracts from Reserve:			
Contract No.CCTR-5068	358,561		358,561
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Total Transferred to Contracts from Reserve Account	**358,561**		**358,561**
7. Ending Balance on June 30, 2026	**117,748**		**117,748**

COMMENTS - If necessary, attach additional sheets to explain adjustments.

*Indicates field is required.

Audit Report Page 59

AUDITED RESERVE ACCOUNT ACTIVITY REPORT

Fiscal Year End	June 30, 2026
Reserve Account Type*	Alternative Payment
Vendor Code*	Y320

Full Name of Contractor* **Community Action Partnership of Kern**

Section 1 - Prior Year Reserve Account Activity

1. Beginning Balance (2024–25 AUD 9530A Ending Balance)*	55,265
2. Plus Transfers to Reserve Account:	Per 2024–25 Post-Audit CDFS 9530
Contract No.*	
Contract No.	
Contract No.	
Contract No.	
Contract No.	
Contract No.	
Total Transferred from 2024–25 Contracts to Reserve	
3. Less Excess Reserve to be Billed	
4. Ending Balance per 2024–25 Post-Audit CDFS 9530	**55,265**

Section 2 - Current Year (2025–26) Reserve Account Activity

	Column A CDFS 9530A	Column B Audit Adjustments	Column C per Audit
5. Plus Interest Earned This Year on Reserve*:	11		11
6. Less Transfers to Contracts from Reserve:			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Total Transferred to Contracts from Reserve Account			
7. Ending Balance on June 30, 2026	**55,276**		**55,276**

COMMENTS - If necessary, attach additional sheets to explain adjustments.

*Indicates field is required.

Audit Report Page 60

California Department of Education **Fiscal Year Ending: June 30, 2026**
Audited Preschool Reserve Account Activity Report **Vendor Code: Y320**

Contractor Name: **Community Action Partnership of Kern**

Section 1 – Prior Year Reserve Account Activity

1. Beginning Balance (2024–25 AUD 9530A Ending Balance): 2,642

2. Plus Transfers to Reserve Account:

2024–25 Contract No.	Per 2024–25 Post-Audit EENFS 9530
Total Transferred from 2024–25 Contracts	**0**

3. Less Excess Reserve to be Billed:

4. 2024–25 EENFS 9530 Reserve Balance After Billing: 2,642

Section 2 – Current Year Reserve Account Activity

5. Plus Interest Earned This Year on Reserve:

Description	Column A per CPARIS	Column B Audit Adjustments	Column C Total per Audit
Interest Earned	1		1

6. Less Transfers to Contracts from Reserve:

2025–26 Contract No.	Column A per CPARIS	Column B Audit Adjustments	Column C Total per Audit
			0
			0
			0
Total Transferred to Contracts	**0**	**0**	**0**

7. Ending Balance:

Description	Column A per CPARIS	Column B Audit Adjustments	Column C Total per Audit
Ending Balance on June 30, 2026	2,643	0	2,643

COMMENTS – If necessary, attach additional sheets to explain adjustments.

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2026

SECTION I. SUMMARY OF AUDITOR'S RESULTS

State Awards

Internal control over major programs:
Material weakness(es) identified? ____Yes _X_No
Significant deficiency(ies) identified? ____Yes _X_None reported

Type of auditor's report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?: ___X___Yes ___No

SECTION II. STATE AWARD FINDINGS AND QUESTIONED COSTS

2026-001 **Attendance** – California State Preschool CSPP-5118

Condition: For the fiscal year ended June 30, 2026, two of the fifteen classes tested did not accurately report days of attendance, whereby, for each of the months of November 2025 and April 2026 the Organization misreported one unexcused absence as an excused absence.

Criteria: Chapter 700, Section 730 Early Education Programs, Part J EEP Reporting, of the California Department of Education Audit Guide – July 2026 state the Contractor shall accurately report the days of enrollment, operation, and attendance in the CDNFS forms.

Cause: The error stems from a lack of internal review at the program level and adequate training for new personnel.

Effect: The error resulted in overreporting of one preschool full-time and one preschool part-time days of attendance for a total of two days of attendance. No errors in days of enrollment were noted; as reimbursement is based on days of enrollment, there are no questioned costs.

Failure to report attendance properly may result in a reduction, loss or repayment of funding.

Recommendation: Management should provide additional training related to proper attendance tabulation and reporting at the program level. Additionally, management should review and strengthen their current controls related to internal review over the program to verify that the policies and procedures are adhered to.

Management Views: Management agrees, see Corrective Action Plan.

2026-002 **Financial Reporting** – California State Preschool Program CSPP-5118

Condition: For the fiscal year ended June 30, 2026, the Contractor did not accurately report reimbursable expenses and administrative costs per the underlying accounting records on the fiscal reports. This is a repeat of prior year finding 2025-001.

Criteria: Chapter 700, Section 730 Early Education Programs, Part J EEP Reporting, of the California Department of Education Audit Guide – July 2026 states the Contractor shall appropriately report financial reporting information, including verifying that fiscal reports agree with accounting records.

Cause: The error stems from a lack of timely year end close procedures resulting in correction of variances between final reporting and audited amounts.

Effect: The error resulted in the following:

- Overstatement of total reimbursable expenses as follows:
  - 1000 Certificated salaries of $22,756;
  - 2000 Classified salaries of $51,926;
  - 3000 Employee benefits of $25,603;
  - 4000 Books and supplies of $711;
  - 5000 Services and other operating expenses of $333; and
  - Indirect costs of $10,083
- Overstatement of total administrative costs of $10,083

Failure to report financial information properly may result in a reduction, loss or repayment of funding.

Recommendation: Management should provide additional training related to proper financial tabulation and reporting at the program level. Additionally, management should review and strengthen their current controls related to internal review over the program to verify that the policies and procedures are adhered to.

Management Views: Management agrees, see Corrective Action Plan.

2026-003 Attendance – Child Care and Development CCTR-5068

Condition: For the fiscal year ended June 30, 2026, one of the fifteen classes tested did not accurately report days of attendance, whereby the class reported eight unexcused absences as days of attendance for the month of November 2025. This is a repeat of prior year finding 2025-002.

Criteria: Chapter 500, Section 530 Child Care and Development Programs, Part II CCD Reporting, of the California Department of Social Services Audit Guide – August 2026 states the Contractor shall accurately report the days of enrollment, operation, and attendance in the CDNFS forms.

Cause: The error stems from a lack of internal review at the program level and adequate training for new personnel.

Effect: The error resulted in overreporting of eight toddler full-time days of attendance. No errors in days of enrollment were noted; as reimbursement is based on days of enrollment, there are no questioned costs.

Failure to report attendance properly may result in a reduction, loss or repayment of funding.

Recommendation: Management should provide additional training related to proper attendance tabulation and reporting at the program level. Additionally, management should review and strengthen their current controls related to internal review over the program to verify that the policies and procedures are adhered to.

Management Views: Management agrees, see Corrective Action Plan.

2026-004 Financial Reporting – Migrant Special Contracts CMSS-5004

Condition: For the fiscal year ended June 30, 2026, the Contractor did not accurately report revenue and reimbursable expenses per the underlying accounting records on the fiscal reports.

Criteria: Chapter 500, Section 530 Child Care and Development Programs, Part II CCD Reporting, of the California Department of Social Services Audit Guide – August 2026 states the Contractor shall appropriately report financial reporting information, including verifying that fiscal reports agree with accounting records.

Cause: The error stems from a lack of timely year end close procedures resulting in correction of variances between final reporting and audited amounts.

Effect: The error resulted in the following:

- Understatement of total reimbursable expenses as follows:
    - Indirect costs (include in total administrative costs) of $31; and
    - Total reimbursable expenses of $31
- Understatement of total administrative costs of $1

Failure to report financial information properly may result in a reduction, loss or repayment of funding.

Recommendation: Management should provide additional training related to proper financial tabulation and reporting at the program level. Additionally, management should review and strengthen their current controls related to internal review over the program to verify that the policies and procedures are adhered to.

Management Views: Management agrees, see Corrective Action Plan.

COMMUNITY ACTION PARTNERSHIP OF KERN

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2026

2025-001 For the California State Preschool CSPP-4122 contract, the Contractor did not accurately report exceptional needs/severely disabled service level exception credit revenues, unrestricted income, reimbursable expenses, supplemental revenue and supplemental expenses per the underlying fiscal reports. The finding reoccurred as current year finding 2026-002 due to lack of timely year end close procedures. *Not corrected, similar item noted in the current year. Repeated - see 2026-002.*

2025-002 For the Child Care and Development Program CCTR-4065 contract, one class did not accurately report certified days of attendance related to the month of August 2024. The finding reoccurred as current year finding 2026-001 due to a lack of internal review at the program level and adequate training of new personnel. *Not corrected, similar item noted in the current year. Repeated - see 2026-003.*

2025-003 For the Child Care and Development Program CCTR-4065 contract, the Contractor did not accurately report total unrestricted income – Head Start and reimbursable expenses per the underlying fiscal reports. *Corrective action taken during the year.*

2025-004 For the Child Care and Development Program CCTR-4065 contract, the Contractor did not accurately report the certified enrollment for the category Non-certified Infants One-half-time. *Corrective action taken during the year.*

2025-005 For the Migrant Alternative Payment CMAP-4000 contract, the Contractor did not accurately report unrestricted income – other: donations and reimbursable expenses per the underlying fiscal reports. *Corrective action taken during the year.*

2025-006 For the Migrant Alternative Payment CMAP-4000 contract, the Contractor did not accurately report interest earned on reserves for alternative payment reserves per the underlying fiscal reports. *Corrective action taken during the year*.

CAPK Corrective Action Plan – FYE June 30, 2026

Community Action Partnership of Kern (CAPK) agrees with all four findings and has put corrective action in place for each, as set out below. This plan responds to the Schedule of Findings and Questioned Costs for the year ended June 30, 2026, as required by 2 CFR 200.511(c).

Auditee: Community Action Partnership of Kern, Bakersfield, California
Independent auditor: Daniells Phillips Vaughan & Bock
Audit period: July 1, 2025 – June 30, 2026

Finding 2026-001 – Attendance, California State Preschool Program CSPP-5118

Finding summary: Two of fifteen classes tested misreported one unexcused absence as an excused absence in November 2025 and April 2026, overreporting two days of attendance. No questioned costs.

Management response: Management agrees with the finding.

Corrective action planned: Additional measures were added and will continue to be in place to provide a multi-tiered auditing and monitoring process. The multi-tiered approach includes the Attendance Specialist, Attendance Supervisor, Enrollment and Attendance Manager, Program Design and Management Administrator, and designated Quality Assurance staff. This additional oversight has minimized the potential for future errors, as it addresses both under- and over-reporting.

Refresher training will be provided to staff responsible for attendance documentation and reporting, with specific attention given to the classification of absences. Supervisory and Quality Assurance reviews will also include verification of attendance classifications against supporting documentation as part of the existing monitoring process.

Because the Quality Assurance department is an independent team outside the enrollment and attendance department, its auditing and monitoring confirms, through a quality control lens, that the policies and procedures in place are being followed.

Ongoing training will be provided to all enrollment staff, including but not limited to webinars, conferences, and internal meetings that address any changes to the reporting process from CACFP, the California Department of Education, or the California Department of Social Services.

In addition, the Enrollment and Attendance team has been maintaining Head Start and CDE data in two separate database systems. The department will be converting the data to a single source so that review and analysis is streamlined. This will improve review of absence data.

Contact person responsible: Robert Espinoza, Program Design and Management Administrator
Jerry Meade, Assistant Director of Head Start

Anticipated completion date: January 2027

Finding 2026-002 – Financial Reporting, California State Preschool Program CSPP-5118

Finding summary: Reimbursable expenses and administrative costs on the fiscal reports did not agree with the accounting records, overstating total reimbursable expenses (including indirect costs of $10,083) and total administrative costs by $10,083. Repeat of prior-year finding 2025-001.

Management response: Management agrees with the finding.

Corrective action planned: The current-year error occurred when the staff member responsible for preparing the fiscal reports experienced a significant health emergency during the year-end reporting period. As a result, exceptional needs expenses were reported incorrectly on the final fiscal report.

CAPK previously implemented an additional level of review over fiscal reports prior to submission and certification. Based on the current-year finding, management determined that additional controls are necessary to ensure that year-end fiscal reporting reflects the final accounting records. Management will:

1. Implement a formal year-end reconciliation and reporting process for state-funded programs. The process will include completion of applicable year-end closing entries, reconciliation of reported revenues and expenditures (including exceptional needs expenses) to the final general ledger, investigation and resolution of identified variances, and documented secondary review before final fiscal reports are submitted or certified.
2. Establish a year-end reporting calendar to coordinate the accounting close with applicable state reporting deadlines and reduce the risk that subsequent closing adjustments create differences between fiscal reports and the final accounting records.
3. Cross-train at least one additional Finance staff member on CDE fiscal reporting and document the reporting procedures, so reports can be completed accurately and on time if key staff are unexpectedly unavailable.

Because this is a repeat finding, management will monitor the revised process during the current fiscal year to confirm that the controls have been implemented and are operating effectively.

Contact person responsible: Louis Rodriguez, Finance Administrator
Gabrielle Alexander, Director of Finance
Tracy Webster, Chief Financial Officer

Anticipated completion date: November 2026

Finding 2026-003 – Attendance, Child Care and Development CCTR-5068

Finding summary: One of fifteen classes tested reported eight unexcused absences as days of attendance in November 2025, overreporting eight toddler full-time days of attendance. No questioned costs. Repeat of prior-year finding 2025-002.

Management response: Management agrees with the finding.

Corrective action planned: Additional measures were added and will continue to be in place to provide a multi-tiered auditing and monitoring process for the CCTR program. The multi-tiered approach includes the Attendance Specialist, Attendance Supervisor, Enrollment and Attendance

Manager, Program Design and Management Administrator, and designated Quality Assurance staff. This additional oversight has minimized the potential for future errors, as it addresses both under- and over-reporting, including the recording of unexcused absences.

Refresher training will be provided to staff responsible for attendance documentation and reporting, with specific attention given to the classification of absences. Supervisory and Quality Assurance reviews will also include verification of attendance classifications against supporting documentation as part of the existing monitoring process.

Because the Quality Assurance department is an independent team outside the enrollment and attendance department, its auditing and monitoring confirms, through a quality control lens, that the policies and procedures in place are being followed.

Ongoing training will be provided to all enrollment staff, with emphasis on new personnel, including but not limited to webinars, conferences, and internal meetings that address any changes to the reporting process from CACFP, the California Department of Education, or the California Department of Social Services.

In addition, the Enrollment and Attendance team has been maintaining Head Start and CDSS data in two separate database systems. The department will be converting the data to a single source so that review and analysis is streamlined. This will improve review of absence data.

Contact person responsible: Robert Espinoza, Program Design and Management Administrator
Jerry Meade, Assistant Director of Head Start

Anticipated completion date: January 2027

Finding 2026-004 – Financial Reporting, Migrant Special Contracts CMSS-5004

Finding summary: Revenue and reimbursable expenses on the fiscal reports did not agree with the accounting records, understating indirect costs and total reimbursable expenses by $31 and total administrative costs by $1.

Management response: Management agrees with the finding.

Corrective action planned: The variance resulted from a clerical error in which a number was transposed when the amount was entered into the CDSS reporting system.

CAPK will incorporate the Migrant Special Contracts fiscal report into the enhanced year-end reconciliation and reporting process being implemented for state-funded programs (see Finding 2026-002). Prior to final submission or certification, reported revenues, reimbursable expenditures, administrative costs, and indirect costs will be reconciled to the final general ledger. As part of that review, amounts entered in the CDSS reporting system will be compared to the reconciliation to catch data entry and transposition errors. Any identified differences will be researched and resolved, and the completed reconciliation will be subject to documented secondary review.

These procedures are intended to ensure that state fiscal reports reflect the final underlying accounting records and that year-end adjustments are appropriately incorporated into reported amounts.

Contact person responsible: Louis Rodriguez, Finance Administrator
Gabrielle Alexander, Director of Finance
Tracy Webster, Chief Financial Officer

Anticipated completion date: November 2026

Contact

Questions about this corrective action plan may be directed to:

Tracy Webster, Chief Financial Officer
Community Action Partnership of Kern
(661) 336-5236, ext 1137, twebster@capk.org

Signature:  Date: 11/04/2026

COMMUNITY ACTION PARTNERSHIP OF KERN 401(A) PLAN

FINANCIAL REPORT
February 28, 2026

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

C O N T E N T S

INDEPENDENT AUDITOR'S REPORT	1-3
FINANCIAL STATEMENTS	
Statements of net assets available for benefits	4
Statement of changes in net assets available for benefits	5
Notes to financial statements	6-9
SUPPLEMENTAL SCHEDULE	
Schedule H, Line 4i – Schedule of assets (held at end of year)	10

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT

To the Trustees
Community Action Partnership of Kern 401(a) Plan
Bakersfield, California

Scope and Nature of the ERISA Section 103(a)(3)(C) Audit
We have performed audits of the financial statements of **Community Action Partnership of Kern 401(a) Plan** (the Plan), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (ERISA), as permitted by ERISA Section 103(a)(3)(C) (ERISA Section 103(a)(3)(C) audit). The financial statements comprise the statements of net assets available for benefits as of February 28, 2026 and 2025, the related statement of changes in net assets available for benefits for the year ended February 28, 2026, and the related notes to the financial statements.

Management, having determined it is permissible in the circumstances, has elected to have the audits of the Plan's financial statements performed in accordance with ERISA Section 103(a)(3)(C) pursuant to 29 CFR 2520.103-8 of the Department of Labor's (DOL) Rules and Regulations for Reporting and Disclosure under ERISA. As permitted by ERISA Section 103(a)(3)(C), our audits need not extend to any statements or information related to assets held for investment of the Plan (investment information) by a bank or similar institution or insurance carrier that is regulated, supervised, and subject to periodic examination by a state or federal agency, provided that the statements or information regarding assets so held are prepared and certified to by the bank or similar institution or insurance carrier in accordance with 29 CFR 2520.103-5 of the DOL's Rules and Regulations for Reporting and Disclosure under ERISA (qualified institution).

Management has obtained certifications from a qualified institution as of February 28, 2026 and 2025, and for the year ended February 28, 2026, stating that the certified investment information, as described in Note 3 to the financial statements, is complete and accurate.

Opinion
In our opinion, based on our audits and on the procedures performed as described in the Auditor's Responsibilities for the Audit of the Financial Statements section:

- The amounts and disclosures in the accompanying financial statements, other than those agreed to or derived from the certified investment information, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).
- The information in the accompanying financial statements related to assets held by and certified to by qualified institutions agrees to, or is derived from, in all material respects, the information prepared and certified by institutions that management determined meets the requirements of ERISA Section 103(a)(3)(C).

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax.661.834.4839 – www. dpvb.com

Basis for Opinion
We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Plan and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our ERISA Section 103(a)(3)(C) audit opinion.

Responsibilities of Management for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management's election of the ERISA Section 103(a)(3)(C) audit does not affect management's responsibility for the financial statements.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern within one year after the date the financial statements are issued or available to be issued.

Management is also responsible for maintaining a current plan instrument, including all Plan amendments, administering the Plan, and determining that the Plan's transactions that are presented and disclosed in the financial statements are in conformity with the Plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

Auditor's Responsibilities for the Audit of the Financial Statements
Except as described in the Scope and Nature of the ERISA Section 103(a)(3)(C) Audit section of our report, our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for a reasonable period of time.

Our audits did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with the related information presented and disclosed in the financial statements, and reading the disclosures relating to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of U.S. GAAP.

Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with U.S. GAAP.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matter - Supplemental Schedule Required by ERISA

The supplemental schedule H, line 4i – schedule of assets (held at end of year) as of February 28, 2026 is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the DOL's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information included in the supplemental schedule, other than that agreed to or derived from the certified investment information, has been subjected to auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. For information included in the supplemental schedule that is agreed to or is derived from the certified investment information, we compared such information to the related certified investment information.

In forming our opinion on the supplemental schedule, we evaluated whether the supplemental schedule, other than the information agreed to or derived from the certified investment information, including its form and content, is presented in conformity with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion:

- The form and content of the supplemental schedule, other than the information in the supplemental schedule that is agreed to or is derived from the certified investment information, is presented, in all material respects, in conformity with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA.
- The information in the supplemental schedule related to assets held by and certified to by qualified institutions agrees to, or is derived from, in all material respects, the information prepared and certified by institutions that management determined meets the requirements of ERISA Section 103(a)(3)(C).

Daniells Phillips Vaughan & Bock

Bakersfield, California
September 21, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN 401(A) PLAN

STATEMENTS OF NET ASSETS AVAILABLE FOR BENEFITS
February 28, 2026 and 2025

	2026	2025
ASSETS		
Investments at fair value (Notes 3 and 4) -		
Net assets available for benefits	**$ 36,061,047**	$ 29,183,758

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN 401(A) PLAN

STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS
Year Ended February 28, 2026

Additions:	
Investment income (Note 3):	
Net appreciation in fair value of investments	$ 3,543,765
Interest and dividends	1,946,202
	5,489,967
Employer contributions	2,806,110
Total	8,296,077
Deductions:	
Benefits paid to participants	1,275,918
Administrative expenses	142,870
Total	1,418,788
Net increase	6,877,289
Net assets available for benefits:	
Beginning of year	29,183,758
End of year	$ 36,061,047

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN 401(A) PLAN

NOTES TO FINANCIAL STATEMENTS

Note 1. Plan Description

The following description of the **Community Action Partnership of Kern 401(a) Plan** (the Plan) provides only general information. Participants should refer to the Plan agreement for a more complete description of the Plan's provisions.

General: The Plan is a defined contribution retirement plan covering all employees of Community Action Partnership of Kern (the Organization) who are at least 18 years of age. The Plan is subject to the provisions of the Employee Retirement Income Security Act of 1974 (ERISA). The Trustee is responsible for oversight of the Plan. The Plan's Pension Committee determines the appropriateness of the Plan's investment offerings, monitors investment performance and reports to the Plan's Trustee.

Contributions: The Plan's provisions stipulate that the Organization will contribute as follows:

- Group "A" – 10% of the Participant's Compensation for that Plan Year. Group "A" is defined as "Chief Executive Officer."
- Group "B" – 7.5% of the Participant's Compensation for that Plan Year. Group "B" is defined as "Chief Officers and Division Directors".
- Group "C" – 5% of the Participant's Compensation for that Plan Year. Group "C" is defined as "all other Employees who are not in Group A or Group B".

Participants direct the investment of the Organization's contribution into various investment options offered by the Plan.

Participants' Accounts: Each participant's account is credited with an allocation of (a) the Organization's contribution and (b) Plan earnings. Allocations are based on participants' earnings, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account. Any contributions made on behalf of a participant, for whom no investment direction is in effect, shall be allocated to a retirement fund appropriate to his or her age at the time of allocation.

Vesting: Participants' accounts become 25% vested after two years of credited service as defined and continues to vest at the rate of 25% for each successive year of service until 100% vested after five years of credited service.

Payment of Benefits: Upon termination of service, retirement, or death, a participant may elect to receive a lump-sum payment or to have that amount rolled over into another individual retirement account (IRA) of the participant's choosing. For distributions of $5,000 or less, the Plan Administrator may distribute the amount within one year without the participant's consent. If the vested benefit exceeds $5,000, the participant will be entitled to a distribution in a reasonable time after termination.

Forfeited Accounts: As of February 28, 2026 and 2025, forfeitures were $147,628 and $181,217, respectively. These accounts will be used to reduce future employer contributions. During the year ended February 28, 2026 forfeitures of $184,561 were used to reduce employer contributions and were allocated among the participants who were employees on the last day of the Plan year.

Note 2. Significant Accounting Policies

Basis of Accounting: The financial statements of the Plan are prepared on the accrual basis of accounting.

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and changes therein. Actual results could differ from those estimates.

NOTES TO FINANCIAL STATEMENTS

Investment Valuation and Income Recognition: Investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Plan's Pension Committee determines the Plan's valuation policies utilizing information provided by the investment advisors, trustee, and insurance company. See Note 4 for discussion of fair value measurements.

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis. Dividends are recorded on the ex-dividend rate. Net appreciation includes the Plan's gains and losses on investments bought and sold as well as held during the year.

Contributions: Contributions from the Organization are recorded in the year in which participant compensation is earned.

Payment of Benefits: Benefits are recorded when paid.

Administrative Expenses: Certain expenses of maintaining the Plan are paid by the Plan, unless otherwise paid by the Organization. Expenses that are paid by the Organization are excluded from these financial statements. Investment related expenses are included in the net (depreciation) of fair value of investments.

Subsequent Events: The Plan Administrator has evaluated subsequent events through September 21, 2026, the date on which the financial statements were available to be issued. No events were identified which would require disclosure in the financial statements.

Note 3. Certified Investments

Certain information in the accompanying financial statements and ERISA-required supplemental schedule related to investments held as of February 28, 2026 and 2025, and net appreciation in fair value of investments and interest and dividends for the year ended February 28, 2026, was obtained by management and agreed to or derived from information certified as complete and accurate by Nationwide Trust Company, FSB, a qualified institution.

Note 4. Fair Value Measurements

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy under ASC 820 are described below:

Level 1 — Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 — Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 — Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

NOTES TO FINANCIAL STATEMENTS

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at February 28, 2026 or 2025.

Mutual funds: Valued at the daily closing price as reported by the fund. Mutual funds held by the Plan are open-end mutual funds that are registered with the Securities and Exchange Commission (SEC). These funds are required to publish their daily net asset value (NAV) and to transact at that price. The mutual funds held by the Plan are deemed to be actively traded. See Note 8 regarding potential volatility of mutual fund valuation.

Group annuity contract: Valued at contributions made, less withdrawals and administrative expenses, plus interest credited. Net deposits invested become part of Nationwide Trust Company general account with no particular segregated or identifiable assets.

The following table sets forth by level, within the fair value hierarchy, the Plan's assets at fair value as of February 28, 2026 and 2025:

	Assets at Fair Value as of February 28, 2026			
	Level 1	Level 2	Level 3	Total
Mutual funds -				
Total assets in fair value hierarchy	$ 34,856,506	$ -	$ -	$ 34,856,506
Investments measured at NAV (a)				
Group Annuity Contract				1,204,541
Investments at fair value				$ 36,061,047

	Assets at Fair Value as of February 28, 2025			
	Level 1	Level 2	Level 3	Total
Mutual funds -				
Total assets in fair value hierarchy	$ 28,046,478	$ -	$ -	$ 28,046,478
Investments measured at NAV (a)				
Group Annuity Contract				1,137,280
Investments at fair value				$ 29,183,758

(a) In accordance with Accounting Standards Update (ASU) Subtopic 820-10, certain investments that were measured at NAV per share (or its equivalent) have not been classified in the fair value hierarchy. The fair value amounts presented in this table are intended to permit reconciliation of the fair value hierarchy to the line items presented in the Statements of Net Assets Available for Benefits.

NOTES TO FINANCIAL STATEMENTS

Note 5. Related-Party Transactions and Party in Interest Transactions

Certain Plan investments are managed by Nationwide Trust Company, FSB (Nationwide). Nationwide is the custodian and recordkeeper for the Plan and, therefore, these transactions qualify as party in interest transactions. Fees incurred by the Plan for the investment management services are offset against net appreciation in fair value of the investment, as they are paid through revenue sharing, rather than direct payments.

Note 6. Plan Termination

Although it has not expressed any intent to do so, the Organization has the right under the Plan to discontinue its contributions at any time and to terminate the Plan subject to the provisions of ERISA. In the event of Plan termination, participants would become 100 percent vested in their employer contributions.

Note 7. Tax Status

Effective May 29, 2024, the Plan adopted a non-standardized pre-approved form of a volume submitter plan sponsored by Nationwide Financial Services, Inc. The volume submitter plan has received an opinion letter from the Internal Revenue Service (IRS) as to the volume submitter plan's qualified status. The volume submitter plan opinion letter has been relied upon by the Plan. The Plan Administrator believes the Plan is designed and is being operated in compliance with the applicable provisions of the Internal Revenue Code.

Accounting principles generally accepted in the United States of America require plan management to evaluate tax positions taken by the Plan and recognize a tax liability if the Plan has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The Plan is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

Note 8. Risks and Uncertainties

The Plan invests in various investment securities. Investment securities are exposed to various risks, such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' account balances and the amounts reported in the statements of net assets available for benefits.

SUPPLEMENTAL SCHEDULE

COMMUNITY ACTION PARTNERSHIP OF KERN 401(A) PLAN

SCHEDULE H, LINE 4i - SCHEDULE OF ASSETS (HELD AT END OF YEAR)
February 28, 2026

Identity of Issuer, Borrower, Lessor, or Similar Party	Description of Investment, Including Maturity Date, Rate of Interest, Collateral, Par or Maturity Value	Current Value
Mutual Funds:		
American Funds	2020 Target Date Retirement Fund Class R6	$ 1,515,688
American Funds	2025 Target Date Retirement Fund Class R6	2,369,398
American Funds	2030 Target Date Retirement Fund Class R6	3,222,047
American Funds	2035 Target Date Retirement Fund Class R6	3,908,675
American Funds	2040 Target Date Retirement Fund Class R6	3,946,374
American Funds	2045 Target Date Retirement Fund Class R6	5,418,151
American Funds	2050 Target Date Retirement Fund Class R6	2,907,628
American Funds	2055 Target Date Retirement Fund Class R6	1,637,626
American Funds	2060 Target Date Retirement Fund Class R6	1,937,359
American Funds	2065 Target Date Retirement Fund Class R6	134,020
American Funds	New World Fund Class R6	419,168
Avantis	International Equity Fund Institutional	42,164
Cohen & Steers	Institutional Realty Shares	13,727
DFA	US Small Cap Value Portfolio Institutional	244,416
iShares	S&P 500 Index Fund Class K	841,752
JPMorgan	Large Cap Growth Fund Class R6	430,786
MFS	Mid Cap Value Fund Class R6	33,392
Putnam	Dynamic Asset Allocation Balanced Fund Class Y	1,213,374
Putnam	Dynamic Asset Allocation Growth Fund Class Y	806,286
Putnam	Dynamic Asset Allocation Conservative Fund Class Y	547,206
Putnam	Large Cap Value Fund Class R6	1,595,429
Vanguard	Explorer Fund Admiral Shares	176,867
Vanguard	Mid Cap Index Fund Admiral Shares	97,111
Vanguard	Treasury Money Market Investment Fund	144,353
Vanguard	Total Bond Market Index Fund Admiral Shares	521,326
Virtus	KAR Mid-Cap Core Fund Class R6	732,183
Group Annuity Contract:		
* Nationwide Trust Company	True Flex Fund	1,204,541
Total assets held for investment purposes		$ 36,061,047

* Represents a party in interest

COMMUNITY ACTION PARTNERSHIP OF KERN 403(B) PLAN

FINANCIAL REPORT
December 31, 2025

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

CONTENTS

INDEPENDENT AUDITOR'S REPORT	1-3
FINANCIAL STATEMENTS	
Statements of net assets available for benefits	4
Statement of changes in net assets available for benefits	5
Notes to financial statements	6-10
SUPPLEMENTAL SCHEDULE	
Schedule H, Line 4i - Schedule of assets (held at end of year)	11

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT

To the Trustees
Community Action Partnership of Kern 403(b) Plan
Bakersfield, California

Scope and Nature of the ERISA Section 103(a)(3)(C) Audit
We have performed audits of the financial statements of **Community Action Partnership of Kern 403(b) Plan** (the Plan), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (ERISA), as permitted by ERISA Section 103(a)(3)(C) (ERISA Section 103(a)(3)(C) audit). The financial statements comprise the statements of net assets available for benefits as of December 31, 2025 and 2024, and the related statement of changes in net assets available for benefits for the year ended December 31, 2025, and the related notes to the financial statements.

Management, having determined it is permissible in the circumstances, has elected to have the audits of the Plan's financial statements performed in accordance with ERISA Section 103(a)(3)(C) pursuant to 29 CFR 2520.103-8 of the Department of Labor's (DOL) Rules and Regulations for Reporting and Disclosure under ERISA. As permitted by ERISA Section 103(a)(3)(C), our audits need not extend to any statements or information related to assets held for investment of the Plan (investment information) by a bank or similar institution or insurance carrier that is regulated, supervised, and subject to periodic examination by a state or federal agency, provided that the statements or information regarding assets so held are prepared and certified to by the bank or similar institution or insurance carrier in accordance with 29 CFR 2520.103-5 of the DOL's Rules and Regulations for Reporting and Disclosure under ERISA (qualified institution).

Management has obtained certifications from a qualified institution for the years ended December 31, 2025 and 2024, stating that the certified investment information, as described in Note 3 to the financial statements, is complete and accurate.

Opinion
In our opinion, based on our audits and on the procedures performed as described in the Auditor's Responsibilities for the Audit of the Financial Statements section:

- The amounts and disclosures in the accompanying financial statements, other than those agreed to or derived from the certified investment information, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).
- The information in the accompanying financial statements related to assets held by and certified to by qualified institutions agrees to, or is derived from, in all material respects, the information prepared and certified by institutions that management determined meets the requirements of ERISA Section 103(a)(3)(C).

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax. 661.834.4839 – www. dpvb.com

Basis for Opinion
We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Plan and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our ERISA Section 103(a)(3)(C) audit opinion.

Responsibilities of Management for the Financial Statements
Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management's election of the ERISA Section 103(a)(3)(C) audit does not affect management's responsibility for the financial statements.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern within one year after the date the financial statements are issued or available to be issued.

Management is also responsible for maintaining a current plan instrument, including all Plan amendments, administering the Plan, and determining that the Plan's transactions that are presented and disclosed in the financial statements are in conformity with the Plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

Auditor's Responsibilities for the Audit of the Financial Statements
Except as described in the Scope and Nature of the ERISA Section 103(a)(3)(C) Audit section of our report, our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for a reasonable period of time.

Our audits did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with the related information presented and disclosed in the financial statements, and reading the disclosures relating to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of U.S. GAAP.

Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with U.S. GAAP.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matter - Supplemental Schedule Required by ERISA

The supplemental schedule H, line 4i – schedule of assets (held at end of year) as of December 31, 2025 is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the DOL's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information included in the supplemental schedule, other than that agreed to or derived from the certified investment information, has been subjected to auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. For information included in the supplemental schedule that is agreed to or is derived from the certified investment information, we compared such information to the related certified investment information.

In forming our opinion on the supplemental schedule, we evaluated whether the supplemental schedule, other than the information agreed to or derived from the certified investment information, including their form and content, is presented in conformity with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion

- The form and content of the supplemental schedule, other than the information in the supplemental schedule that is agreed to or is derived from the certified investment information, is presented, in all material respects, in conformity with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA.
- The information in the supplemental schedule related to assets held by and certified to by qualified institutions agrees to, or is derived from, in all material respects, the information prepared and certified by institutions that management determined meets the requirements of ERISA Section 103(a)(3)(C).

Daniells Phillips Vaughan & Bock

Bakersfield, California
September 21, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN 403(B) PLAN

STATEMENTS OF NET ASSETS AVAILABLE FOR BENEFITS
December 31, 2025 and 2024

	2025	2024
ASSETS		
Cash	**$ -**	$ 15,987
Investments at fair value (Notes 3 and 4)	**13,670,908**	11,239,027
Notes receivable from participants	**188,260**	79,376
Net assets available for benefits	**$ 13,859,168**	$ 11,334,390

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN 403(B) PLAN

STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS
Year Ended December 31, 2025

Additions:	
Investment income (Note 3):	
Net appreciation in fair value of investments	$ 1,221,115
Interest and dividends	783,841
	2,004,956
Interest income on notes receivable from participants	8,488
Contributions:	
Participants	1,661,882
Rollovers	35,466
	1,697,348
Total additions	3,710,792
Deductions:	
Benefits paid to participants	1,123,897
Administrative expenses	62,117
Total deductions	1,186,014
Net increase	2,524,778
Net assets available for benefits:	
Beginning of year	11,334,390
End of year	$ 13,859,168

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN 403(B) PLAN

NOTES TO FINANCIAL STATEMENTS

Note 1. Plan Description

The following description of the **Community Action Partnership of Kern 403(b) Plan** (the Plan) provides only general information. Participants should refer to the Plan agreement for a more complete description of the Plan's provisions.

General: The Plan is a tax deferred annuity plan under Section 403(b) of the Internal Revenue Code (IRC), effective January 27, 2010. The Plan's restated effective date is February 1, 2018. The Plan is subject to the provisions of the Employee Retirement Income Security Act (ERISA). The Trustee is responsible for oversight of the Plan. The Plan's Pension Committee determine the appropriateness of the Plan's investment offerings, monitor investment performance and report to the Plan's Trustee.

Eligibility: Eligible employees of Community Action Partnership of Kern (the Organization) are automatically enrolled in the Plan and participate for the purposes of making elective deferrals upon his or her employment commencement date. The employment commencement date is the entry date.

Contributions: Each year, participants may contribute a specific percentage amount of pretax annual compensation, as defined in the Plan. Participants who have attained age 50 before the end of the Plan year are eligible to make catch-up contributions. Participants may also contribute amounts representing distributions from other qualified defined benefit or defined contribution plans (rollover). Participants direct the investment of their contributions into various investment options offered by the Plan.

The Plan is an automatic deferral plan, whereby the amount to be automatically withheld from eligible employee pay each pay period will be equal to 3% of the employees' compensation, and that amount will continue to be automatically withheld from the employees' pay in succeeding Plan Years unless the employer amends the Plan or the employee enters a Salary Reduction Agreement to select an alternative deferral amount or to elect not to defer under the Plan.

Employer contributions are required under certain circumstances.

Participant Accounts: Each participant's account is credited with the participant's contribution, as well as allocations of the Plan earnings or losses. Participant accounts are charged with an allocation of administrative expenses that are paid by the Plan. Allocations are based on participant earnings, account balances, or specific participant transactions, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account.

Vesting: Participants are immediately vested in their salary elective deferral contributions plus actual earnings thereon.

Notes Receivable from Participants: Participants may borrow from their fund accounts a minimum of $1,000 up to a maximum equal to the lesser of $50,000 or 50% of their vested account balance. The loans are secured by the balance in the participant's account. The loans bear interest at the prime rate plus 2 percentage points. The loans bear interest at rates ranging from 10.03% to 10.78%. Principal and interest is paid through bi-weekly payroll deductions.

Payment of Benefits: Upon termination of service, retirement, or death, a participant may elect to receive lump-sum payment or to have that amount rolled over into another individual retirement account (IRA) of the participant's choosing. For distributions of $5,000 or less, the Plan Administrator may distribute the amount within one year without the participant's consent. If vested benefit exceeds $5,000, then the participant will be entitled to a distribution in a reasonable time after termination.

NOTES TO FINANCIAL STATEMENTS

Note 2. Significant Accounting Policies

Basis of Accounting: The financial statements of the Plan are prepared using the accrual basis of accounting.

Use of Estimates: The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of net assets available for benefits and changes therein. Actual results could differ from those estimates.

Investment Valuation and Income Recognition: Investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Plan's Pension Committee determines the Plan's valuation policies utilizing information provided by the investment advisers, trustee, and insurance company. See Note 4 for discussion of fair value measurements.

Purchases and sales of securities are recorded on a settlement-date basis. Interest income is recorded on the accrual basis. Dividends are recorded on the ex-dividend date. Net appreciation includes the Plan's gains and losses on investments bought and sold as well as held during the year.

Contributions: Contributions from Plan participants are recorded in the year in which the employee contributions are withheld from compensation.

Notes Receivable from Participants: Notes receivable from participants are measured at their unpaid principal balance plus any accrued but unpaid interest. Interest income is recorded on the accrual basis. Related fees are recorded as administrative expenses and are expensed when they are incurred.

Payment of Benefits: Benefits are recorded when paid.

Administrative Expenses: Certain expenses of maintaining the Plan are paid by the Plan, unless otherwise paid by the Organization. Expenses that are paid by the Organization are excluded from these financial statements. Investment related expenses are included in net appreciation in fair value of investments.

Subsequent Events: The Plan Administrator has evaluated subsequent events through September 21, 2026, the date the financial statements were available to be issued. No events were identified which would require disclosure in the financial statements.

Note 3. Certified Investments

Certain information in the accompanying financial statements and ERISA required supplemental schedule related to certain investments held as of December 31, 2025 and 2024 totaling $13,670,908 and $11,239,027, respectively, and net appreciation in fair value of investments, and interest and dividends for the year ended December 31, 2025 totaling $2,004,956, was obtained by management and agreed to or derived from information certified as complete and accurate by Nationwide Trust Company, FSB, a qualified institution.

Notes receivable from participants as of December 31, 2025 and 2024 and related interest income on notes receivable from participants for the year ended December 31, 2025 are not certified.

NOTES TO FINANCIAL STATEMENTS

Note 4. Fair Value Measurements

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy under ASC 820 are described below:

Level 1 — Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 — Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 — Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at December 31, 2025 or 2024.

Mutual funds: Valued at the daily closing price as reported by the fund. Mutual funds held by the Plan are open-end mutual funds that are registered with the Securities and Exchange Commission (SEC). These funds are required to publish their daily net asset value (NAV) and to transact at that price. The mutual funds held by the Plan are deemed to be actively traded. See Note 8 regarding potential volatility of mutual fund valuation.

Group annuity contract: Valued at contributions made, less withdrawals and administrative expenses, plus interest credited. Net deposits invested become part of Nationwide Trust Company general account with no particular segregated or identifiable assets.

The following tables sets forth by level, within the fair value hierarchy, the Plan's assets at fair value as of December 31, 2025 and 2024:

	Assets at Fair Value as of December 31, 2025			
	Level 1	Level 2	Level 3	Total
Mutual funds -				
Total assets in fair value hierarchy	$ 13,286,107	$ -	$ -	$ 13,286,107
Investments measured at NAV (a)				
Group Annuity Contract				384,801
Investments at fair value				$ 13,670,908

	Assets at Fair Value as of December 31, 2024			
	Level 1	Level 2	Level 3	Total
Mutual funds -				
Total assets in fair value hierarchy	$ 10,862,577	$ -	$ -	$ 10,862,577
Investments measured at NAV (a)				
Group Annuity Contract				376,450
Investments at fair value				$ 11,239,027

(a) In accordance with Accounting Standard Update (ASU) Subtopic 820-10, certain investments that were measured at NAV per share (or its equivalent) have not been classified in the fair value hierarchy. The fair value amounts presented in this table are intended to permit reconciliation of the fair value hierarchy to the line items presented in the Statements of Net Assets Available for Benefits.

Note 5. Related-Party Transactions and Party in Interest Transactions

Certain Plan investments are managed by Nationwide Trust Company, FSB (Nationwide). Nationwide is the custodian and recordkeeper for the Plan and, therefore, these transactions qualify as party in interest transactions. Fees incurred by the Plan for the investment management services are offset against net appreciation in fair value of the investment, as they are paid through revenue sharing, rather than direct payments.

Note 6. Plan Termination

Although it has not expressed any intent to do so, the Plan Administrator has the right under the Plan to terminate the Plan subject to the provisions of ERISA. However, no such action may deprive any participant or beneficiary under the Plan of any vested right.

Note 7. Tax Status

The Company has adopted a pre-approved plan document that has received an opinion letter from the Internal Revenue Service dated May 29, 2024, stating that the form of the pre-approved plan document was in compliance with applicable requirements of the Internal Revenue Code (IRC). The plan administrator believes that the Plan is designed, and is currently being operated, in compliance with the applicable requirements of the IRC, and, therefore, believes that the Plan is qualified.

Accounting principles generally accepted in the United States of America require plan management to evaluate tax positions taken by the Plan and recognize a tax liability if the Plan has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The Plan is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

NOTES TO FINANCIAL STATEMENTS

Note 8. Risks and Uncertainties

The Plan invests in various investment securities. Investment securities are exposed to various risks, such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' account balances and the amounts reported in the statements of net assets available for benefits.

SUPPLEMENTAL SCHEDULE

COMMUNITY ACTION PARTNERSHIP OF KERN 403(B) PLAN

SCHEDULE H, LINE 4i - SCHEDULE OF ASSETS (HELD AT END OF YEAR)
December 31, 2025

Identity of Issuer, Borrower, Lessor, or Similar Party	Description of Investment including Maturity Date, Rates of Interest, Collateral, Par or Maturity Value	Fair Value
Mutual Funds:		
American Funds	2020 Target Date Retirement Fund Class R6	$ 1,017,613
American Funds	2025 Target Date Retirement Fund Class R6	997,801
American Funds	2030 Target Date Retirement Fund Class R6	1,548,555
American Funds	2035 Target Date Retirement Fund Class R6	1,414,667
American Funds	2040 Target Date Retirement Fund Class R6	1,289,811
American Funds	2045 Target Date Retirement Fund Class R6	1,937,731
American Funds	2050 Target Date Retirement Fund Class R6	1,508,041
American Funds	2055 Target Date Retirement Fund Class R6	702,631
American Funds	2060 Target Date Retirement Fund Class R6	935,932
American Funds	2065 Target Date Retirement Fund Class R6	62,019
American Funds	New World Fund Class R6	69,995
Avantis	International Equity Fund Institutional	50,209
Cohen & Steers	Institutional Realty Shares	8,740
DFA	US Small Cap Value Portfolio Institutional	45,404
iShares	S&P 500 Index Fund Class K	524,726
JPMorgan	Large Cap Growth Fund Class R6	322,514
MFS	Mid Cap Value Fund Class R6	26,816
Putnam	Dynamic Asset Allocation Balanced Fund Class Y	125,964
Putnam	Dynamic Asset Allocation Growth Fund Class Y	147,692
Putnam	Dynamic Asset Allocation Conservative Fund Class Y	66,613
Putnam	Large Cap Value Fund Class R6	141,471
Vanguard	Explorer Fund Admiral Shares	32,519
Vanguard	Mid Cap Index Fund Admiral Shares	71,226
Vanguard	Total Bond Market Index Fund Admiral Shares	133,748
Vanguard	Treasury Money Market Investment	36
Virtus	KAR Mid-Cap Core Fund Class R6	103,633
Group Annuity Contract:		
* Nationwide Trust Company	True Flex Fund	384,801
* Participant Loans	(Interest rate ranging from 10.03% - 10.78%, maturity of 1-4 years)	188,260
Total assets held for investment purposes		$ 13,859,168

* Represents a party in interest

COMMUNITY ACTION PARTNERSHIP OF KERN

ADULT REENTRY GRANT (ARG) PROGRAM

September 30, 2026

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

C O N T E N T S

INDEPENDENT AUDITOR'S REPORT	1-2
FINANCIAL STATEMENT	
Schedule of Expenditures of State of California, Board of State and Community Corrections Award	3
OTHER INDEPENDENT AUDITOR'S REPORTS	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Requirements Applicable to the State of California, Board of State and Community Corrections Adult Reentry Grant Program Performed in Accordance with *Government Auditing Standards*	4-5
Independent Auditor's Report on Compliance for the State of California, Board of State and Community Corrections Adult Reentry Grant Program and Report on Internal Control Over Compliance When Using the Program Specific Audit Option to Satisfy the Uniform Guidance Audit Requirements	6-8
FINDINGS AND RECOMMENDATIONS SECTION	
Schedule of findings and questioned costs	9
Summary schedule of prior audit findings	10

DANIELLS PHILLIPS VAUGHAN & BOCK
CPAs and Advisors

Member of AICPA Division for Firms
Private Companies Practice Section

SHANNON M. WEBSTER

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on Schedule of Expenditures of the State of California, Board of State and Community Corrections Award

Opinion

We have audited the accompanying schedule of expenditures of State of California, Board of State and Community Corrections Award (the Schedule) for the Adult Reentry Grant (ARG) Program of **Community Action Partnership of Kern** (the Organization) for the period October 1, 2022 through June 30, 2026, and the related notes.

In our opinion, the accompanying schedule of expenditures of State of California, Board of State and Community Corrections Award presents fairly, in all material respects, the expenditures of the ARG Program of **Community Action Partnership of Kern** for the period October 1, 2022 through September 30, 2026 in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of the Schedule section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Schedule

Management is responsible for the preparation and fair presentation of the Schedule in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the Schedule that is free from material misstatement, whether due to fraud or error.

300 New Stine Road – Bakersfield, CA 93309 – Tel. 661.834.7411 – Fax. 661.834.4839 – www. dpvb.com

Auditor's Responsibilities for the Schedule

Our objectives are to obtain reasonable assurance about whether the Schedule as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the Schedule.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the Schedule, whether due to fraud, or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the Schedule.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the Schedule.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 19, 2026 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 19, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF EXPENDITURES OF STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS AWARD
For the Period October 1, 2022 through September 30, 2026

Program Title	Amount
State of California, Board of State and Community Corrections	
Adult Reentry Grant Program	$ 749,995

Note 1. Basis of Presentation

The accompanying Schedule of Expenditures of the State of California, Board of State and Community Corrections Award includes the Adult Reentry Grant (ARG) Program grant activity of **Community Action Partnership of Kern** for the period October 1, 2022 through September 30, 2026. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the Schedule presents only a selected portion of the operations of the **Community Action Partnership of Kern**, it is not intended to and does not present the financial position, changes in net assets, or cash flows of **Community Action Partnership of Kern**.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3. Indirect Cost Rate

Community Action Partnership of Kern has used a 10 percent indirect cost rate on modified total direct cost as allowed under the State of California, Board of State and Community Corrections ARG Program.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF REQUIREMENTS APPLICABLE TO THE STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS ADULT REENTRY GRANT PROGRAM PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the accompanying schedule of expenditures of the State of California, Board of State and Community Corrections Award (the Schedule) for the Adult Reentry Grant (ARG) Program of **Community Action Partnership of Kern** (the Organization) for the period October 1, 2022 through September 30, 2026, and have issued our report thereon dated October 19, 2026.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the Schedule, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the Schedule, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's Schedule is free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the Schedule. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 19, 2026

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR THE STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS ADULT REENTRY GRANT PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE WHEN USING THE PROGRAM-SPECIFIC AUDIT OPTION TO SATISFY THE UNIFORM GUIDANCE AUDIT REQUIREMENTS

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on Compliance for the State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program

Opinion on Compliance for the State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program

We have audited **Community Action Partnership of Kern**'s (the Organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the State of California, Board of State and Community Corrections Award for the Adult Reentry Grant (ARG) Program for the period October 1, 2022 through September 30, 2026.

In our opinion, the Organization complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program for the period October 1, 2022 through September 30, 2026.

Basis for Opinion on State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of the ARG program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.

- identify and assess the risks of material noncompliance whether due to fraud or error and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of the ARG program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of the ARG program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the ARG program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 19, 2026

COMMUNITY ACTION PARTNERSHIP OF KERN

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
PERIOD OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2026

I. SUMMARY OF AUDITOR'S RESULTS

State of California, Board of State and Community Corrections Award for the Adult Reentry Grant Program

Internal control over major program:		
Material weakness(es) identified?	_____Yes	___X___No
Significant deficienc(ies) identified?	_____Yes	___X___None Reported
Noncompliance material to schedule noted?	_____Yes	___X___No
Type of auditor's report issued on compliance for the program:	Unmodified	
Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516(a)?	_____Yes	___X___No

II. STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS ADULT REENTRY GRANT PROGRAM FINDINGS AND QUESTIONED COSTS

None

COMMUNITY ACTION PARTNERSHIP OF KERN

SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
PERIOD OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2026

N/A – The State of California, Board of State and Community Corrections Adult Reentry Grant Program has not previously been audited.

Audit Committee
Community Action Partnership of Kern
Bakersfield, California

Attention: Curtis Floyd, Audit Committee Chair

We have audited the financial statements of **Community Action Partnership of Kern** (the Organization) for the year ended February 28, 2026 and we will issue our report thereon dated October 26, 2026. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, Government Auditing Standards and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 15, 2026. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by **Community Action Partnership of Kern** are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended February 28, 2026. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Area	Accounting Policy	Estimation Policy	Comments
Functional expenses	Management recognizes expenses on a functional basis.	Management estimates allocation of certain expenses by function based on time, effort, or square footage.	In accordance with generally accepted accounting principles in the United States of America

We evaluated the methods, assumptions, and date used to develop the functional expense in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The Organization's acquisition of the California Veterans Assistance Foundation (CVAF) in Note 18 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The misstatements detected as a result of audit procedures and corrected by management are included as Exhibit A. Additionally, there were no uncorrected misstatements other than those that are clearly trivial to the financial statements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter attached as Exhibit B.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Audit Committee, Board of Directors and management of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.

Daniells Phillips Vaughan & Bock

Bakersfield, California
October 29, 2026

Exhibit A
Adjusting Journal Entries

Client: COMMUNITY ACTION PARTNERSHIP OF KERN
Report: Adjusting Journal Entries

Account	Description	Workpaper Reference	Debit	Credit	Net Income Effect
AJE 01		**8010.01**			
Per client - GJ-6263 AJE 1 - to reclass WIP to improvements - 18th St. cabinets.					
1520-800000-1000-100-100-100	Improvements		112,811.00	0.00	
1505-800000-1000-100-100-100	Work in Process		0.00	112,811.00	
Total			**112,811.00**	**112,811.00**	**0.00**
AJE 02		**8010.02**			
Per client - GJ-6265 AJE 2- Reversed - GJ-6144 to adjusting entry to correct overpayment received from HS 157025.					
5105-157024-0000-000-000-000	Salaries		0.00	28,358.00	
5120-157024-0000-000-000-000	Certificated Salaries - Supervisor/Administrator		0.00	405.00	
5130-157024-0000-000-000-000	Classified Salaries - Supervisor/Administrator		0.00	3,627.00	
5140-157024-0000-000-000-000	Classified Salaries - Clerical/Technica		0.00	2,083.00	
5205-157024-0000-000-000-000	FICA/FICA-MED Expense		0.00	2,557.00	
5210-157024-0000-000-000-000	SUI Expense		0.00	107.00	
5215-157024-0000-000-000-000	Workman's Compensation		0.00	531.00	
5220-157024-0000-000-000-000	Health Insurance		0.00	432.00	
5225-157024-0000-000-000-000	Dental Insurance		0.00	36.00	
5230-157024-0000-000-000-000	Life Insurance		0.00	13.00	
5235-157024-0000-000-000-000	Long Term Disability Insurance		0.00	20.00	
5240-157024-0000-000-000-000	Retirement (Pension)		0.00	886.00	
6105-157024-0000-000-000-000	Local Travel - Staff		4.00	0.00	
6210-157024-0000-000-000-000	Repair/Maintenance/Incidental Alterations		43.00	0.00	
6230-157024-0000-000-000-000	Security/Alarm		0.00	1.00	
6235-157024-0000-000-000-000	Utilities		163.00	0.00	
6305-157024-0000-000-000-000	Supplies		0.00	1.00	
6405-157024-0000-000-000-000	Equipment Purchase		14,569.00	0.00	
6640-157024-0000-000-000-000	First Aid		0.00	1.00	
7910-157024-0000-000-000-000	Facility Use		0.00	27.00	
9999-157024-1001-101-160-706	Indirect Expense		0.00	3,906.00	
2340-157024-1000-100-100-100	Advance Payable		28,212.00	0.00	
9900-157024-1001-101-160-706	Indirect Subsidy		1,457.00	0.00	
9900-502000-9000-100-900-100	Indirect Subsidy		0.00	1,457.00	
1115-157024-1001-100-100-100	CBB - Operating Bank Account		0.00	1,457.00	
1115-502000-9000-100-100-100	CBB - Operating Bank Account		1,457.00	0.00	
Total			**45,905.00**	**45,905.00**	**28,212.00**
AJE 03		**8010.03**			
Per client - GJ-6266 AJE 3 - to adjust overpayment from HS 157025 and correct outstanding FA balance.					
4110-157024-0000-000-000-000	Federal Grant Revenue		26,754.00	0.00	
2340-157024-1000-100-100-100	Advance Payable		0.00	26,754.00	
6305-216021-2096-100-200-100	Supplies		6,720.00	0.00	
6405-216021-2096-100-200-100	Equipment Purchase		0.00	6,720.00	
Total			**33,474.00**	**33,474.00**	**(26,754.00)**
AJE 04		**8010.05**			
Per client - GJ-6417 AJE 5 - to reclass to correct fund.					
6667-112024-2000-120-240-115	Vehicle Repair/Maintenance		27.00	0.00	
9900-112024-2000-100-200-100	Indirect Subsidy		3.00	0.00	
1115-112024-2000-100-200-100	CBB - Operating Bank Account		0.00	30.00	
6667-502000-2000-120-220-100	Vehicle Repair/Maintenance		0.00	27.00	
1115-502000-9000-100-100-100	CBB - Operating Bank Account		30.00	0.00	
9900-502000-9000-100-900-100	Indirect Subsidy		0.00	3.00	
Total			**60.00**	**60.00**	**0.00**
AJE 05		**8010.06**			
Per client - GJ-6418 AJE 6 - to reclass to correct fund.					
5220-112024-2000-100-240-100	Health Insurance		0.00	112.00	
1115-112024-2000-100-200-100	CBB - Operating Bank Account		112.00	0.00	
5220-502000-9000-100-900-100	Health Insurance		112.00	0.00	
1115-502000-9000-100-100-100	CBB - Operating Bank Account		0.00	112.00	
Total			**224.00**	**224.00**	**0.00**
AJE 06		**8010.07**			
Per client - GJ-6493 to record revenue & AR for CVAF contribution due to merger.					
1250-502000-9000-100-900-100	Due from Others		1,066,789.00	0.00	
4220-502000-9000-100-900-100	Contributions/Donations		0.00	1,066,789.00	
Total			**1,066,789.00**	**1,066,789.00**	**1,066,789.00**

AJE 07		**6510**			
To record right-of-use lease asset and liability as of 2/28/2026.					
1710-000000-0000-000-000-000	ROU Lease Asset		1,557,937.00	0.00	
2710-000000-0000-000-000-000	ROU Lease Liability - Short Term		1,087,675.00	0.00	
2720-000000-0000-000-000-000	ROU Lease Liability - Long Term		0.00	2,619,497.00	
6660-9990-9999-100-900-100	Equipment Rent/Lease		0.00	26,115.00	
Total			**2,645,612.00**	**2,645,612.00**	**26,115.00**
GRAND TOTAL			**3,904,875.00**	**3,904,875.00**	**1,094,362.00**

Exhibit B
Representation Letter

Community Action Partnership of Kern

Helping People. Changing Lives.

October 26, 2026

Daniells Phillips Vaughan & Bock
300 New Stine Road
Bakersfield, California 93309

This representation letter is provided in connection with your audit of the financial statements of **Community Action Partnership of Kern** (the Organization), which comprise the statements of financial position as of February 28, 2026 and 2025, and the related statements of activities, cash flows, and functional expenses for the years then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

We confirm, to the best of our knowledge and belief, as of October 26, 2026, the following representations made to you during your audit.

Financial Statements

1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 1, 2025, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.

2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.

3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.

6) Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with U.S. GAAP.

7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.

8) As part of your audit, you assisted with preparation of the financial statements and disclosures and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures and schedule of expenditures of federal awards.

9) In regard to the services performed by you including drafting the financial statements, proposing journal entries, assisting with the adoption of accounting pronouncements, and drafting and filing the Data Collection Form with the Federal Audit Clearinghouse, we have-

- Assumed all management responsibilities.
- Designated Tracy Webster, CFO, who has suitable skill, knowledge, and experience to oversee the services.
- Evaluated the adequacy and results of the services performed.
- Accepted responsibility for the results of the services.
- Ensured that the data and records are complete and we have sufficient information to oversee the services.

10) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the Organization's accounts. There are no uncorrected misstatements other than those clearly trivial to the financial statements.

11) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

12) Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.

13) Guarantees, whether written or oral, under which the Organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.

14) We have analyzed all lease contracts and have considered and recorded material embedded leases contained within other contracts in accordance with FASB ASC 842, Leases.

15) Receivables recorded in the financial statements represent valid claims against debtors for sales or other charges arising on or before the statement of financial position date and have been reduced to their estimated net realizable value.

16) Inventories recorded in the financial statements are stated at the lower of cost or net realizable value, cost being determined on the basis of FIFO.

17) Inventory quantities at the statement of financial position dates were determined from physical counts or from the entity's perpetual inventory records, which have been adjusted on the basis of physical inventories taken by competent employees at February 28, 2026. Liabilities for amounts unpaid are recorded for all items included in inventories at statement of financial position dates and all quantities billed to customers at those dates are excluded from the inventory balances.

Information Provided

18) We have provided you with:

- Access to all information, of which we are aware, is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
- Additional information that you have requested from us for the purpose of the audit.
- Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
- Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- All audit or relevant monitoring reports, if any, received from funding sources.

19) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

20) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

21) We have no knowledge of any fraud or suspected fraud that affects the Organization and involves:

a) Management,

b) Employees who have significant roles in internal control, or

c) Others where the fraud could have a material effect on the financial statements.

22) We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, granters, regulators, or others.

23) We have no knowledge of any instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse whose effects should be considered when preparing financial statements.

24) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.

25) We have disclosed to you the names of all of the Organization's related parties and all the related-party relationships and transactions, including any side agreements.

26) The Organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral other than those disclosed in the notes to the financial statements.

27) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.

28) **Community Action Partnership of Kern** is an exempt organization under Section 501(c)(3) of the Internal Revenue Code of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up to date.

29) We acknowledge our responsibility for presenting the schedule of expenditures of federal awards presented as required by Title 2 U.S. *Code of Federal Regulations* (CPR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and we believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the schedule of expenditures of federal awards have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

30) With respect to federal award programs:

a. We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), relating to preparation of the schedule of expenditures of federal awards.

b. We acknowledge our responsibility for preparing and presenting the schedule of expenditures of federal awards (SEFA) and related disclosures in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period, and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.

c. We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.

d. We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.

e. We are responsible for establishing, designing, implementing, and maintaining, and have established, designed, implemented, and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.

f. We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.

g. We have received no requests from a federal agency to audit one or more specific programs as a major program.

h. We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *OMB Compliance Supplement* relating to federal awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards.

i. We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.

j. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.

k. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E).

l. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.

m. We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.

n. There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.

o. No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance subsequent to the period covered by the auditor's report.

p. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.

q. The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.

r. We have monitored subrecipients, as necessary, to determine that they have expended subawards in compliance with federal statutes, regulations, and the terms and conditions of the subaward and have met the other pass-through entity requirements of the Uniform Guidance.

s. We have charged costs to federal awards in accordance with applicable cost principles.

t. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.

u. We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.

v. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.

w. We have disclosed to you all contracts or other agreements with service organizations, and we have disclosed to you all communications from the service organizations relating to noncompliance at the service organizations.

31) We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.

32) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.

Community Action Partnership of Kern



Jeremy Tobias, Chief Executive Officer



Tracy Webster, Chief Financial Officer

BUDGET AND FINANCE COMMITTEE

NOVEMBER 18, 2026

FINANCIAL REPORT

TABLE OF CONTENTS

SECTION		Pages (s)
A.	Schedule of Programs for the period March 1, 2026 through February 28, 2027	A1 - A6
B.	Line of Credit Summary	B1
C.	Reserve Dashboard as of September 30, 2026	C1
D.	- Cash Summary as of September 30, 2026	D1
	- Bank Reconciliations	D2 - D8
E.	Credit Card Summary and Statements	E1 - E25
F.	Central Kitchen Budget to Actual September 30, 2026	F1
G.	State Department of Education Contract - Earned Revenue	G1 - G2
H.	Finance Division Monthly Report	H1
I.	Financial Statements as of February 29, 2024	I1
J.	Financial Statements as of September 30, 2026	J1
K.	Agency-wide Budget to Actual as of September 30, 2026	K1 - K7
L.	Indirect Fund Budget To Actual as of September 30, 2026	L1
M.	Check Register as of September 30, 2026	M1

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
UNRESTRICTED						
GENERAL FUND			NOT APPLICABLE	03/01/26 - 02/28/27	501000	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/26 - 02/28/27	502000	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/26 - 02/28/27	504000	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
FOOD BANK EXPANSION			NOT APPLICABLE	03/01/26 - 02/28/27	505000	DONATIONS
ENERGY			NOT APPLICABLE	03/01/26 - 02/28/27	524000	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	527000	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/26 - 02/28/27	531000	DONATIONS, RENTAL INCOME
EAST KERN FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	533000	DONATIONS
OASIS FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	534000	DONATIONS
211			NOT APPLICABLE	03/01/26 - 02/28/27	536000	FEE FOR SERVICE
M STREET NAVIGATION CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	541000	DONATIONS
M STREET WORKFORCE			NOT APPLICABLE	03/01/26 - 02/28/27	541000	DONATIONS
TAX ASSISTANCE			NOT APPLICABLE	03/01/26 - 02/28/27	545000	DONATIONS
VETERANS SERVICES			NOT APPLICABLE	03/01/26 - 02/28/27	564000	DONATIONS
FUND RAISING			NOT APPLICABLE	03/01/26 - 02/28/27	595000	DONATIONS
RESTRICTED						
EARLY HEAD START/HEAD START	40,091,425	93.600	09CH012489-03	03/01/26 - 02/28/27	108000/109000/117000	U S DEPT OF HEALTH & HUMAN SERVICES
HUD - COORDINATED ENTRY SYSTEM	251,909 268,035	14.267	CA1799L9D042406 CA1799L9D042507	08/01/25 - 07/31/26 08/01/26 - 07/31/27	160025 160026	U S DEPT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
CITY OF BAKERSFIELD - HOME TBRA	1,000,000	14.239		05/01/26 - 10/31/28	161026	U.S DEPT OF HOUSING AND URBAN DEVELOPMENT, CITY OF BAKERSFIELD
VITA	375,500	21.009	26VITA0276	10/01/25 - 09/30/26	149025	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
TAX COUNSELING FOR THE ELDERLY (TCE)	18,847	21.006	26TCEP0015	10/01/25 - 09/30/26	149125	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,791,327	93.569	26F-5015	01/01/26 - 12/31/26	103026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	8,319,924	93.568	26B-4012	11/1/25 - 6/30/27	122026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT

A1

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
SLIHEAP (SUPPLEMENTAL LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	40,306	93.568	26Q-3561	05/01/26 - 05/31/27	122126	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE (DEPARTMENT OF ENERGY) BIL (BIPARTISAN INFRASTRUCTURE LAW)	3,630,998	81.042	22P-7010	06/01/23 - 06/30/29	123022	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE (DEPARTMENT OF ENERGY) WAP (WEATHERIZATION ASSISTANCE PROGRAM	50,000	81.042	25C-8007	01/01/26 - 09/30/26	123025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	1,184,616 856,077	93.575	CCTR - 5068 CCTR - 6068	07/01/25 - 06/30/26 07/01/26 - 06/30/27	253025 253026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	105,401 100,457	93.596	CCTR - 5068 CCTR - 6068	07/01/25 - 06/30/26 07/01/26 - 06/30/27	253025 253026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT ALTERNATIVE PAYMENT	5,411,000 5,411,000	93.575	CMAP - 5000 CMAP - 6000	07/01/25 - 06/30/26 07/01/26 - 06/30/27	261025 261026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
NEOPB CAL FRESH HEALTHY LIVING	487,170	10.561	23-10317	10/01/25 - 04/30/26	145025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA DEPT OF PUBLIC HEALTH, NUTRITION EDUCATION AND OBESITY PREVENTION BRANCH
EFAP (EMERGENCY FOOD ASSISTANCE PROGRAM)	463,977	10.568/.569	15 - MOU - 00118	10/01/25 - 09/30/26	105000/111000	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CITY OF BAKERSFIELD HOME REPAIR SLFRF	932,464	21.027	2024-304	11/20/24-12/31/26	128024	US DEPT OF TREASURY, CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, CITY OF BAKERSFIELD
LOCAL FOOD PURCHASE ASSISTANCE PROGRAM (LFPA)	996,918	10.182		04/01/25 - 03/31/26	131023	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
COUNTY OF KERN FOOD DISTRIBUTION	1,000,000	14.218		2/20/25 - 03/31/26	138024	U S DEPT OF HOUSING AND URBAN DEVELOPMENT, COUNTY OF KERN
SAFE CAMPING - COUNTY OF KERN	1,275,824	21.027		07/01/25 - 06/30/26	142025	U S DEPT OF TREASURY CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, COUNTY OF KERN
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)	556,147	10.565	MOU-20-6003	10/01/25 - 09/30/26	147025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - KERN & SAN JOAQUIN	BASED ON MEALS SERVED	10.558	15 - 1248 - OJ	10/01/25 - 09/30/26	112025/139025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)	4,671,207	10.557	22 - 10236	10/01/25 - 09/30/26	115025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
SUPPORTIVE SERVICES FOR VETERAN FAMILIES (SSVF)	1,415,768	64.033	13-CA-090	10/01/25 - 09/30/26	153025	U S DEPT OF VETERAN AFFAIRS
VA HOMELESS GRANT AND PER DIEM PROGRAM (GPD)	1,116,024	64.024	CVAF044-4808-691-PD-24	10/01/25 - 09/30/26	154025	U S DEPT OF VETERAN AFFAIRS

A2

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
HOME ARP - CITY OF BAKERSFIELD	247,852	14.239	2024-308	12/01/24 - 09/30/26	162024	US DEPT OF HOUSING AND URBAN DEVELOPMENT - CITY OF BAKERSFIELD
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PROG	64,693	10.561	22 - CF - SUB - KERN	10/01/25 - 09/30/26	164025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN	TBD	84.412	N/A	07/01/25 - 06/30/26	117000-1005	U.S. DEPT OF EDUCATION - STATE OF CALIFORNIA, DEPT OF EDUCATION - FIRST 5 CALIFORNIA, COUNTY OF SAN JOAQUIN, FIRST 5 SAN JOAQUIN, RACE TO THE TOP
CALCAPA DIAPER DISTRIBUTION PILOT	125,000	93.647	90EDA0009-DDDRP	10/01/23 - 06/30/26	191023	U.S. DEPT OF SOCIAL SERVICES, CAL CAPA
SJCOE HEADSTART	1,998,719	93.600	N/A	02/01/26 - 01/31/27	157026	U S DEPT OF HEALTH & HUMAN SERVICES , SAN JOAQUIN COUNTY OFFICE OF EDUCATION
KCCD CERF REGIONAL CONVENER	93,993	N/A		11/14/24 - 09/30/26	208024	STATE OF CALIFORNIA - EMPLOYMENT DEVELOPMENT DEPARTMENT, KERN COMMUNITY COLLEGE DISTRICT
KCCD CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) HIGH ROAD TRAINING PARTNERSHIP RESILIENT (HRTPR) WORKFORCE FUND	75,000	N/A		10/01/23 - 03/30/26	209023	STATE OF CALIFORNIA - CALIFORNIA WORKFORCE DEVELOPMENT BOARD, KERN COMMUNITY COLLEGE DISTRICT
CITY OF BAKERSFIELD - RAMKABIR HHAP 4	500,000	N/A	2025-048	03/26/25 - 02/28/26	230025	STATE OF CALIFORNIA, DEPARTMENT OF SOCIAL SERVICES, HOMELESS AND HOUSING ASSISTANCE AND PREVENTION, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD - FHCC SPORTS FIELD	1,000,000	N/A	2023 - 073	07/01/22 - 07/30/26	231022	STATE OF CALIFORNIA, DEPT OF PARKS AND RECREATION, CITY OF BAKERSFIELD
CALIFORNIA SGC - COMMUNITY RESILENCE CENTER (CRC)	988,752	N/A	0650-SGC24126	01/31/25 - 01/30/27	233025	STATE OF CALIFORNIA, GOVERNOR'S OFFICE OF LAND USE AND CLIMATE INNOVATION (LCI)
211 CALL CENTER TOBACCO CESSATION	386,290	N/A	25-10569	03/01/26 - 06/30/29	236026	STATE OF CALIFORNIA, DEPARTMENT OF PUBLIC HEALTH
CITY OF BAKERSFIELD - COMMUNITY VITALITY	630,000	N/A	2026-106	06/24/26 - 03/31/28	239026	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS, CITY OF BAKERSFIELD
TCC LOW INCOME ENERGY EFFICIENCY PROGRAM	4,630,006	N/A	2025-169	9/10/25 - 3/10/29	240025	STATE OF CALIFORNIA, STRATEGIC GROWTH COUNCIL, CITY OF BAKERSFIELD
TCC STAKEHOLDER ENGAGEMENT	36,520	N/A	ED26-004	3/1/26 - 3/10/29	240126	STATE OF CALIFORNIA, STRATEGIC GROWTH COUNCIL, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD - CALVIP OUTREACH	225,000	N/A	2023-244	10/11/23 - 03/31/26	243023	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD
STATE OF CALIFORNIA - YOUTH CENTERS NATURE AND CULTURE PROGRAM	500,000	N/A	YA24029-0	12/22/25 - 04/30/27	244025	STATE OF CALIFORNIA NATURAL RESOURCES AGENCY

A3

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
CITY OF BAKERSFIELD CALVIP	578,731 375,000	N/A	2022-199 2026-070	9/21/22-12/31/25 05/13/26 - 09/30/29	247022 247026	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD
SAN JOAQUIN COE GENERAL CHILD CARE (CCTR)	2,458,117 2,458,117		N/A	07/01/25 - 06/30/26 07/01/26 - 06/30/27	248025 248026	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
CSPP QRIS BLOCK GRANT	TBD		N/A	07/01/25 - 06/30/26	258025-1005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
SAN JOAQUIN COE GENERAL CHILD CARE (CSPP)	255,528		N/A	07/01/25 - 06/30/26	259025 259025	STATE OF CALIFORNIA, DEPT OF EDUCATION - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
MIGRANT ALTERNATIVE PAYMENT	31,802,685 31,802,685		CMAP - 5000 CMAP - 6000	07/01/25 - 06/30/26 07/01/26 - 06/30/27	261025 261026	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	2,706,453 3,039,936		CCTR - 5068 CCTR - 6068	07/01/25 - 06/30/26 07/01/26 - 06/30/27	253025 253026	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CALIFORNIA STATE PRESCHOOL PROGRAM	7,612,170 8,087,274		CSPP-5118 CSPP-6117	07/01/25 - 06/30/26 07/01/26 - 06/30/27	258025 258026	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE	293,823 293,823		CMIG - 5004 CMIG - 6004	07/01/25 - 06/30/26 07/01/26 - 06/30/27	250025 250026	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT SPECIALIZED SERVICES	44,073 44,073		CMSS - 5004 CMSS - 6004	07/01/25 - 06/30/26 07/01/26 - 06/30/27	252025 252026	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CAL EITC FREE TAX PREPARATION ASSISTANCE GRANT	403,728		25T-7015	11/1/25 - 9/30/26	234025	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND
HOME VISIT INITIATIVE (COUNTY OF KERN)	3,892,756 3,892,756		047-2026	07/01/25 - 06/30/26 07/01/26 - 06/30/27	270025 270026	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN)	102,384 102,384		267-2025 296-2026	07/01/25 - 06/30/26 07/01/26 - 06/30/27	271025 271026	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY
COUNTY OF KERN LOW BARRIER HOMELESS SHELTER OPERATIONAL	2,715,812		017-2020	07/01/25 - 06/30/26	275025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE HOMELESS HOUSING ASSISTANCE AND PREVENTION (HHAP)	300,000 200,000 150,000 150,000		2023-302 645-2023 2023-313 2023-320	05/01/23 - 06/30/26 12/01/23 - 12/31/25 06/01/24 - 10/01/26 11/01/24 - 06/30/27	276003 276013 276023 276004	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE
TAX CHECK - OFF (FOOD BANK)	10,209		15 MOU - 00118	07/01/25 - 06/30/25	216025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) CAL FOOD	258,464		MOU-22-00118	07/01/25 - 05/30/26	216025-2087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) DROUGHT FOOD ASSISTANCE	339,726		MOU-22-00118	07/01/23 - 06/30/26	216025-2088	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
STATE EMERGENCY FOOD ASSOSTANCE CAL FOOD ONE-TIME FUNDS	1,737,540		N/A	07/01/25 - 04/30/26	216025-2102	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CA FARM TO SCHOOL INCUBATOR GRANT PROGRAM	199,243		24-0888-000-SG	01/01/25 - 12/31/26	267025	STATE OF CALIFORNIA, DEPT OF FOOD AND AGRICULTURE (CDFA)
BOARD OF STATE AND COMMUNITY CORRECTIONS WARM HAND-OFF COHORT 3	750,000		BSCC 1012-22	10/01/22 - 01/31/27	277024	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS
BOARD OF STATE AND COMMUNITY CORRECTIONS WARM HAND-OFF COHORT 4	2,225,000		BSCC 1270-33	06/30/25 - 12/31/28	277025	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	145,000		2025.2.02	07/01/25 - 06/30/26	281025	KERN, FIRST 5 KERN
	145,000		2025.2.02	07/01/26 - 06/30/27	281026	
FIRST 5 KERN - RIDGECREST FAMILY RESOURCE CENTER	155,000		2025.2.03	07/01/25 - 06/30/26	286025	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF
	155,000		2025.2.03	07/01/26 - 06/30/27	286026	KERN, FIRST 5 KERN
BKRHC - ENCAMPMENT RESOLUTION FUNDING	139,968		2023-307	12/01/23 - 06/30/26	293023	STATE OF CALIFORNIA, CALIFORNIA INTERAGENCY COUNCIL ON HOMELESSNESS, BAKERSFIELD KERN REGIONAL HOMELES COLLABORTIVE
CITY OF BAKERSFIELD - HHAP CM	356,037		N/A	04/01/23 - 03/31/26	294001	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, CITY OF BAKERSFIELD
BKRHC HHAP YOUTH	212,883		N/A	03/01/24 - 04/30/26	295001	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE
COUNTY OF KERN HELPLINE 211	TBD		N/A	TBD	389026	COUNTY OF KERN
READY KERN	TBD		N/A	TBD	366000	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERVI
DAY ONE FAMILIES FUND	5,000,000		N/A	12/01/23 - 11/30/27	410023	DAY ONE FAMILIES FUND
PG&E ARREARS OUTREACH	1,790,077		C59576	09/13/24 - 03/31/26	482024	PACIFIC GAS & ELECTRIC
211 LA County	15,000		N/A	07/01/25 - 06/30/26	536000-4230	CALIFORNIA 211 PROVIDERS NETWORK
211 KINGS COUNTY	22,868		N/A	07/01/25 - 06/30/26	536000-4231	KINGS UNITED WAY
211 TULARE COUNTY	63,017		N/A	07/01/25 - 06/30/26	536000-4232	UNITED WAY OF TULARE COUNTY
211 STANISLAUS COUNTY	93,600		N/A	07/01/25 - 06/30/26	536000-4234	UNITED WAY OF STANISLAUS COUNTY
211 FRESNO AND MADERA COUNTIES	96,737		N/A	07/01/25 - 06/30/26	536000-4235	UNITED WAY OF FRESNO AND MADERA COUNTIES
211 MERCED & MARIPOSA	25,910		N/A	07/01/25 - 06/30/26	536000-4235	UNITED WAY OF MERCED & MARIPOSA COUNTIES
FOOD BANK FREE FARMERS MARKET - WASCO	150,000		N/A	12/01/25 - 11/30/26	467025	THE WONDERFUL COMPANY FOUNDATION

A5

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
RESIDENCES AT EAST HILLS	82,800				464006	HOUSING AUTHORITY OF KERN
PARK 20TH	17,850				464007	HOUSING AUTHORITY OF KERN
COVEY COTTAGES	TENANT RENT		N/A	03/01/26 - 02/28/27	564008	TENANT RENT
KERN FAMILY HEALTH SYSTEMS CAL AIM	PER VISIT			07/01/22 - TBD	550000	KERN FAMILY HEALTH SYSTEMS
KERN FAMILY HEALTH SYSTEMS CAL AIM EAST KERN FAMILY RESOURCE CENTER	PER VISIT			06/01/24 - TBD	553000	KERN FAMILY HEALTH SYSTEMS

A6

COMMUNITY ACTION PARTNERSHIP OF KERN

LINE OF CREDIT ADVANCES AND REPAYMENTS

FISCAL YEAR 2026/27

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
03/31/26	n/a				
04/30/26	n/a				
05/31/26	n/a				
06/30/26	$ 1,500,000.00		7	$ 1,968.75	6.75000%
07/31/26	$ 1,500,000.00		31	$ 8,718.75	6.75000%
08/31/26	$ 1,500,000.00	$ 1,511,531.25	3	$ 843.75	6.75000%
09/30/26	n/a				

Note 1: As of 2/14/2025, a $3 million line of credit is establsihed at Citizens Business Bank

CAPK — Unrestricted Cash Reserve Dashboard

Helping People...Changing Lives.

Board Policy 26-0121 | Minimum 30-day unrestricted cash reserve | Formula: (Annual Operating Expenses ÷ 365) × 30 | FY 2026–27 Target: $11.9M

Current Reserve Balance	Policy Minimum (30 Days)	Shortfall from Goal	Annual Operating Budget	
$3,635,806	$11,939,881	$8,304,075	$145,268,555	30.5% of goal
9 days of expenses	FY 2026-27 Board-approved target	21 days remaining	Daily cost ≈ $397,996	

PROGRESS TOWARD 30-DAY RESERVE GOAL

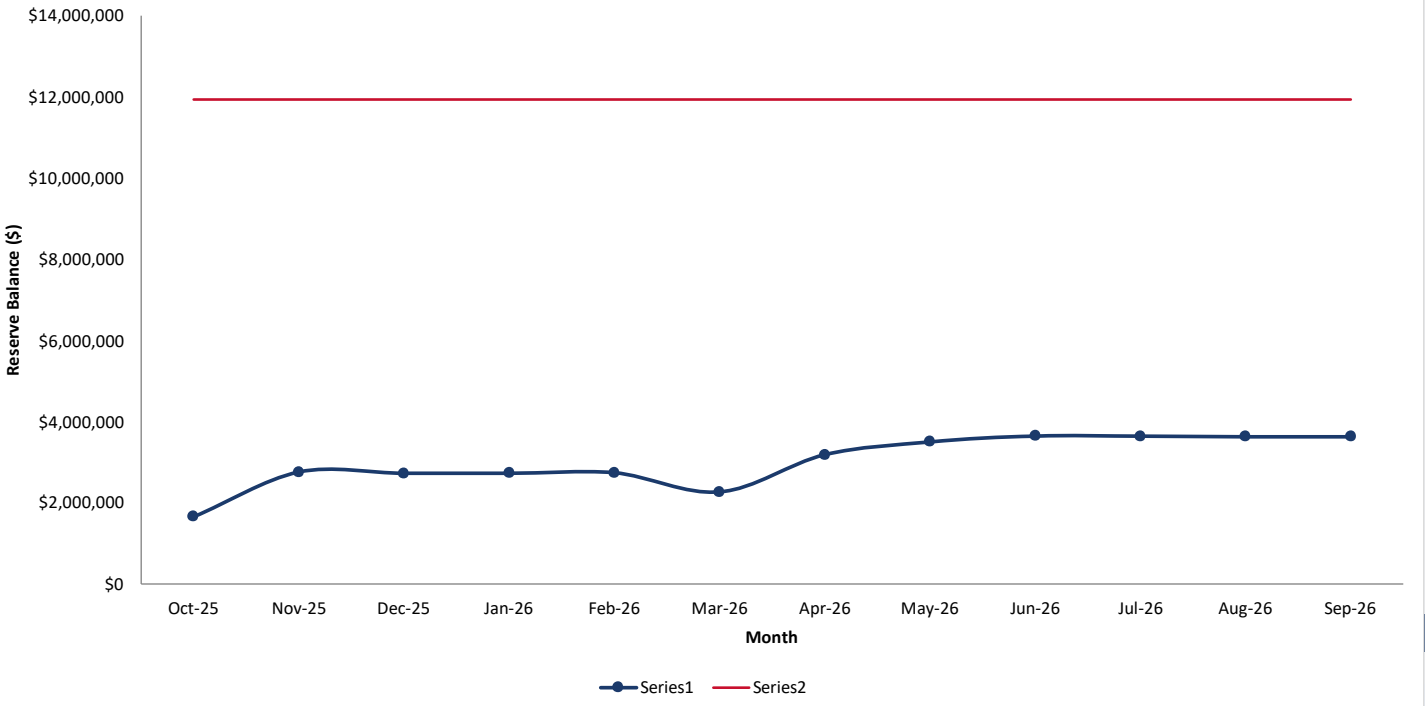
Reserve Balance vs. Goal — 30.5%

30%

$0	$2.8M (25%)	$5.6M (50%)	$8.3M (75%)	$11.5M ✓

✓ 25% — $2.8M	✓ 50% — $5.6M	75% — $8,954,911	100% — $11,939,881

MONTHLY RESERVE TREND



Policy 26-0121 — Reserve requirement = (Annual operating expenses ÷ 365 days) × 30 days. Any use reducing reserves below the minimum requires Board notification within 15 business days and a replenishment plan within 30 days. CFO shall report reserve adequacy quarterly to the Board.

COMMUNITY ACTION PARTNERSHIP OF KERN OPERATING CASH SUMMARY AS OF SEPTEMBER 30, 2026	
PROGRAM (FUND)	**CASH BALANCE**
CHILD AND ADULT CARE FOOD PROGRAM	(94,906.37)
HEAD START/EARLY HEAD START	4,327,412.09
SJCOE Head Start	(211,625.56)
SUBTOTAL	**4,020,880.16**
CACFP - San Joaquin	(49,073.43)
SAN JOAQUIN COE GENERAL CHILD CARE	(242,553.66)
MIGRANT CHILD CARE	256,544.47
MIGRANT SPECIALIZED SERVICES	26,444.00
GENERAL CHILD CARE	(18,341.51)
STATE PRESCHOOL	1,619,462.11
SJCOE State Preschool (CSPP)	(191,830.20)
Child Care Facilities	114,084.67
MIGRANT A/P	3,932,383.29
Child Development Reserve Fund No. 1	120,371.27
Child Development Reserve Fund No. 2	90,354.03
SUBTOTAL	**5,657,845.04**
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(249,769.42)
EF&S	0.00
EFAP	(340,274.33)
USDA Commodities	0.00
County of Kern Food Distribution	0.00
FOOD BANK	(730,055.26)
FOOD BANK EXPANSION	(50,569.57)
FOOD BANK CAPACITY PROGRAM	0.00
FOOD BANK - STATE	21,834.93
WONDERFUL FOOD BANK EXPANSION	0.00
WONDERFUL FOUNDATION	162,332.28
CDFA Healthy Refrigeration Grant Program (HRGP)	0.00
SUBTOTAL	**(1,186,501.37)**
ENERGY	(115,083.32)
LIHEAP	(623,464.55)
DOE	(363,191.98)
LIWHAP	0.00
PG&E	(15,720.99)
PG&E Arrears Case Management Program	11,633.62
TRANSFER NEGATIVE BALANCE	1,105,827.22
SUBTOTAL	**0.00**
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	0.00
SUBTOTAL	**0.00**
CSBG	(301,032.14)
CSBG Discretionary 2025	0.00
WIC	(563,290.98)
City of Bakersfield Home Repair SLFRF	(65,471.70)
Local Purchase Assistance (LFPA) USDA	(29,907.53)
HOMELESS SAFE CAMPING - CSLRFR (ARPA)	26,945.60
NEOPB CAL FRESH HEALTHY LIVING	523.36
IRS - VITA	(19,714.51)
SSVF 2025-26	(245,360.61)
Grant Per Diem	76,213.92
HUD-COORDINATED ENTRY SYSTEM	(55,304.96)
HOME TBRA - City of Bakersfield	(1,308.91)
HOME ARP - City of Bakersfield	(82,688.17)
CAL FRESH	(20,177.63)
CalCAPA-Diaper Distribution Pilot	(30,539.43)
BCSD CA COMMUNITY SCHOOL PARTNERSHIP (CCSPP)	75.16
KCCD CERF REGIONAL CONVENOR	(48,491.64)
KCCD CWDB High Road Training Partnership	56,699.72
City of Bakersfield Ramkabir Project HHAP 4	(174,821.02)
City of Bakersfield - FHCC Sports Field	(19,688.00)
California SGC - CRC	(243,803.64)
CALEITC	(68,488.65)
211 Call Center Tobacco Cessation	(15,140.53)
City of Bakersfield - Community Vitality	(27,177.36)
TCC Low Income Energy Efficiency Program	(123,361.40)
City of Bkfd-Cal VIP Outreach	(1,111.32)
Youth Centers Nature and Culture Program 2025-2027	(116,493.32)
CITY OF BAKERSFIELD CAL VIP	(35,514.75)
CA Farm to School Incubator Grant	(15,694.51)
HOME VISIT INITIATIVE (CO OF KERN)	(300,221.37)
POSITIVE YOUTH DEV SVC	(16,128.54)
POSITIVE YOUTH M	(1,319.65)
COUNTY OF KERN LOW BARRIER HOMELESS CENTER	(339,640.77)
BKRHC HOMELESS HOUSING ASSISTANCE & PREVENTION	(39,375.13)
ARG III - Warm Handoff	(117,317.11)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(42,536.48)
FIRST 5 HELP ME GROW	761.93
FIRST 5 RIDGECREST FAMILY RESOURCE CENTER	(56,120.77)
FIRST 5 KERN 211	0.00
BKRHC-Encampment Resolution	0.00
City of Bakersfield HHAP	(630.53)
BKRHC HHAP Youth Services (VSS)	(70,704.18)
County of Kern - Safe Camping	(30,674.37)
County of Kern (BHRS) - Safe Camping	(53,205.63)
Day 1 Families Housing Support	4,213,629.06
Kaiser	60,000.00
Kaiser 211 Kern	65.00
FEEDING AMERICA SERVICE INSIGHTS	20,000.00
Kaiser - Food Locker Pilot	0.00
UNITED WAY 211	0.00
Sustain Our Future - East Kern	43,615.25
SCE - 211 Access PSPS	(75,245.13)
California Veterans Assistance Foundation	(15,203.12)
GENERAL FUND	(161,279.49)
DISCRETIONARY FUND	3,629,934.38
SHAFTER YOUTH CENTER	2,067.50
FRIENDSHIP HOUSE	(52,964.49)
EAST KERN FAMILY RESOURCE CENTER	18,072.81
OASIS FAMILY RESOURCE CENTER	16,869.60
211	93,962.24
M ST NAVIGATION CENTER	(5,886.98)
M Street Workforce	14,878.90
TAX ASSISTANCE	37,472.53
CALAIM HOMELESS PREVENTION SERVICES	340,490.61
CalAIM Enhanced Case Management	(166,373.40)
CalAIM Asthma	(165.00)
CalAIM East Kern Family Resource Center	238,520.04
Veterans Services	125,371.84
CAPK FOUNDATION	(51,672.58)
GAAP FUND	0.22
INDIRECT FUND	161,604.24
COST POOLS	32,671.37
Facilities Cost Pools	284,109.43
LESS: ENERGY NEGATIVE BALANCE	(1,105,827.22)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	**4,487,480.06**
TOTAL OPERATING CASH	12,979,703.89

COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)

CITIZENS BUSINESS BANK ACCOUNTS

1. Operating Account: Used to make all CAPK disbursements and for deposits of all cash receipts unless there are requirements to deposit cash in a restricted bank account.

2. Head Start Accrued Vacation: This is an interest-bearing restricted bank account that holds cash reserved for the payment of accrued vacation for Head Start and Early Head Start employees.

3. CSD Advances Account: This is an interest-bearing restricted bank account for CSBG and Energy grants. Advances on the Community Services Block Grant (CSBG), Department of Energy – Weatherization Assistance Program (DOE WAP) and Low-Income Home Energy Assistance Program (LIHEAP) grants are required to be deposited to a restricted bank account until there is an immediate need for the cash. Once the immediate need is determined, the cash is transferred to the Operating Account to make disbursements.

4. Day 1 Families Fund: This is an interest-bearing restricted bank account that is designated for funds received for the Day 1 Families Housing Fund. As the grant is expended, funds are subsequently transferred to the Operating Account.

5. Child Development Reserve #1: This is an interest-bearing restricted bank account that is required by the California Department of Education for center-based contracts, such as General Childcare (CCTR), State Preschool (CSPP) and State Migrant (CMIG) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

6. Child Development Reserve #2: This is an interest-bearing restricted bank account that is required by the California Department of Education for alternative payment contracts, such as Migrant Childcare Alternative Payment (CMAP) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

7. Head Start Facilities Fund: This is an interest-bearing restricted bank account required by the Office of Head Start to retain funds from the proceeds of sale for the Central Kitchen and Business Park North properties. These funds will be held in this restricted account and used for the construction of the new Central Kitchen.

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #1
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
September 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5984

BANK BALANCE ENDING:	**09/30/26**		**120,373.34**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**09/30/26**		**120,373.34**

BALANCE PER G/L	**08/31/26**		**120,371.36**
ADD: DEPOSITS/WAIVE FEE		0.00	
INTEREST		1.98	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		0.00	
BALANCE PER G/L	**09/30/26**		**120,373.34**

DIFFERENCE: 0.00

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 10/09/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 10/09/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #2
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
September 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5992

BANK BALANCE ENDING:	**09/30/26**		**55,278.43**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**09/30/26**		**55,278.43**

BALANCE PER G/L	**08/31/26**		**55,277.52**
ADD: DEPOSITS		0.00	
INTEREST		0.91	
BANK ACCOUNT TRANSFER		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER		0.00	
BALANCE PER G/L	**09/30/26**		**55,278.43**

DIFFERENCE: 0.00

PREPARED BY: Yolanda Nunez TITLE: Accountant II DATE: 10/09/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 10/09/2026

Community Action Partnership of Kern

Journal Entries

09/30/2026

CDR #2 - Bank Charges

	Initials	Date
Prepared By:	Yolanda Nunez	10/9/2026
Approved By:	Lili Solorio	10/09/2026

Account Description	Date	Account Code	Debit	Credit
Restricted Bank Account	9/30/2026	1125-265000-1000-100-100-101	0.00	
Interest Income	9/30/2026	6695-265000-1000-101-100-101		0.00
Restricted Bank Account	9/30/2026	1125-265000-1000-100-100-100	0.91	
Interest Income	9/30/2026	4310-265000-1000-101-100-100		0.91

Explanation:

TO REC PROCESSING FEES, INT., AND TRANS. FEES FOR September 2026

	Debit	Credit
Total	0.91	0.91

CITIZENS BUSINESS BANK
A Financial Services Company
PO Box 3938, Ontario, CA 91761

Statement Ending 09/30/2026

Account Number:521105992

Managing Your Accounts

Phone Number	888.228.2265
Website	cbbank.com
Email	customersupport@cbbank.com

COMMUNITY ACTION PARTNERSHIP
OF KERN
CHILD DEVELOPMENT RESERVE #2
1300 18TH ST STE 200
BAKERSFIELD CA 93301-4510

Summary of Accounts

Account Type	Account Number	Ending Balance
INVESTMENT CHECKING PLAN BUSINESS	521105992	$55,278.43

INVESTMENT CHECKING PLAN BUSINESS - 521105992

Account Summary

Date	Description	Amount
09/01/2026	**Beginning Balance**	**$55,277.52**
	1 Credit(s) This Period	$0.91
	0 Debit(s) This Period	$0.00
09/30/2026	**Ending Balance**	**$55,278.43**

Interest Summary

Description	Amount
Interest Earned From 09/01/2026 Through 09/30/2026	
Annual Percentage Yield Earned	0.02%
Interest Days	30
Interest Earned	$0.91
Interest Paid This Period	$0.91
Interest Paid Year-to-Date	$8.28
Minimum Balance	$55,277.52
Average Ledger Balance	$55,277.52
Average Available Balance	$55,277.52

Other Credits

Date	Description	Amount
09/30/2026	INTEREST	$0.91

1 item(s) totaling $0.91

Daily Balances

Date	Amount
09/30/2026	$55,278.43

Member FDIC

OUTSTANDING CHECKS

No.	Amount	
TOTAL		

INSTRUCTIONS

PLEASE EXAMINE THIS STATEMENT AT ONCE AND IMMEDIATELY NOTIFY THE BANK OF ANY ERRORS.

ALL ITEMS CREDITED ARE SUBJECT TO FINAL PAYMENT.

1. Compare each paid check with your check stub or register and mark as paid _____
2. Bank balance shown on front of your statement _____
3. Compare any deposits shown on statement, including bank originated credits, with those entered in your check register. Add any not shown on statement. _____
4. Subtotal _____
5. Subtract total of outstanding checks. _____
6. Account Balance _____
7. Your check book balance _____
8. Subtract any bank charges including monthly service charge or transfers you have authorized and have been deducted on this statement. _____
9. Adjusted check book balance _____

** Denotes a point at which one or more check serial numbers are unaccounted for this statement period It may indicate outstanding checks or checks shown on previous statements.*

STATEMENTS AND IMAGES

Your account statement will include the following information with respect to each check paid against your account during the statement cycle: (1) the check number (2) the amount of the check; and (3) the date of the payment.
Copies of checks can be requested by calling customer service at 888.228.2265. Please refer to our Bank Product and Service Information for applicable fees under Research Requests.

THE FOLLOWING NOTICE CONCERNING ELECTRONIC TRANSFER APPLIES IF YOUR ACCOUNT IS MAINTAINED FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS CONTACT US AT:

Telephone: 888.228.2265 or
write us at:
Citizens Business Bank, N.A., PO Box 51000, Ontario, CA 91761

Contact us as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or a receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. If you have a question concerning your statement, please be prepared to:

1. Provide your name and account number (if any).
2. Provide the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about and clearly explain why you believe it is an error or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation

COMMUNITY ACTION PARTNERSHIP OF KERN
CSD ADVANCES ACCOUNT**
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
September 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5968

BANK BALANCE ENDING:	**09/30/26**		**896.92**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**09/30/26**		**896.92**

BALANCE PER G/L	**08/31/26**		**896.92**
ADD: DEPOSITS		0.00	
INTEREST/WAIVE FEE		0.00	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		0.00	
BALANCE PER G/L	**09/30/26**		**896.92**

DIFFERENCE: 0.00

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 10/07/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 10/08/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
DAY 1 FAMILIES ACCOUNT
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
September 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUI
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5976

BANK BALANCE ENDING:	**09/30/26**		**5,554.28**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**09/30/26**		**5,554.28**

BALANCE PER GENERAL LEDGER	**08/31/26**		**5,554.19**
ADD:	DEPOSITS (Credit Card Donations & Shared Fee)	0.00	
	WIRE TRANSFER	0.00	
	PAYPAL DEPOSIT	0.00	
	INTEREST/ WAIVE FEE	0.09	
LESS:	APPLIED MERCHANT DEBITS	0.00	
	CLIENT ANALYSIS SERVICE CHARGE	0.00	
	BANKCARD FEES	0.00	
	CASH CONCENTRATION FEE	0.00	
	FUND TRANSFER TO CITIZENS BUSINESS	0.00	
		0.00	
BALANCE PER GENERAL LEDGER:	**09/30/26**		**5,554.28**

Difference: **0.00**

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 10/09/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 10/09/2026

Community Action Partnership of Kern
Journal Entries
09/30/2026

Initiated By Yolanda Nunez 10/9/2026

Approved By Lili Solorio 10/9/2026

Account Description	Date	Account Code	Debit	Credit
Restricted Bank Account	9/30/2026	1125-410023-4000-100-400-100	0.09	
Interest Income	9/30/2026	4310-410023-4000-100-400-100		0.09
Client Analysis Charge	9/30/2026	6695-410023-4000-100-400-100	631.88	
Restricted Bank Account	9/30/2026	1155-410023-4000-100-400-100		631.88
Restricted Bank Account	9/30/2026	1155-410023-4000-100-400-100	3,854.01	
Donation	9/30/2026	4310-410023-4000-100-400-100		3,854.01
TO REC DAY 1 FAMILIES, INT, & FEES FOR September 2026			4,485.98	4,485.98

COMMUNITY ACTION PARTNERSHIP OF KERN
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR THE MONTH ENDED
September 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVE
ONTARIO, CA 91764

OPERATING ACCOUNT
ACCOUNT NO: XXXXX-X5933

BANK BALANCE AT 09/30/26		11,001,004.18
LESS: OUTSTANDING CHECKS	591,350.05	
ADJUSTED BANK BALANCE AT 09/30/26		10,409,654.13
GENERAL LEDGER BALANCE AT 08/31/26		7,885,236.85
ADD: DEPOSITS	5,143,716.42	
US TREAS DRAWDOWNS	3,967,716.89	
FUNDS FROM OTHER GRANTS	7,471,575.71	
TRANSFERS FROM CT x9906	-	
ADP /HEALTH EQUITY REFUND	15,092.60	
REIMBURSEMENT OF ALTERED PAYEE	-	
LOAN	-	
LESS: CHECKS	2,196,305.66	
ADP PAYROLL 09/04/2026	2,058,398.38	
ADP PAYROLL 09/18/2026	2,051,813.42	
ADP PAYROLL	1,547,247.22	
ADP PAYROLL	-	
EFTS FOR HRA/HSA/ STD/403B	607,495.31	
REC LOAN PRINCIPAL/INT EXPENSES	-	
TRANSFERS FROM RESTRICTED ACCOUNTS		
TRANSFERS TO RESTRICTED ACCOUNTS 0	-	
CREDIT CARD	73,021.86	
BANK FEES	-	
ACH VOUCHERS	5,539,402.49	
RETURN DEPOSITS	-	
GENERAL LEDGER BALANCE AT 09/30/26		10,409,654.13
	DIFFERENCE:	-

PREPARED BY: YOLANDA NUNEZ TITLE: Accountant II DATE: 10/09/2026

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 10/09/2026

Lili Solorio 10/09/2026

1026

COMMUNITY ACTION PARTNERSHIP OF KERN
HEADSTART ACCRUED VACATION*
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
September 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5941

BANK BALANCE ENDING:	**09/30/26**		**1,228,049.88**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**09/30/26**		**1,228,049.88**

BALANCE PER G/L	**08/31/26**		**1,228,029.69**
ADD: DEPOSITS		0.00	
INTEREST		20.19	
WAIVE FEE		0.00	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		0.00	
BALANCE PER G/L	**09/30/26**		**1,228,049.88**

DIFFERENCE: 0.00

* *This account changed name in March 2011 from "Discretionary Fund" to "Head Start Accrued Vacation".*

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 10/09/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 10/09/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
ELAN (CBB) VISA SUMMARY
STATEMENTS DATED September 1, 2026 - September 30, 2026

Cardholder	Position	Amount Charged
CAPK	Accounts Payable	$ 1,523.12
Catherine Anspach	Foundation Director of Development	2,492.27
Gloria Barbero	Administrator - EHS San Joaquin	4,132.29
Yolanda Gonzales	Director of Head Start/State Child Development Programs	2,382.46
Freddy Hernandez	Director of Youth and Community Services	5,576.56
Lisa McGranahan	Director of Human Resources	2,214.45
Jerry Meade	Assistant Director of Head Start/State Child Development Programs	11,676.15
Pritika Ram	Chief Business Development Officer	2,579.02
Jeremy Tobias	Chief Executive Officer	6,884.18
Emilio Wagner	Chief Facilities and Technology Officer	3,376.50
Tracy Webster	Chief Financial Officer	2,700.65
Rebecca Moreno	Director of Housing Support Services	8,999.46
Susana Magana	Director of Nutrition Services	2,788.07
Sabrina Jones	Administrator - 211	-
Veterans (VSS)	Veterans - Food Service	5,016.60
Energy	Energy - Team Cards - 5	2,710.29
Misc	Gas Cards - 49	7,927.95
	Total	$ 72,980.02

Cardholder Activity

Name: ACCOUNTS PAYABLE **Account Number:** **2037 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
09/08/2026 09/09/2026	FD *CA DMV VFC CLOVER.COM, CA	**$370.00** $370.00	USD	370.00	PAY VSS REGISTRATION RENEWAL FEE VEH 64-08
09/08/2026 09/09/2026	FD *CA DMV VFC *SVC CLOVER.COM, CA	**$7.40** $7.40	USD	7.40	ONLINE CHARGE TO PAY DMV REG FEE
09/14/2026 09/15/2026	FD *CA DMV VFC CLOVER.COM, CA	**$468.00** $468.00	USD	468.00	PAY PAST DUE REG RENEWAL DMV FEE FOR VSS VEH 64-09.
09/14/2026 09/15/2026	FD *CA DMV VFC *SVC CLOVER.COM, CA	**$9.36** $9.36	USD	9.36	ONLINE CHARGE TO PAY DMV REG FEES 64-09
09/15/2026 09/16/2026	SPECTRUM 855-707-7328, MO	**$175.41** $175.41	USD	175.41	PAY SPECTRUM ONLINE
09/16/2026 09/17/2026	SPECTRUM 855-707-7328, MO	**$215.41** $215.41	USD	215.41	PAY SPECTRUM ONLINE
09/17/2026 09/18/2026	SPECTRUM 855-707-7328, MO	**$214.00** $214.00	USD	214.00	PAY SPECTRUM ONLY
09/18/2026 09/21/2026	CITY OF DELANO-RECREAT 661-7213310, CA	**$79.00** $79.00	USD	79.00	PAY PAST DUE BUSINESS LICENSE FOR DELANO HEAD START
09/22/2026 09/24/2026	CITY OF DELANO-RECREAT DELANO, CA	**($75.00)** ($75.00)	USD	(75.00)	CREDIT FOR OVER CHARGE FOR BUSINESS LICENSES

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/22/2026	NEW SAMS.COM MEM#6279	**$59.54**	USD	59.54	
09/24/2026	800-966-6546, AR	$59.54			PAY FOR NEW SAM'S CLUB MEMBERSHIP TO PURCHASE AFFORDABLE DIAPERS FOR HEAD START PROGRAM

Activity Totals	Purchases	Payments
$1,523.12	$1,523.12	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1030

Cardholder Activity

Name: CATHERINE ANSPACH **Account Number:** **0997 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/28/2026 08/31/2026	HOBBY LOBBY #556 BAKERSFIELD, CA	**$196.58** $196.58	USD	196.58	Decorations for VSS Drive-Thru Fundraiser
08/28/2026 08/31/2026	RESTAURANT DEPOT BAKERSFIELD, CA	**$339.37** $339.37	USD	339.37	Food Supplies for VSS Drive-Thru Fundraiser
09/01/2026 09/02/2026	UBER *TRIP HELP.UBER.COM, CA	**$44.99** $44.99	USD	44.99	C.Anspach Uber from Airport to Hotel. (NCAP, ST Louis, MO) 8/31 to 9/5)
09/05/2026 09/07/2026	UBER *TRIP HELP.UBER.COM, CA	**$32.95** $32.95	USD	32.95	C.Anspach Uber from hotel to Airport. (NCAP, ST Louis, MO) 8/31 to 9/5)
09/05/2026 09/07/2026	HYATT REGENCY ST.LOUIS ST LOUIS, MO	**$996.55** $996.55	USD	996.55	C.Anspach hotel. (NCAP, ST Louis, MO) 8/31 to 9/5)
09/08/2026 09/09/2026	PYRENEES FRENCH BAKERY I 661-3227159, CA	**$675.61** $675.61	USD	675.61	Bread Rolls for VSS Drive-Thru Fundraiser
09/08/2026 09/09/2026	RESTAURANT DEPOT BAKERSFIELD, CA	**$119.05** $119.05	USD	119.05	Cups and Foil for VSS Drive-Thru Fundraise

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/09/2026 09/11/2026	FRESCO MEXICAN GRILL 661-3261977, CA	**$87.17** $87.17	USD	87.17	Food for Volunteers. VSS Drive-Thru Fundraiser

Activity Totals	Purchases	Payments
$2,492.27	$2,492.27	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1032

Account Number : 4807 9501 3467 0150
Unique ID: XXXX XXXX XXXX 0243
EMILIO WAGNER
Statement Date : 09-25-2026

elan

Account Summary

Previous Balance	$0.00	
Purchases and Other Charges	$3,376.50	
Cash Advances	$0.00	
Cash Advance Fees	$0.00	
Late Payment Charges	$0.00	
Credits	$0.00	CR
Payments	$0.00	PY
Total Activity	**$3,376.50**	
Disputed Amount	$0.00	

General Information

Total Activity $3,376.50

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD,
CALL CUSTOMER SERVICE **1-800-344-5696**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount	
08-27	08-26	2449216623910000 8615036	NEXDOCK* ND360 49890 NEXDOCK.COM CA	199.00	Nexphone purchase
08-27	08-26	2449216623910000 8644648	NEXDOCK* ND 49889 NEXDOCK.COM CA	268.61	Nexphone mobile device dock
09-09	09-09	2420429625200 1103959079	MICROSOFT-G182847798 701-2817490 WA	427.67	MS Azure 8/1-8/31/26
09-10	09-09	2401134625210009 5693484	MICROSOFT#G183250979 MICROSOFT.COM WA	1,777.84	MS Azure 8/1-8/31/26
09-21	09-19	2410829626210001 1407844	MINDBODY, INC. WWW.MINDBODYO CA	578.65	monthly subscription
09-23	09-22	2469216626540840 0365646	APPLE.COM/BILL 866-712-7753 CA	19.99	AppleCare for board room iPods
09-25	09-24	2403629626771228 7739569	SAN JOAQUIN VALLEY UNIFIE 559-230-6024 CA	102.00	SJV CK backup generator app fee
09-25	09-24	2403629626774428 7742202	PAYMENTUS CORP 980-272-3788 NC	2.74	SJV CK backup generator application service fee

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9501 3467 0150
Unique ID: XXXX XXXX XXXX 0243
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481067199679 S

EMILIO WAGNER
CAPK
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

This area intentionally left blank.

Cardholder Activity

Name: FHCC GAS CARD **Account Number:** **6442 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/01/2026 09/02/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$54.43** $54.43	USD	54.43
09/01/2026 09/02/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$71.03** $71.03	USD	71.03
09/01/2026 09/02/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$53.16** $53.16	USD	53.16

Activity Totals	Purchases	Payments
$178.62	$178.62	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1035

Cardholder Activity

Name: FOOD CARD CNTRL KITCHEN1 **Account Number:** **2000 **Cycle End Date:** Open

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1036

Cardholder Activity

Name: FREDDY HERNANDEZ **Account Number:** **5342 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026 08/26/2026	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	$650.00 $650.00	USD	650.00	2026 CapCAPA Annual Conference-Vipassana Chawla- 10/27-10/29/2026
08/27/2026 08/28/2026	DOLLAR TREE, INC. 877-530-8733, VA	$450.00 $450.00	USD	450.00	Emergency Food purchases for clients- Oasis FRC
08/27/2026 08/31/2026	ESA#8743 SAN RAMON BIS SAN RAMON, CA	$128.48 $128.48	USD	128.48	2026 Community Advocate Summit- Freddy Hernandez- 10/1-10/2/2026
08/28/2026 08/31/2026	CSUB 800-3398131, CA	$76.99 $76.99	USD	76.99	2026 CSUB Fall Fair- VITA
08/31/2026 09/02/2026	UNITED 0164727638505 UNITED.COM, TX	$50.00 $50.00	USD	50.00	2026 NCAP Convention- St. Louis, Mo.- 9/1-9/5/26- Eric Le Barbe
08/31/2026 09/02/2026	UNITED 0164727638506 UNITED.COM, TX	$50.00 $50.00	USD	50.00	2026 NCAP Convention- St. Louis, Mo.- 9/1-9/5/26- Anna Saavedra
09/03/2026 09/04/2026	SMART AND FINAL 326 BAKERSFIELD, CA	$45.92 $45.92	USD	45.92	Emergency Client incidentals for homeless clients- ekfrc
09/04/2026 09/07/2026	UNITED 0164728858121 UNITED.COM, TX	$50.00 $50.00	USD	50.00	2026 NCAP Convention- St. Louis, Mo.- 9/1-9/5/26- Eric Le Barbe

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/04/2026 09/07/2026	UNITED 0164728858122 UNITED.COM, TX	**$50.00** $50.00	USD	50.00	2026 NCAP Convention- St. Louis, Mo.- 9/1-9/5/26- Anna Saavedra
09/04/2026 09/10/2026	DRURY PLAZA ST LOUIS 314-2313003, MO	**($178.89)** ($178.89)	USD	(178.89)	Refund 9/3/26- 2026 NCAP Convention- St. Louis, Mo.- 9/1-9/5/26- Jacqueline Guerra
09/08/2026 09/09/2026	MANDATED REPORTER MANDATEDREPOR, CA	**$10.00** $10.00	USD	10.00	Mandated Reporter training- Ashley Anders
09/15/2026 09/17/2026	ABM SACRAMENTO SACRAMENTO, CA	**$10.00** $10.00	USD	10.00	CSD Energy Council Conference- Sacramento, Ca. - 9/16/2026- Freddy Hernandez
09/16/2026 09/18/2026	FOUR POINTS SACRAMENTO SACRAMENTO, CA	**$449.52** $449.52	USD	449.52	CSD Energy Council Meeting- Sacramento, Ca- 9/14-9/16, 2026- Freddy Hernandez
09/21/2026 09/22/2026	AMERICAN AIR0014210974424 FORT WORTH, TX	**$45.00** $45.00	USD	45.00	2026 Prosperity Now Regional Summit-VITACon- 10/6/2026- Minneapolis, MN. - Jacqueline Guerra/Sulema Garcia
09/21/2026 09/22/2026	AMERICAN AIR0014210974423 FORT WORTH, TX	**$45.00** $45.00	USD	45.00	2026 Prosperity Now Regional Summit-VITACon- 10/6/2026- Minneapolis, MN. - Jacqueline Guerra/Sulema Garcia
09/21/2026 09/22/2026	AMERICAN AIR0014210974426 FORT WORTH, TX	**$45.00** $45.00	USD	45.00	2026 Prosperity Now Regional Summit-VITACon- 10/6/2026- Minneapolis, MN. - Jacqueline Guerra/Sulema Garcia

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/21/2026 09/22/2026	AMERICAN AIR0014210974425 FORT WORTH, TX	**$45.00** $45.00	USD	45.00	2026 Prosperity Now Regional Summit-VITACon- 10/6/2026-Minneapolis, MN. - Jacqueline Guerra
09/21/2026 09/22/2026	AMERICAN AIR0012379094670 FORT WORTH, TX	**$925.79** $925.79	USD	925.79	2026 Prosperity Now Regional Summit-VITACon- 10/6/2026-Minneapolis, MN. - Jacqueline Guerra/Sulema Garcia
09/21/2026 09/22/2026	AMERICAN AIR0012379094671 FORT WORTH, TX	**$925.79** $925.79	USD	925.79	2026 Prosperity Now Regional Summit-VITACon- 10/6/2026-Minneapolis, MN. - Jacqueline Guerra/Sulema Garcia
09/22/2026 09/24/2026	RONALD REAGAN LIBRARY CAT 805-8236103, CA	**$675.68** $675.68	USD	675.68	CYA Field trip- FHCC 9/26/2026
09/22/2026 09/25/2026	FAIRFIELD INN & SUITES AUSTIN, TX	**$256.82** $256.82	USD	256.82	2026 RAISE Texas VITA Conference- Austin, Tx. 9/21-9/24/26-Jayshree Madeka
09/22/2026 09/25/2026	FAIRFIELD INN & SUITES AUSTIN, TX	**$256.82** $256.82	USD	256.82	2026 RAISE Texas VITA Conference- Austin, Tx. 9/21-9/24/26-Jacqueline Guerra
09/22/2026 09/25/2026	FAIRFIELD INN & SUITES AUSTIN, TX	**$256.82** $256.82	USD	256.82	2026 RAISE Texas VITA Conference- Austin, Tx. 9/21-9/24/26-Andrea Chavez

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/22/2026 09/25/2026	FAIRFIELD INN & SUITES AUSTIN, TX	$256.82 $256.82	USD	256.82	2026 RAISE Texas VITA Conference- Austin, Tx. 9/21-9/24/26- Sulema Garcia

Activity Totals	Purchases	Payments
$5,576.56	$5,576.56	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: GAS CARD CNTRL KITCHEN 1 **Account Number:** **6119 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1041

Cardholder Activity

Name: GAS CARD CNTRL KITCHEN 2 **Account Number:** **6127 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1042

Cardholder Activity

Name: GAS CARD CNTRL KITCHEN 3 **Account Number:** **6135 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1043

Cardholder Activity

Name: GAS CARD CNTRL KITCHEN 4 **Account Number:** **6150 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1044

Cardholder Activity

Name: GAS CARD CNTRL KITCHEN 5 **Account Number:** **0392 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1045

Cardholder Activity

Name: GAS CARD CNTRL KITCHEN 6 **Account Number:** **0426 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1046

Cardholder Activity

Name: GAS CARD COMMUNITY DEV **Account Number:** **7365 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/24/2026 09/25/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$87.00** $87.00	USD	87.00

Activity Totals	Purchases	Payments
$87.00	$87.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1047

Cardholder Activity

Name: GAS CARD CSFP 1 **Account Number:** **6390 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1048

Cardholder Activity

Name: GAS CARD CSFP 2 **Account Number:** **6408 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1049

Cardholder Activity

Name: GAS CARD EAST KERN FRC **Account Number:** **4107 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/01/2026 09/02/2026	OASIS TRAVEL STOP MOJAVE, CA	**$81.15** $81.15	USD	81.15

Activity Totals	Purchases	Payments
$81.15	$81.15	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1050

Cardholder Activity

Name: GAS CARD FOOD BANK 1 **Account Number:** **6333 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1051

Cardholder Activity

Name: GAS CARD FOOD BANK 2 **Account Number:** **6341 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1052

Cardholder Activity

Name: GAS CARD FOOD BANK 3 **Account Number:** **6358 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1053

Cardholder Activity

Name: GAS CARD FOOD BANK 4 **Account Number:** **6366 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1054

Cardholder Activity

Name: GAS CARD FOOD BANK 5 **Account Number:** **6374 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1055

Cardholder Activity

Name: GAS CARD HEAD START 1 **Account Number:** **9501 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1056

Cardholder Activity

Name: GAS CARD HEAD START 2 **Account Number:** **9519 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1057

Cardholder Activity

Name: GAS CARD HEAD START 3 **Account Number:** **9527 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1058

Cardholder Activity

Name: GAS CARD HEAD START 4 **Account Number:** **9535 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1059

Cardholder Activity

Name: GAS CARD HEAD START 5 **Account Number:** **9543 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1060

Cardholder Activity

Name: GAS CARD HEAD START 6 **Account Number:** **9550 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1061

Cardholder Activity

Name: GAS CARD HEAD START 7 **Account Number:** **9568 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1062

Cardholder Activity

Name: GAS CARD HEAD START 8 **Account Number:** **9576 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1063

Cardholder Activity

Name: GAS CARD HEAD START 9 **Account Number:** **0582 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1064

Cardholder Activity

Name: GAS CARD M STREET **Account Number:** **4131 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
08/26/2026 08/27/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$79.73** $79.73	USD	79.73
08/28/2026 08/31/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$82.56** $82.56	USD	82.56
08/31/2026 09/01/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$175.00** $175.00	USD	175.00
09/03/2026 09/04/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$80.05** $80.05	USD	80.05
09/09/2026 09/10/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$86.62** $86.62	USD	86.62
09/14/2026 09/16/2026	EXXON GOLDEN STATE FOO BAKERSFIELD, CA	**$169.19** $169.19	USD	169.19
09/15/2026 09/16/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$86.43** $86.43	USD	86.43
09/16/2026 09/18/2026	ARCO 905437 BAKERSFIELD, CA	**$35.97** $35.97	USD	35.97
09/16/2026 09/18/2026	ARCO 905437 BAKERSFIELD, CA	**$48.00** $48.00	USD	48.00

1065

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/18/2026 09/21/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$77.00** $77.00	USD	77.00
09/22/2026 09/23/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$74.80** $74.80	USD	74.80

Activity Totals	Purchases	Payments
$995.35	$995.35	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1066

Cardholder Activity

Name: GAS CARD MCAP 1 **Account Number:** **7407 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/03/2026 09/04/2026	EXXON OAK STREET MOBIL BAKERSFIELD, CA	**$40.23** $40.23	USD	40.23
09/19/2026 09/21/2026	357 FASTRIP FOOD STORE FRESNO, CA	**$71.03** $71.03	USD	71.03

Activity Totals	Purchases	Payments
$111.26	$111.26	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1067

Cardholder Activity

Name: GAS CARD MCAP 2 **Account Number:** **7415 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
08/31/2026 09/02/2026	ARCO 222174 BAKERSFIELD, CA	**$47.06** $47.06	USD	47.06

Activity Totals	Purchases	Payments
$47.06	$47.06	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1068

Cardholder Activity

Name: GAS CARD MCAP 3 **Account Number:** **7779 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
08/24/2026 08/26/2026	7-ELEVEN 93309 BAKERSFIELD, CA	**$80.35** $80.35	USD	80.35
08/27/2026 08/31/2026	772 FASTRIP FOOD STORE LAMONT, CA	**$48.96** $48.96	USD	48.96
09/01/2026 09/03/2026	7-ELEVEN 93309 BAKERSFIELD, CA	**$58.31** $58.31	USD	58.31
09/18/2026 09/21/2026	ARCO 904265 DELANO, CA	**$75.93** $75.93	USD	75.93

Activity Totals	Purchases	Payments
$263.55	$263.55	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1069

Cardholder Activity

Name: GAS CARD MCAP 4 **Account Number:** **7787 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/17/2026 09/21/2026	357 FASTRIP FOOD STORE FRESNO, CA	**$34.02** $34.02	USD	34.02
09/22/2026 09/24/2026	ARCO 908371 SELMA, CA	**$51.72** $51.72	USD	51.72

Activity Totals	Purchases	Payments
$85.74	$85.74	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1070

Cardholder Activity

Name: GAS CARD MCAP 5 **Account Number:** **7795 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
08/24/2026 08/26/2026	SHELL OIL13243185017 MC FARLAND, CA	**$57.58** $57.58	USD	57.58
09/08/2026 09/09/2026	76 - 76 BAKERSFIELD BAKERSFIELD, CA	**$46.10** $46.10	USD	46.10
09/24/2026 09/25/2026	CHEVRON 0378858 DELANO, CA	**$64.26** $64.26	USD	64.26

Activity Totals	Purchases	Payments
$167.94	$167.94	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1071

Cardholder Activity

Name: GAS CARD MCAP 6 **Account Number:** **7803 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/02/2026 09/03/2026	CHEVRON 0306180 TULARE, CA	**$47.00** $47.00	USD	47.00
09/16/2026 09/18/2026	ARCO 905741 BAKERSFIELD, CA	**$45.75** $45.75	USD	45.75
09/23/2026 09/24/2026	CHEVRON 0207792 DELANO, CA	**$60.21** $60.21	USD	60.21

Activity Totals	Purchases	Payments
$152.96	$152.96	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1072

Cardholder Activity

Name: GAS CARD MCAP 7 **Account Number:** **7811 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1073

Cardholder Activity

Name: GAS CARD MCAP 8 **Account Number:** **7829 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1074

Cardholder Activity

Name: GAS CARD MCAP 9 **Account Number:** **1242 **Cycle End Date:** Open

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1075

Cardholder Activity

Name: GAS CARD MCAP 10 **Account Number:** **1259 **Cycle End Date:** Open

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1076

Account Number : 4807 9500 0007 4099
Unique ID: XXXX XXXX XXXX 0147
GAS CARD OASIS FRC
Statement Date : 09-25-2026

elan

Account Summary

Previous Balance	$0.00
Purchases and Other Charges	$149.81
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$0.00 CR
Payments	$0.00 PY
Total Activity	**$149.81**
Disputed Amount	$0.00

General Information

Total Activity $149.81

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE**1-800-344-5696**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-15	09-14	24055226258895991924983	EASTRIDGE MARKET RIDGECREST CA	65.81
09-25	09-24	24801976268908101251695	BUTTERMILK ACRES RIDGECREST CA	84.00

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9500 0007 4099
Unique ID: XXXX XXXX XXXX 0147
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481067195855 S

GAS CARD OASIS FRC
COMMUNITY ACTION-PYSLC
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

This area intentionally left blank.

Cardholder Activity

Name: GAS CARD OPERATIONS 1 **Account Number:** **3025 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/10/2026 09/11/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$121.99** $121.99	USD	121.99
09/10/2026 09/11/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$142.00** $142.00	USD	142.00
09/10/2026 09/11/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$174.20** $174.20	USD	174.20
09/16/2026 09/17/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$175.00** $175.00	USD	175.00
09/16/2026 09/17/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$138.58** $138.58	USD	138.58
09/16/2026 09/17/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$150.00** $150.00	USD	150.00
09/16/2026 09/18/2026	ARCO 908537 BAKERSFIELD, CA	**$127.67** $127.67	USD	127.67
09/18/2026 09/21/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$178.53** $178.53	USD	178.53

1079

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/22/2026 09/24/2026	560 FASTRIP FOOD STORE BAKERSFIELD, CA	**$150.00** $150.00	USD	150.00

Activity Totals	Purchases	Payments
$1,357.97	$1,357.97	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1080

Cardholder Activity

Name: GAS CARD OPERATIONS 2 **Account Number:** **3033 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
08/29/2026 08/31/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$105.58** $105.58	USD	105.58
08/31/2026 09/01/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$147.97** $147.97	USD	147.97
09/01/2026 09/03/2026	ARCO 915862 SHAFTER, CA	**$11.38** $11.38	USD	11.38
09/03/2026 09/04/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$131.74** $131.74	USD	131.74
09/03/2026 09/04/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$48.49** $48.49	USD	48.49
09/08/2026 09/09/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$111.38** $111.38	USD	111.38
09/08/2026 09/09/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$106.02** $106.02	USD	106.02
09/08/2026 09/09/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$155.82** $155.82	USD	155.82
09/08/2026 09/10/2026	SHELL OIL 10013739007 BAKERSFIELD, CA	**$85.55** $85.55	USD	85.55

1081

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/10/2026 09/11/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$151.65** $151.65	USD	151.65

Activity Totals	Purchases	Payments
$1,055.58	$1,055.58	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1082

Cardholder Activity

Name: GAS CARD OPERATIONS 3 **Account Number:** **3041 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
08/26/2026 08/27/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$131.64** $131.64	USD	131.64
08/26/2026 08/28/2026	SHELL OIL12504836011 TEHACHAPI, CA	**$180.00** $180.00	USD	180.00
09/01/2026 09/02/2026	CHEVRON 0355920 BAKERSFIELD, CA	**$153.72** $153.72	USD	153.72
09/01/2026 09/02/2026	CIRCLEK#2709227 BAKERSFIELD, CA	**$120.00** $120.00	USD	120.00
09/03/2026 09/04/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$175.00** $175.00	USD	175.00
09/03/2026 09/04/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$148.64** $148.64	USD	148.64
09/04/2026 09/07/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$151.88** $151.88	USD	151.88
09/16/2026 09/17/2026	CHEVRON 0206365 TEHACHAPI, CA	**$161.03** $161.03	USD	161.03
09/17/2026 09/18/2026	CHEVRON 0377354 DELANO, CA	**$164.17** $164.17	USD	164.17

1083

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/18/2026 09/21/2026	CHEVRON 0209600 BAKERSFIELD, CA	**$138.07** $138.07	USD	138.07
09/21/2026 09/22/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$100.00** $100.00	USD	100.00
09/23/2026 09/24/2026	CHEVRON 0384945 BAKERSFIELD, CA	**$150.00** $150.00	USD	150.00
09/23/2026 09/25/2026	560 FASTRIP FOOD STORE BAKERSFIELD, CA	**$124.89** $124.89	USD	124.89
09/24/2026 09/25/2026	CIRCLEK#2709227 BAKERSFIELD, CA	**$186.70** $186.70	USD	186.70

Activity Totals	Purchases	Payments
$2,085.74	$2,085.74	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1084

Cardholder Activity

Name: GAS CARD OPERATIONS 4 **Account Number:** **6028 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1085

Cardholder Activity

Name: GAS CARD SAN JOAQUIN 1 **Account Number:** **6101 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/18/2026 09/21/2026	CHEVRON 0200764 STOCKTON, CA	**$68.29** $68.29	USD	68.29

Activity Totals	Purchases	Payments
$68.29	$68.29	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1086

Cardholder Activity

Name: GAS CARD WIC 1 **Account Number:** **7373 **Cycle End Date:** Open

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1087

Cardholder Activity

Name: GAS CARD WIC 2 **Account Number:** **7381 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1088

Cardholder Activity

Name: GAS CARD WIC 3 **Account Number:** **7399 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
09/08/2026 09/09/2026	CHEVRON 0099702 BAKERSFIELD, CA	**$41.84** $41.84	USD	41.84

Activity Totals	Purchases	Payments
$41.84	$41.84	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1089

Cardholder Activity

Name: GLORIA BARBERO **Account Number:** **2879 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
09/01/2026 09/03/2026	UNITED 0162135953120 UNITED.COM, TX	**$1,148.79** $1,148.79	USD	1,148.79	Flight ticket for Caritina Perez attending the 2026 National Home Visiting Summit Sept 29, 2026 6120-270026-1000-120-170-105
09/08/2026 09/10/2026	CITY OF STOCKTON 209-9378561, CA	**$192.72** $192.72	USD	192.72	236 W Fourth St. Stockton Fire Inspection Permit Fee. 6715-157026-1001-120-115-706
09/10/2026 09/11/2026	IDVILLE 616-291-5773, MI	**$879.00** $879.00	USD	879.00	ID badge Software - To create ID badges for new hires 6320-117000@58% 157026@42% - 1001-120-115-100
09/13/2026 09/15/2026	PB *ADVANCED MINI STORAGE 209-4664444, CA	**$294.00** $294.00	USD	294.00	Auto payment for Advance Mini Storage unit L005. 6205-117000-1001-120-165-100
09/14/2026 09/15/2026	PB *ADVANCED MINI STORAGE 209-4664444, CA	**$326.00** $326.00	USD	326.00	Auto payment for the Advance Mini Storage unit L004 6205-117000-1001-120-165-100
09/17/2026 09/18/2026	SMORE.COM SMORE.COM, MS	**$179.00** $179.00	USD	179.00	Annual renewal subscription 6320-117000-1001-120-115-107
09/22/2026 09/23/2026	AMERICAN AIR0012379382361 FORT WORTH, TX	**$486.40** $486.40	USD	486.40	Flight ticket for Denis Cooper attending the Zero to three learn conference Portland, OR. Oct 27-29,2026 6120-117000-1002-120-155-107
09/23/2026 09/23/2026	AMERICAN AIR0012379447627 FORT WORTH, TX	**$506.39** $506.39	USD	506.39	Flight ticket for Patricia Mexicano attending the Zero to three learn conference Portland, OR. Oct 27-29,2026 6120-117000-1002-120-155-107

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/23/2026	CANVA* I05013-47406340	**$119.99**	USD	119.99	Annual renewal subscription 6320-117000-1001-120-115-107
09/24/2026	CANVA.COM, TX	$119.99			

Activity Totals	Purchases	Payments
$4,132.29	$4,132.29	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Account Number : 4807 9510 0000 8558
Unique ID: XXXX XXXX XXXX 2222
JEREMY T TOBIAS
Statement Date : 09-25-2026

elan

Account Summary

Previous Balance	$0.00
Purchases and Other Charges	$6,940.98
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$56.80 CR
Payments	$0.00 PY
Total Activity	**$6,884.18**
Disputed Amount	$0.00

General Information

Total Activity $6,884.18

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE **1-800-344-5696**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-27	08-26	24036296238718490026146	EZCATER*FLAME SKEWERS 800-488-1803 MA	571.70
08-31	08-29	24055226242877908014255	MARGARITAVILLE LAKE TAHO SOUTH LAKE TA CA	586.96
			602201 ARRIVAL:10-26-26	
08-31	08-29	24692166242405734029557	SQ *ST. LOUIS AIRPORT TAX OLIVETTE MO	70.44
09-02	08-31	24943006244497184100783	HYATT REGENCY ST.LOUIS ST LOUIS MO	455.22
			52931676 ARRIVAL:08-29-26	
09-03	09-02	24071056245939137862173	MISTER CAR WASH #1006 866-2543229 CA	32.99
09-04	09-02	24692166246409864599161	TST*KATIES PIZZA BPV BOSTON MO	387.82
09-07	09-04	24011346247100149836418	NNA SERVICES LLC WWW.NATIONALN CA	954.11
09-07	09-04	24692166247401229713842	SQ *TAXI SERVICE SAINT ANN MO	64.68
09-07	09-05	24717056249172492301910	JIM BURKE FORD BAKERSFIELD CA	755.18
09-07	09-04	24755426248262485899415	HILTON HOTELS SAINT LOUIS MO	753.76
			90442869 ARRIVAL:09-01-26	
09-07	09-05	24755426249162498276677	HILTON HOTELS SAINT LOUIS MO	1,301.93
			00838310 ARRIVAL:09-01-26	
09-11	09-09	24316056253890589303493	SHELL OIL12822045014 BAKERSFIELD CA	91.06
09-14	09-11	24000976256383602360622	MONTEREY PLAZA HOTEL MONTEREY CA	56.80
			0000000673 ARRIVAL:09-09-26	
09-14	09-11	24692166254408115914905	CHEVRON 0098013 PASO ROBLES CA	63.36
09-17	09-11	74000976259404500141450	MONTEREY PLAZA HOTEL 831-6461700 CA	56.80 CR

(New Activity continued on next page)

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9510 0000 8558
Unique ID: XXXX XXXX XXXX 2222
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481067201921 S

JEREMY T TOBIAS
CAPK
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

JEREMY T TOBIAS
Account Number : 4807 9510 0000 8558
Unique ID: XXXX XXXX XXXX 2222
Statement Date : 09-25-2026

New Activity - Continued

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-21	09-19	24493986262253910068628	CA APARTMENT ASSOC 916-447-7881 CA	699.00
09-22	09-21	24692166264407699635538	EXXON VERDUGO MARKET 9 BAKERSFIELD CA	95.97

Cardholder Activity

Name: JEREMY T TOBIAS **Account Number: **8558**

Statement Date: 9/25/2026

Transaction Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Explanation of Expense
08/26/26	EzCater	**$571.70**	Board Meeting Lunch on 8/26/26
08/29/2026	Margaritaville Lake Tahoe	**$586.96**	Hotel Deposit fee for Board Member M. Jimenez - CalCAPA Conference in S. Lake Tahoe from 10/26/26 - 10/30/26
08/29/2026	St. Louis Airport Taxi	**$70.44**	Taxi Fee for J. Tobias - Transportation from airport to hotel on in St. Louis, MO on 8/29/26 for NCAP Conv. From 8/29/26 - 9/4/26
08/31/2026	Hyatt Regency St. Louis	**$455.22**	Hotel fee for J. Tobias in St. Louis, MO - NCAP Conv. From 8/29/26 - 9/4/26. (Receipt is for personal days charged to agency cc in error. Business days were charged to personal cc and was reconciled on Travel Liquidation form)
09/02/2026	Mister Car Wash	**$32.99**	Monthly Car Wash fee for CEO's agency vehicle
09/02/2026	Katies Pizza	**$387.82**	Dinner receipt for group dinner in St. Louis, MO (Staff and Board Members attending NCAP Conv.). Attendee list was attached to receipt
09/04/2026	NNA Services	**$954.11**	Training and Notary supplies for new Executive Assistant, Kim Simmonds
09/04/2026	Taxi Service St. Louis	**$64.68**	Taxi Fee for J. Tobias - Transportation from hotel to airportl on in St. Louis, MO on 9/4/26 for NCAP Conv. From 8/29/26 - 9/4/26
09/05/2026	Jim Burke Ford	**$755.18**	Vehicle service and repair for CEO's agency vehicle.
09/04/2026	Hilton Hotels St. Louis	**$753.76**	Hotel fee for Board Member G. Martinez for the NCAP Conv. In St. Louis, MO from 9/1/26 - 9/4/26
09/05/2026	Hilton Hotels St. Louis	**$1301.93**	Hotel fee for Board Member G. Lizarraga for the NCAP Conv. In St. Louis, MO from 9/1/26 - 9/5/26
09/09/2026	Shell Oil	**$91.06**	Gasoline for CEO's Agency Vehicle
09/11/2026	Monterey Plaza Hotel	**$56.80**	Parking fee for J. Tobias was charged to agency cc in error. J. Tobias was attending CalCAPA Board Retreat and all charges were to be charged to CalCAPA. A refund was requested.
09/11/2026	Chevron	**$63.36**	Gasoline for CEO's Agency Vehicle
09/11/2026	Monterey Plaza Hotel	**-$56.80**	Refund for parking fee for J. Tobias in Monterey, CA. See above.
09/19/2026	CA Apartment Association	**$699.00**	Training fee for S. Elias to attend Property Management training.

09/21/2026	Exxon	**$95.97**	Gasoline for CEO's Agency Vehicle
		$6,884.18	**Total Expenses for Statement Date of 9/25/2026**

Cardholder Activity

Name: JERRY MEADE **Account Number:** **9143 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026 08/27/2026	SOUTHWES 5264346074810 800-435-9792, TX	**($28.00)** ($28.00)	USD	(28.00)	Southwest Airlines provided a refund back to the card for a charge mistakenly made for a seat upgrade for staff attending the PAT Conference October 5th - 8th. Professional Development Staff requested the charge be removes as upgrades are not allowable cost.
08/27/2026 08/31/2026	HILTON HOTEL SAN DIEGO SAN DIEGO, CA	**$712.94** $712.94	USD	712.94	Hotel Accommodatins for Assistant Director who attended the Fathers for Families Leadership Summit in San Diego, CA August 24th -27th 2026.
09/01/2026 09/03/2026	HLT WAIKOLOA VLG SERTIFI 808-8861234, HI	**$1,840.03** $1,840.03	USD	1,840.03	Remaining balance for Hotel accommodations for staff attending the Head Start West Family Engagement Conference October 12th -16th, 2026. in Kona, HI. We wanted to pre pay the Hotel in full prior to arrival to keep the Agency card with availilble funds as we have several staff attending three conferences in October and wanted to not exhast the availible balance.
09/02/2026 09/03/2026	LUIGIS RESTAURANT BAKERSFIELD, CA	**$500.00** $500.00	USD	500.00	Deposit for venue reservation for the Head Start Staff Development Event Scheduled for December 9th, 2026.
09/15/2026 09/16/2026	AMERICAN AIR0012377455340 FORT WORTH, TX	**$329.19** $329.19	USD	329.19	One way flight to conference for Assistant Director attending the Head Start West Family Engagement Conference October 12th - 16th, 2026 in Kona, HI
09/15/2026 09/16/2026	AMERICAN AIR0012377455341 FORT WORTH, TX	**$329.19** $329.19	USD	329.19	One way flight to confrence for Administrative Coordinator attending the Head Start West Family Engagement Conference October 12th - 16th 2026 in Kona, HI
09/15/2026 09/17/2026	ALASKA AIR 0272159421735 SEATTLE, WA	**$443.10** $443.10	USD	443.10	Returning flight for Assitant Director attending the Head Start West Family Engagement Conference October 12th - 16th 2026 in Kona, HI
09/15/2026 09/17/2026	ALASKA AIR 0272159421736 SEATTLE, WA	**$443.10** $443.10	USD	443.10	Returning flight for Administrative Coordinator attending the Head Start West Family Engagement Conference October 12th - 16th 2026 in Kona, HI

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/18/2026 09/21/2026	ALASKA AIR 0272159830370 SEATTLE, WA	**$493.34** $493.34	USD	493.34	Returning flight for Professional Development Manager attending the Head Start West Family Engagement Conference October 12th - 16th, 2026 in Kona, HI
09/19/2026 09/21/2026	AMERICAN AIR0012378367765 FORT WORTH, TX	**$309.18** $309.18	USD	309.18	One way flight to conference for Professional Development Manager attending the Head Start West Family Engagement Conference October 12th - 16th, 2026 in Kona, HI
09/19/2026 09/21/2026	HILTON WAIKOLOA 808-8861234, HI	**$378.72** $378.72	USD	378.72	Hotel Accommodations for Professional Developmet Manager to attend the Family Engagement Conference to be held October 12th - 16th, 2026 in Kona HI
09/20/2026 09/22/2026	DELTA HOTELS BY MARRIO ONTARIO, CA	**$731.40** $731.40	USD	731.40	Hotel accommodations for the Support Services Manager who attended the Head Start California Wellness Symposiym September 21st - 23rd, 2026 in Ontario, CA
09/21/2026 09/22/2026	QR-CODE-GENERAT OR.COM QR-CODE-GENER, NY	**$119.88** $119.88	USD	119.88	Annual subscription for QR code for Head Start Enrollment and Attendance.
09/21/2026 09/22/2026	AMERICAN AIR0012379040175 FORT WORTH, TX	**$330.10** $330.10	USD	330.10	Flight to conference for Education Manager to attend the Head Start West Family Engagement Conference October 12th - 16th,2026 In Kona, HI
09/21/2026 09/22/2026	DELTA HOTELS BY MARRIO ONTARIO, CA	**$731.40** $731.40	USD	731.40	Hotel accommodations for the Intervention Supervisor who attended the Head Start California Wellness Symposium September 21st - 23rd, 2026 In Ontario, CA
09/21/2026 09/23/2026	ALASKA AIR 0272160080334 SEATTLE, WA	**$632.28** $632.28	USD	632.28	Returning flight for Education Manager attending the Head Start West Family Engagement Conference October 12th - 16th, 2026 in Kona, HI

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/22/2026 09/23/2026	AMERICAN AIR0012379347922 FORT WORTH, TX	**$581.80** $581.80	USD	581.80	Flight for Program Manager attending the Zero to Three Conference October 27th - 29th, 2026 in Portland, OR.
09/22/2026 09/23/2026	AMERICAN AIR0012379353326 FORT WORTH, TX	**$581.80** $581.80	USD	581.80	Flight for Partnership Manager attending the Zero to Three Conference October 27th - 29th, 2026 in Portland, OR.
09/22/2026 09/23/2026	AMERICAN AIR0012379356815 FORT WORTH, TX	**$581.80** $581.80	USD	581.80	Flight for Program Manager attending the Zero to Three Conference October 27th - 29th, 2026 in Portland, OR.
09/22/2026 09/23/2026	AMERICAN AIR0012379391489 FORT WORTH, TX	**$581.80** $581.80	USD	581.80	Flight for Curriculum Specialist attending the Zero to Three Conference October 27th - 29th, 2026 in Portland, OR.
09/22/2026 09/23/2026	DELTA AIR 0062466320249 800-2211212, CA	**$193.40** $193.40	USD	193.40	Flight for Partnership Coordinator attending the Zero to Three Conference October 27th - 29th 2026, in Portland,OR.
09/22/2026 09/23/2026	AMERICAN AI 0012379366572 UNITED STATES, AZ	**$581.80** $581.80	USD	581.80	Flight for Curriculum Specialist attending the Zero to Three Conference October 27th - 29th, 2026 in Portland, OR.

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/23/2026 09/23/2026	AMERICAN AIR0012379459458 FORT WORTH, TX	**$277.90** $277.90	USD	277.90	Returning flight for Partnership Coordinator attending the Zero to Three Conference October 27th - 29th, 2026 in Portland, OR.

Activity Totals	Purchases	Payments
$11,676.15	$11,676.15	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: LISA MC GRANAHAN **Account Number: **7461**
Cycle End Date: 9/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Explanation of Expense
09/01/26	Margaritaville Resort	**$586.96**	Out of Town Travel
09/03/2026	CAPK	**$400.00**	Personnel Committee Lunch 9/9/2026
09/08/2026	Door Dash	**23.66**	Personnel Committee Lunch 9/9/2026
09/10/2026	Biometrics4All	**30.00**	Relay Fees for New Hire Fingerprints
09/15/2026	Safety Holdings	**1,173.83**	Driving Monitoring Service
		$2,214.45	**Total Expenses for Cycle with End Date of 9/25/2026**

Account Number : 4807 9501 2963 7461
Unique ID: XXXX XXXX XXXX 0236
LISA MCGRANAHAN
Statement Date : 09-25-2026

elan

Account Summary

Previous Balance	$0.00
Purchases and Other Charges	$2,214.45
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$0.00 CR
Payments	$0.00 PY
Total Activity	**$2,214.45**
Disputed Amount	$0.00

General Information

Total Activity $2,214.45

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE**1-800-344-5696**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-03	09-01	24055226245881402243466	MARGARITAVILLE LAKE TAHO SOUTH LAKE TA CA 603952 ARRIVAL:10-26-26	586.96
09-04	09-03	24906416246266316943319	QGV*COMMUNITY ACTION PART 661-3365236 CA	400.00
09-10	09-09	24011346252100088753394	DD *DOORDASH HUMMUSEXP DOORDASH.COM CA	23.66
09-11	09-10	24755426253292537530231	BIOMETRICS4ALL 714-5689888 CA	30.00
09-16	09-15	24906416258267221199471	SAFETY HOLDINGS 888-9472622 NM	1,173.83

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9501 2963 7461
Unique ID: XXXX XXXX XXXX 0236
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481067199453 S

LISA MCGRANAHAN
CAPK
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

This area intentionally left blank.

Cardholder Activity

Name: PRITIKA RAM **Account Number:** **2500 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/26/2026 08/26/2026	FACEBK *V5T66Z5U52 650-5434800, DE	**$80.00** $80.00	USD	80.00	Social Media Campaign for WIC - Outreach
08/26/2026 08/27/2026	SJVHC.ORG WWW.SJVHC.ORG, CA	**$743.06** $743.06	USD	743.06	Registration for Pritika Ram and Theresa Martinez. Affordable Housing Summit in Fresno, CA on 9/10/26.
08/26/2026 08/27/2026	ACCESS PLUS CAPITAL WWW.ACCESSPLU, CA	**$107.40** $107.40	USD	107.40	Registration for PRam - Attend SCALE Success Summit in Fresno on 9/17/26.
08/27/2026 08/27/2026	FACEBK *8R7XTZHU52 650-5434800, DE	**$80.00** $80.00	USD	80.00	Social Media Campaign for WIC - Outreach
08/27/2026 08/28/2026	FACEBK *KY66Z2NT54 650-543-7818, CA	**$0.20** $0.20	USD	0.20	Social Media Campaign for WIC - Outreach
08/27/2026 08/28/2026	FACEBK *WRT7EZ5U52 WILMINGTON, DE	**$27.19** $27.19	USD	27.19	Social Media Campaign for WIC - Outreach
09/05/2026 09/07/2026	HILTON HOTELS 314-4360002, MO	**$1,162.82** $1,162.82	USD	1,162.82	Hotel stay for Brandon Nguyen, NCAP Conference St. Louis, MO 9/1/26-9/5/26
09/16/2026 09/17/2026	EZCATER*WEST COAST SOU 800-488-1803, MA	**$254.15** $254.15	USD	254.15	Lunch for PRE Committee Meeting on 9/16/26

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/19/2026 09/21/2026	SQ *ANGEL FOOD DONUTS BAKERSFIELD, CA	**$124.20** $124.20	USD	124.20	Donuts for the Food Bank volunteers for Hunger Action Month Box Building Day

Activity Totals	Purchases	Payments
$2,579.02	$2,579.02	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: REBECCA MORENO **Account Number:** **9741 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/26/2026 08/27/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**$43.00** $43.00	USD	43.00	Rental application fee for VSS client family member
08/26/2026 08/27/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**$43.00** $43.00	USD	43.00	Rental application fee for VSS client family member
08/26/2026 08/27/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**$43.00** $43.00	USD	43.00	Rental application fee for VSS client family member
08/26/2026 08/31/2026	A NIGHTS INN 760-6772508, CA	**$420.00** $420.00	USD	420.00	Motel for VSS client
08/27/2026 08/28/2026	SJVHC.ORG WWW.SJVHC.ORG, CA	**$371.53** $371.53	USD	371.53	Registration fee for SJV Housing Coalition Conference for Rebecca Moreno
08/28/2026 08/31/2026	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	**$650.00** $650.00	USD	650.00	Registration fee for Raul Jimenez to attend CalCAPA Conference October 27-30, 2026
08/28/2026 08/31/2026	A NIGHTS INN 760-6772508, CA	**$420.00** $420.00	USD	420.00	Motel for VSS client
09/01/2026 09/02/2026	APF*LOCATOR REAL ESTATE C 661-6333900, CA	**$60.00** $60.00	USD	60.00	Rental application fee for VSS client

1105

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
09/01/2026 09/02/2026	APF*LOCATOR REAL ESTATE C 661-6333900, CA	**$60.00** $60.00	USD	60.00	Rental application fee for VSS client
09/03/2026 09/03/2026	PUBLIC STORAGE 30042 800-567-0759, CA	**$301.40** $301.40	USD	301.40	Storage unit for Housing and Supportive Services
09/04/2026 09/07/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**($43.00)** ($43.00)	USD	(43.00)	Credit for rental application for VSS client family member
09/04/2026 09/07/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**($43.00)** ($43.00)	USD	(43.00)	Credit for rental application for VSS client family member
09/04/2026 09/07/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**($43.00)** ($43.00)	USD	(43.00)	Credit for rental application for VSS client family member
09/04/2026 09/07/2026	APF*PERFORMANCE PROPERTY 661-8479396, CA	**($43.00)** ($43.00)	USD	(43.00)	Credit for rental application for VSS client family member
09/04/2026 09/07/2026	A NIGHTS INN 760-6772508, CA	**$420.00** $420.00	USD	420.00	Motel for VSS client
09/04/2026 09/07/2026	HYATT REGENCY ST.LOUIS 3146551234, MO	**$597.93** $597.93	USD	597.93	Hotel for Narciso Vega while attending NCAP Conf in St. Louis, MO; this cost was coded to Community Development as Narciso was the staff development day winner of attending this conference.

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/05/2026 09/07/2026	PPY*DERRELS MINI STORAGE, 949-8944500, CA	**$1,100.00** $1,100.00	USD	1,100.00	Storage unit for Housing and Supportive Services
09/10/2026 09/11/2026	ALAMEDACNTYCLER KRECORDER 510-2726362, CA	**$36.00** $36.00	USD	36.00	Order of VSS client birth certificate
09/10/2026 09/11/2026	ALMDCNTYCLRKRCR DFEE 855-8726632, UT	**$2.00** $2.00	USD	2.00	Handling fee for order of VSS client birth certificate
09/10/2026 09/14/2026	PY *US STORAGE CENTERS - 949-748-5900, CA	**$52.00** $52.00	USD	52.00	Storage unit for VSS client
09/11/2026 09/14/2026	A NIGHTS INN 760-6772508, CA	**$420.00** $420.00	USD	420.00	Motel for VSS client
09/11/2026 09/14/2026	DOUBLETREE HOTEL FRESNO FRESNO, CA	**$516.16** $516.16	USD	516.16	Hotel for R. Moreno while attending SJV Affordable Housing Summit in Fresno, CA
09/16/2026 09/18/2026	MARRIOTT DENVER TECH C DENVER, CO	**$497.72** $497.72	USD	497.72	Hotel for B. Cisneros while attending SSVF Health Care Navigator Conference in Denver, CO
09/16/2026 09/18/2026	MARRIOTT DENVER TECH C DENVER, CO	**$497.72** $497.72	USD	497.72	Hotel for A. Andersen while attending SSVF Health Care Navigator Conference in Denver, CO
09/18/2026 09/21/2026	A NIGHTS INN 760-6772508, CA	**$420.00** $420.00	USD	420.00	Motel for VSS client

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Laurie Hughely
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Andrew Dominguez
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Albert Garza
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Joseph Aguilar
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Marlene Ruiz
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Gloria Nevel
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Veronica Ramos
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Carla Nieto
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Raul Jimenez
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Tiffany Williams

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/23/2026 09/24/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$200.00** $200.00	USD	200.00	When Communication Breaks Down webinar for Anita Andersen

Activity Totals	Purchases	Payments
$8,999.46	$8,999.46	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: SABRINA JONES-ROBERTS **Account Number:** **6725 **Cycle End Date:** 09/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1110

Cardholder Activity

Name: SUSANA MAGANA **Account Number:** **4027 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/26/2026 08/27/2026	QR.IO GENERATOR QR.IO, OR	**$350.00** $350.00	USD	350.00	QR Code Generator for WIC
08/29/2026 08/31/2026	TEXTEDLY TEXTEDLY.COM, CA	**$317.00** $317.00	USD	317.00	Monthly text service subscription for CSFP
08/31/2026 09/01/2026	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	**$36.54** $36.54	USD	36.54	Purchase of Special Diet Foods/Milks/Supplies
08/31/2026 09/01/2026	WWW.CVS.COM 800-746-7287, RI	**$14.06** $14.06	USD	14.06	Program Print for Lobby in Madera Satellite Office
09/01/2026 09/02/2026	WALMART.COM 800-925-6278, AR	**$85.60** $85.60	USD	85.60	Purchase of Special Diet Foods/Milk/Supplies
09/04/2026 09/07/2026	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	**$63.48** $63.48	USD	63.48	Purchase of Special Diet Foods/Milks/Supplies
09/11/2026 09/14/2026	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	**$84.56** $84.56	USD	84.56	Purchase of Special Diet Foods/Milks/Supplies
09/11/2026 09/14/2026	DOUBLETREE BAKERSFIELD BAKERSFIELD, CA	**$444.39** $444.39	USD	444.39	Hotel for Linda Lopez while attending training in Bakersfield

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/13/2026 09/15/2026	LAKEHOUSE HOTEL & RESORT 7607440210, CA	**$161.21** $161.21	USD	161.21	Deposit for hotel for Kelly Lowery while attending CAFB Fall Fly In, San Diego, CA September 14-16, 2026
09/14/2026 09/15/2026	TARGET T-2524 BAKERSFIELD, CA	**$312.72** $312.72	USD	312.72	Purchase of Special Diet Foods/Milk/Supplies
09/14/2026 09/16/2026	TARGET T-2524 BAKERSFIELD, CA	**($312.72)** ($312.72)	USD	(312.72)	Purchase of Special Diet Foods/Milk/Supplies returned and credited
09/15/2026 09/17/2026	WM SUPERCENTER #1624 BAKERSFIELD, CA	**$113.70** $113.70	USD	113.70	Purchase of Special Diet Foods/Milk/Supplies
09/16/2026 09/17/2026	USPS PO BOXES ONLINE 800-344-7779, DC	**$236.00** $236.00	USD	236.00	Annual fee for post office boxes MCAP
09/17/2026 09/21/2026	LAKEHOUSE HOTEL & RESORT 7607440210, CA	**$204.41** $204.41	USD	204.41	Hotel cost for Kelly Lowery while attending CAFB Fall Fly In, San Diego, CA September 14-16, 2026
09/18/2026 09/21/2026	HOTELBOOKING*SERVFEE 8007279059, UT	**$17.99** $17.99	USD	17.99	Booking fee for rooms at Ramada Inn Bakersfield for Bertoldo Zaragoza and Alfonso Morales
09/19/2026 09/21/2026	EZCATER*FIREHOUSE SUBS 800-488-1803, MA	**$230.01** $230.01	USD	230.01	EZ Cater cost for Community Box Build Lunch meeting at Food Bank
09/19/2026 09/21/2026	RESDESK*RAMADA LIMITED 800-774-2354, CT	**$320.16** $320.16	USD	320.16	Hotel for room for Bertoldo Zaragoza and Alfonso Morales while attending training in Bakersfield

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/23/2026 09/24/2026	WALMART.COM 800-925-6278, AR	**$108.96** $108.96	USD	108.96	Purchase of Special Diet Foods/Milk/Supplies

Activity Totals	Purchases	Payments
$2,788.07	$2,788.07	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TEAM 1 ENERGY **Account Number:** **7425 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/24/2026 08/26/2026	THE HOME DEPOT #1060 BAKERSFIELD, CA	**$27.09** $27.09	USD	27.09	WX- Emergency purchase Supply DOEIIJA22-156 08/24/2026
08/27/2026 08/28/2026	EXXON H & G CORNER MAR BAKERSFIELD, CA	**$136.63** $136.63	USD	136.63	WX- GASOINE FOR VEHICLE 24-32 8/27/2026
09/17/2026 09/18/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$48.69** $48.69	USD	48.69	WX- GASOINE FOR VEHICLE 24-33 09/17/2026
09/21/2026 09/22/2026	HIGH DSRT TVHDW HOME CTR RIDGECREST, CA	**$8.73** $8.73	USD	8.73	WX- Emergency purchase Supply DOEIIJA22-186 09/21/2026
09/21/2026 09/22/2026	CHEVRON 0355920 BAKERSFIELD, CA	**$146.01** $146.01	USD	146.01	WX- GASOINE FOR VEHICLE 24-18 09/21/2026
09/22/2026 09/24/2026	THE HOME DEPOT #1064 BAKERSFIELD, CA	**$1.06** $1.06	USD	1.06	WX- Emergency purchase Inventory DOEIIJA22-191 09/22/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/24/2026 09/25/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$60.83** $60.83	USD	60.83	WX- GASOINE FOR VEHICLE 24-34 09/24/2026

Activity Totals	Purchases	Payments
$429.04	$429.04	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TEAM 2 ENERGY **Account Number:** **7433 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
09/03/2026 09/04/2026	CHEVRON 0301624 BAKERSFIELD, CA	**$148.47** $148.47	USD	148.47	WX- GASOINE FOR VEHICLE 24-28 09/03/2026
09/08/2026 09/09/2026	CHEVRON 0355920 BAKERSFIELD, CA	**$175.00** $175.00	USD	175.00	WX- GASOINE FOR VEHICLE 24-18 09/08/2026
09/10/2026 09/14/2026	THE HOME DEPOT #1064 BAKERSFIELD, CA	**$2.68** $2.68	USD	2.68	WX- Emergency purchase Inventory DOEIIJA22-188 09/10/2026
09/21/2026 09/22/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$154.38** $154.38	USD	154.38	WX- GASOINE FOR VEHICLE 24-31 09/21/2026

Activity Totals	Purchases	Payments
$480.53	$480.53	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1116

Cardholder Activity

Name: TEAM 3 ENERGY **Account Number:** **7441 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount
08/27/2026 08/28/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$119.97** $119.97	USD	119.97
09/04/2026 09/07/2026	EXXON H & G CORNER MAR BAKERSFIELD, CA	**$141.65** $141.65	USD	141.65

Activity Totals	Purchases	Payments
$261.62	$261.62	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1117

Cardholder Activity

Name: TEAM 4 ENERGY **Account Number:** **4149 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026 08/26/2026	LOVE'S #0392 OUTSIDE TEHACHAPI, CA	**$81.35** $81.35	USD	81.35	WX- GASOINE FOR VEHICLE 24-26 08/25/2026
08/28/2026 08/31/2026	THE HOME DEPOT #1060 BAKERSFIELD, CA	**$106.04** $106.04	USD	106.04	WX- Emergency purchase Inventory DOEIIJA22-156 08/28/2026
09/01/2026 09/02/2026	PILOT_01094 TEHACHAPI, CA	**$53.91** $53.91	USD	53.91	WX- GASOINE FOR VEHICLE 24-33 09/01/2026
09/02/2026 09/03/2026	CHEVRON 0355920 BAKERSFIELD, CA	**$134.96** $134.96	USD	134.96	WX- GASOINE FOR VEHICLE 24-26 09/02/2026
09/03/2026 09/04/2026	CHEVRON 0355920 BAKERSFIELD, CA	**$137.97** $137.97	USD	137.97	WX- GASOINE FOR VEHICLE 24-17 09/03/2026
09/11/2026 09/14/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$128.55** $128.55	USD	128.55	WX- GASOINE FOR VEHICLE 24-36 09/11/2026
09/15/2026 09/16/2026	CHEVRON 0382137 SACRAMENTO, CA	**$66.15** $66.15	USD	66.15	WX- GASOINE FOR VEHICLE 24-35 9/15/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/24/2026 09/25/2026	CHEVRON 0090705 BAKERSFIELD, CA	**$171.89** $171.89	USD	171.89	WX- GASOINE FOR VEHICLE 24-17 09/24/2026

Activity Totals	Purchases	Payments
$880.82	$880.82	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TEAM 5 ENERGY **Account Number:** **4156 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026 08/26/2026	CHEVRON 0203080 INYOKERN, CA	**$112.09** $112.09	USD	112.09	WX- GASOINE FOR VEHICLE 24-31 08/25/2026
08/27/2026 08/31/2026	ARCO 909655 BAKERSFIELD, CA	**$64.82** $64.82	USD	64.82	WX- GASOINE FOR VEHICLE 24-34 08/27/2026
09/02/2026 09/04/2026	THE HOME DEPOT #1060 BAKERSFIELD, CA	**$75.75** $75.75	USD	75.75	WX- Emergency purchase Inventory TCC25-007 09/02/2026
09/03/2026 09/04/2026	FLOYDS GEN HARDWARE 105 BAKERSFIELD, CA	**$7.56** $7.56	USD	7.56	WX- Emergency purchase Supply TCC25-007 09/03/2026
09/09/2026 09/10/2026	CHEVRON 0306871 MOJAVE, CA	**$78.29** $78.29	USD	78.29	WX- GASOINE FOR VEHICLE 24-33 09/092026
09/10/2026 09/11/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$149.90** $149.90	USD	149.90	WX- GASOINE FOR VEHICLE 24-31 09/10/2026
09/11/2026 09/14/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$81.00** $81.00	USD	81.00	WX- GASOINE FOR VEHICLE 24-35 09/11/2026
09/16/2026 09/18/2026	THE HOME DEPOT #1060 BAKERSFIELD, CA	**$73.76** $73.76	USD	73.76	WX- Emergency purchase Supply DOEIIJA22-186 09/16/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/23/2026 09/25/2026	THE HOME DEPOT #1050 BAKERSFIELD, CA	**$15.11** $15.11	USD	15.11	WX- Emergency purchase Inventory DOEIIJA22-185 09/23/2026

Activity Totals	Purchases	Payments
$658.28	$658.28	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TRACY WEBSTER **Account Number:** **9950 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026 08/26/2026	GUESTRS*DOUBLETREE 8004683578, TX	**($355.20)** ($355.20)	USD	(355.20)	Refund for canceled reservation
08/25/2026 08/26/2026	SJVHC.ORG WWW.SJVHC.ORG, CA	**$371.53** $371.53	USD	371.53	Conference Registration
08/25/2026 08/26/2026	GUESTRS*DOUBLETREE 800-468-3578, TX	**$355.20** $355.20	USD	355.20	Hotel Reservations for Housing Conference in Fresno
08/26/2026 08/27/2026	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	**$499.00** $499.00	USD	499.00	CalCAPA Conference Registration in Lake Tahoe CA
08/27/2026 08/31/2026	UNITED 0162134427897 UNITED.COM, TX	**$673.79** $673.79	USD	673.79	Flight for CalCAPA Conference Tracy Webster
08/30/2026 09/01/2026	UNITED 0162104934535 UNITED.COM, TX	**($731.30)** ($731.30)	USD	(731.30)	Refund for Gabrielle's travel to CAPLAW
09/10/2026 09/11/2026	INTUIT *QBOOKS ONLINE CL.INTUIT.COM, CA	**$340.00** $340.00	USD	340.00	VSS Monthly Quickbooks Fee
09/10/2026 09/14/2026	DOUBLETREE HOTEL FRESNO FRESNO, CA	**$318.60** $318.60	USD	318.60	Hotel for Conference in Fresno, T.Webster

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/13/2026 09/14/2026	SAMS CLUB.COM 800-966-6546, AR	**$18.47** $18.47	USD	18.47	Accidental charge on T. Webster CC - Been Paid
09/13/2026 09/15/2026	HOMES TO SUITES BY HILTON 661-3682527, CA	**$1,047.69** $1,047.69	USD	1,047.69	CalVIP Emergency Stay for Client. E. Ramirez
09/23/2026 09/24/2026	EZCATER*FIREHOUSE SUBS 800-488-1803, MA	**$162.87** $162.87	USD	162.87	Lunch for Budget & Finance Committee Meeting

Activity Totals	Purchases	Payments
$2,700.65	$2,700.65	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: VETERANS A FOOD SERVICES **Account Number:** **2152 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/28/2026 08/31/2026	IC* INSTACART 888-246-7822, CA	**$825.94** $825.94	USD	825.94	Grocery Charge for GPD Program (FoodsCo)
09/01/2026 09/02/2026	IC* INSTACART 888-246-7822, CA	**$265.89** $265.89	USD	265.89	Grocery Charge for GPD Program (FoodsCo)
09/03/2026 09/04/2026	IC* INSTACART 888-246-7822, CA	**$439.43** $439.43	USD	439.43	Grocery Charge for GPD Program (FoodsCo)
09/11/2026 09/14/2026	IC* INSTACART 888-246-7822, CA	**$858.17** $858.17	USD	858.17	Grocery Charge for GPD Program (FoodsCo)
09/18/2026 09/21/2026	IC* INSTACART INSTACART.COM, CA	**$639.38** $639.38	USD	639.38	Grocery Charge for GPD Program (FoodsCo)
09/18/2026 09/21/2026	IC* INSTACART 888-246-7822, CA	**$643.98** $643.98	USD	643.98	Grocery Charge for GPD Program (Smart&Final)
09/24/2026 09/25/2026	IC* INSTACART 888-246-7822, CA	**$859.72** $859.72	USD	859.72	Grocery Charge for GPD Program (FoodsCo)

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
09/24/2026 09/25/2026	IC* INSTACART 888-246-7822, CA	**$484.09** $484.09	USD	484.09

Activity Totals	Purchases	Payments
$5,016.60	$5,016.60	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: VETERANS SVC FUEL CARD **Account Number:** **2335 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026 08/26/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$57.84** $57.84	USD	57.84	SSVF vehicle fuel Charge (Rogue1)
08/26/2026 08/27/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$77.01** $77.01	USD	77.01	SSVF vehicle fuel charge (Rogue2)
08/26/2026 08/28/2026	ARCO 911938 BAKERSFIELD, CA	**$91.55** $91.55	USD	91.55	GPD vehicle fuel charge (Caravan)
08/28/2026 08/31/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$16.94** $16.94	USD	16.94	Uber Charge for GPD Resident
08/28/2026 08/31/2026	ARCO 911938 BAKERSFIELD, CA	**$68.50** $68.50	USD	68.50	GPD vehicle fuel charge (Caravan)
08/29/2026 08/31/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$14.95** $14.95	USD	14.95	Uber Charge for GPD Resident
08/31/2026 08/31/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$16.49** $16.49	USD	16.49	Uber Charge for GPD Resident
08/31/2026 09/01/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$85.65** $85.65	USD	85.65	GPD vehicle fuel charge (Pacifica1)
09/02/2026 09/03/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$25.04** $25.04	USD	25.04	Uber Charge for GPD Resident

1126

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/03/2026 09/03/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$14.95** $14.95	USD	14.95	Uber Charge for GPD Resident
09/03/2026 09/03/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$14.95** $14.95	USD	14.95	Uber Charge for GPD Resident
09/03/2026 09/07/2026	ARCO 911938 BAKERSFIELD, CA	**$50.02** $50.02	USD	50.02	GPD vehicle fuel charge (Caravan)
09/04/2026 09/07/2026	EXXON GOLDEN STATE FOO BAKERSFIELD, CA	**$61.05** $61.05	USD	61.05	GPD vehicle fuel charge (Buick)
09/11/2026 09/14/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$69.89** $69.89	USD	69.89	SSVF vehicle fuel charge (Rogue1)
09/11/2026 09/14/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$62.11** $62.11	USD	62.11	SSVF vehicle fuel charge (Rogue2)
09/14/2026 09/15/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$14.94** $14.94	USD	14.94	Uber Charge for GPD Resident
09/15/2026 09/17/2026	ARCO 911938 BAKERSFIELD, CA	**$96.50** $96.50	USD	96.50	GPD vehicle fuel charge (Caravan)
09/17/2026 09/18/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$59.16** $59.16	USD	59.16	SSVF vehicle fuel charge (Rogue1)

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/17/2026 09/18/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$41.68** $41.68	USD	41.68	SSVF vehicle fuel charge (Rogue2)
09/21/2026 09/23/2026	ARCO 911938 BAKERSFIELD, CA	**$86.50** $86.50	USD	86.50	GPD vehicle Fuel charge (Caravan)
09/24/2026 09/25/2026	UBER *BUSINESS TRIP HELP.UBER.COM, CA	**$14.21** $14.21	USD	14.21	Uber Charge for GPD resident

Activity Totals	Purchases	Payments
$1,039.93	$1,039.93	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: YOLANDA GONZALES **Account Number:** **7449 **Cycle End Date:** 09/25/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
08/25/2026	PRINTDIRTCHEAP.COM	**$76.27**	USD	76.27	108000@32%=$24.41/109000@55%=$41.95/1170000@13%=$9.91
08/26/2026	866-811-4266, CA	$76.27	New Business Cards for Yolanda Gonzales		
08/27/2026	HILTON HOTEL SAN DIEGO	**$577.94**	USD	577.94	108000@32%=$184.94/109000@55%=$317.87/1170000@13%=$75.13
08/31/2026	SAN DIEGO, CA	$577.94	Loding for NHA father's for Families Leadership Summit in San Diego, CA on 8/24-8/27-Yolanda G		
09/01/2026	HILTON WAIKOLOA	**($378.72)**	USD	(378.72)	108000@32%=$121.19/109000@55%=$208.30/1170000@13%=$49.23
09/09/2026	808-8861234, HI	($378.72)	Refund: Lodging for HS West Family Engagement Pre-Conf. & Conference in Kona, HI on 10/12-10/16-Yolanda		
09/01/2026	HILTON WAIKOLOA	**($378.72)**	USD	(378.72)	108000@37%=$140.13/109000@63%=238.59
09/09/2026	808-8861234, HI	($378.72)	Refund: Lodging for HS West Family Engagement Pre-Conf. & Conference in Kona, HI on 10/12-10/16- Elsa N.		
09/01/2026	HILTON WAIKOLOA	**($378.72)**	USD	(378.72)	108000@37%=$140.13/109000@63%=238.59
09/09/2026	808-8861234, HI	($378.72)	Refund: Lodging for HS West Family Engagement Pre-Conf. & Conference in Kona, HI on 10/13-10/16-Sylvia O.		
09/15/2026	ALASKA AIR 0272159439757	**$443.10**	USD	443.10	108000@32%=$141.79/109000@55%=$243.71/1170000@13%=$57.60
09/17/2026	SEATTLE, WA	$443.10	Alaska Flight to attend the HS West Family Engagement Pre-Conf. & Conference in Kona, HI on 10/12-10/16-Yolanda		
09/17/2026	SCHOOLSTATUS	**$1,400.00**	USD	1,400.00	108000@37%=$518/109000@63%=882
09/18/2026	601-620-0613, MS	$1,400.00	Smore's Yearly Susbcription Renewal for the Education Department		
09/17/2026	UNITED 0162140774958	**$647.21**	USD	647.21	108000@37%=$239.47/109000@63%=407.74
09/21/2026	UNITED.COM, TX	$647.21	United Flight to attend the HS West Family Engagement Pre-Conf. & Conference in Kona, HI on 10/12-10/16-Elsa N.		

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
09/17/2026	UNITED 0162140781137	**$374.10**	USD	374.10	108000@32%=$119.71/109000@55%=$205.76/1170000@13%=$48.63
09/21/2026	UNITED.COM, TX	$374.10	United Flight to attend the HS West Family Engagement Pre-Conf. & Conference in Kona, HI on 10/12-10/16-Yolanda		

Activity Totals	Purchases	Payments
$2,382.46	$2,382.46	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

1130

COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2026 TO FEBRUARY 28, 2027 (7 OF 12 MONTHS OR 58.33%)

Line Item	2026/27 Budget	3/1/26 - 2/28/27 Actual	% Expended	Available Budget
USDA Revenue (Note A)	1,630,185	851,285	52.2%	778,900
Head Start Subsidy	930,137	989,032	106.3%	(58,895)
Total Revenue	2,560,322	1,840,317	71.9%	720,005
Expenditures (Note B)				
Salaries	1,013,002	489,640	48.3%	523,362
Benefits	341,693	133,885	39.2%	207,808
Vehicle Gasoline, Repair/Maintenance	62,300	24,288	39.0%	38,012
Space Costs	94,700	113,061	119.4%	(18,361)
Supplies - Office & Food Service	6,000	5,858	97.6%	142
Equipment Repair/Maintenance & Lease	27,000	11,513	42.6%	15,487
Communication	13,000	4,509	34.7%	8,491
Risk Insurance	12,700	18,161	143.0%	(5,461)
Printing	1,000		0.0%	1,000
Hiring & Employee Costs	100	119	119.0%	(19)
First Aid	500	-	0.0%	500
Raw Food/Vended Meals	974,761	797,760	81.8%	177,001
Sub Total	2,546,756	1,598,794	62.8%	947,962
Adult Meals Prepared	128,794	115,778	89.9%	13,016
Indirect	193,994	125,744	64.8%	68,250
Total Expenditures	2,869,544	1,840,317	64.1%	1,029,227

	Prior Period	SEPTEMBER 2026	Cumulative
Total Meals Prepared and Vended (Note C)	321,421	65,904	387,325
Total Meals Claimed	220,878	44,042	264,920
Difference	100,543	21,862	122,405

Percentage Claimed to Prepared/Vended		66.8%	68.4%

Note A: Source of USDA revenue is monthly report submitted to California Department of Social Services by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.
Note B: Expenditures are for meals prepared, including vended meals.
Note C: Total number of meals delivered to the centers and homebase excluding adult prepared and adult meals vended. The total represents the number of meals available to be served to center and homebase children.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2025/26 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/26 - 6/30/27 (3 OF 12 MONTHS = 25%)

	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-5068)														
Adjusted Days of Enrollment - Certified	8,206	8,271	8,075	-	-	-	-	-	-	-	-	-	24,552	
Reimbursement Rate per Child per Day	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	
Revenue Earned	$ 423,042	$ 426,353	$ 416,259	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,265,654	**31.67%**
Maximum Reimburseable Amount (MRA)													**$3,996,470**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	93.92%	97.65%	97.43%											**96.26%**
Five Percent Flexibility, Maximum = 100 Percent	98.92%	100.00%	100.00%											100.00%
CALIFORNIA STATE PRESCHOOL (CSPP-5118)														
Adjusted Days of Enrollment - Certified	6,573	11,425	15,075	-	-	-	-	-	-	-	-	-	33,073	
Reimbursement Rate per Child per Day	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X $55.27	
Revenue Earned	$ 363,309	$ 631,447	$ 833,180	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,827,937	**22.60%**
Maximum Reimburseable Amount (MRA)													**$8,087,274**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	93.97%	95.10%	96.46%											**95.54%**
Five Percent Flexibility, Maximum = 100 Percent	98.97%	100.00%	100.00%											100.00%
MIGRANT CHILD CARE (CMIG-5004)														
Adjusted Days of Enrollment - Certified	10	20	20	-	-	-	-	-	-	-	-	-	50	
Reimbursement Rate per Child per Day	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	
Revenue Earned	$ 516	$ 1,031	$ 1,031	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,578	**0.88%**
Maximum Reimburseable Amount (MRA)													**$293,823**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	100.00%	100.00%	100.00%											**100.00%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%											100.00%

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division

Note 2: Source of reimbursement rate per child per day and maximum reimburseable amount is per the 2026/27 State contracts.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2025/26 CONTRACTS - EARNED REVENUE
SAN JOAQUIN COUNTY OFFICE OF EDUCATION
FOR THE PERIOD 7/1/26 - 6/30/27 (3 OF 12 MONTHS = 25%)

	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-5XXX)														
Adjusted Days of Enrollment - Certified	3,684	4,165	4,487	-	-	-	-	-	-	-	-	-	12,336	
Reimbursement Rate per Child per Day	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	
Revenue Earned	$ 179,941	$ 203,397	$ 219,143	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 602,481	**19.52%**
Maximum Reimburseable Amount (MRA)													**$3,086,688**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	99.95%	99.96%	99.95%											**99.94%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%											100.00%
CALIFORNIA STATE PRESCHOOL (CSPP-5XXX)														
Adjusted Days of Enrollment - Certified	1,862	2,150	2,531	-	-	-	-	-	-	-	-	-	6,543	
Reimbursement Rate per Child per Day	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	
Revenue Earned	$ 91,518	$ 105,635	$ 124,381	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 321,535	**14.77%**
Maximum Reimburseable Amount (MRA)													**$2,176,902**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	97.32%	99.45%	84.19%											**93.18%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	89.19%											98.18%

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division

Note 2: Source of reimbursement rate per child per day and maximum reimburseable amount is per the 2025/26 Cooperative Agreement with the San Joaquin County Office of Educatio

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT
FOR THE PERIOD 7/1/26 - 6/30/27 (3 OF 12 MONTHS = 25%)

Contract CMAP-5000	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Total	%	% Earned to MRA
Provider Payments	$ 2,725,406	$ 2,750,141	$ 2,784,640	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 8,260,187.02		
Add: Family Fees	-	-	-	-	-	-	-	-	-	-	-	-	$ -		
Net Provider Payments	$ 2,725,406	$ 2,750,141	$ 2,784,640	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 8,260,187	79.04%	
Maximum Reimburseable Amount (MRA) for Provider Payments													**29,398,811**		**28.10%**
Administration & Support Services Revenue															
Provider Payments	$ 2,725,406	$ 2,750,141	$ 2,784,640	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 8,260,187		
Reimbursement Rate	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%		
Revenue Earned	$ 724,476	$ 731,051	$ 740,221	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,195,748		
Program Administration/Support Services Costs	264,297	331,965	485,072	-	-	-	-	-	-	-	-	-	1,081,334	10.35%	
Indirect (12% x MTDC) Costs	355,134	365,207	388,985	-	-	-	-	-	-	-	-	-	1,109,326	10.61%	
Transfer Indirect to CSBG	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Operating Costs	$ 619,431	$ 697,172	$ 874,057	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	2,190,660	20.96%	
Revenue Earned Over/(Under) Costs	$ 105,045	$ 33,879	$ (133,836)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	5,088		
TOTAL COSTS - NET OF FAMILY FEES	$ 3,344,837	$ 3,447,313	$ 3,658,697	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	10,450,846.59	100.00%	

Note 1: Administration and Support Services revenue is earned based on the amount of provider payments incurred. Example

Provider payments	8,260,187
Reimbursement Rate (21.0% / 79.0%)	x 26.5823%
Revenue Earned	2,195,748

Note 2: The maximum reimburseable amount per the 2026/27 State contract is as follows

Provider Payments	29,398,811	79.00%
Administration	6,642,643	17.85%
Support Services	1,172,231	3.15%
Maximum Reimbursable Amount (MRA)	37,213,685	100.00%

Community Action Partnership of Kern

Finance Division — Monthly Activity Report | Helping People...Changing Lives.

Division/CFO:	Tracy Webster, CFO	**Month/Year:**	September 2026
Program/Work Unit:	Finance	**Director of Finance:**	Gabrielle Alexander
Services:	Overall financial and accounting functions of the organization		

Activities

Description	September 2026 Number	September 2026 Amount	Year to Date Number	Year to Date Amount
Bank/Wire Deposits	75	10,072,136	7,191	39,993,105
Vendor Checks Issued	2,082	7,806,807	2,082	26,015,463
Payroll Disbursed		$3,846,627		22,055,283
Grant Reports Prepared	43		43	
2-1-1				
ARG III - Warm Handoff				
BCSD California Community School Partnership				
BKRHC - HHAP)				
BKRHC Encampment Resolution				
CAFB Food Access for Farmworkers Initiative				
CAL EITC				
CalCAPA Diaper Distribution Pilot				
California State Preschool				
CalVIP (CA Violence Intervention and Prevention)				
CFDA - Healthy Refrigeration Program Grant				
Child and Adult Care Food				
City of Bakersfield FHCC Sports Field				
County of Kern Low Barrier Homeless Shelter				
CSBG (Community Services Block Grant)				
CSFP (Commodity Supplemental Food Program)				
DOE BIL				
E Kern Family Resource Center				
Early Head Start (EHS)/Head Start - Kern & San Joaquin				
EFAP				
Food Bank Capacity Program				
Help Me Grow				
Home Visit Initiative				
HOME-ARP City of Bakersfield 2024-25				
Housing and Urban Development				
HUD CPF Food Bank Expansion				
Internal Revenue Servicie - VITA				
KCCD CERF Regional Convener				
KCCD CWDB High Road Training Partnership				
LIHEAP				
Local Purchase Assistance (LFPA) USDA				
Migrant Alternative Payment				
NEOPB Cal Fresh Healthy Living				
Oasis FRC				
Positive Youth Development Services				
QRIS San Joaquin				
Safe Camping				
San Joaquin COE General Child Care (CCTR)				
San Joaquin QRIS				
SJCOE COE Headstart				
SNAP (Cal Fresh Outreach)				
State Disaster Food Boxes				
WIC (Women, Infants & Children)				

Business Services

Activity	Requested	In-Progress	Processed	Processed YTD
Purchase Orders	15	1	13	46
Contracts	1	0	1	55
Leases	0	0	0	3
Requests for Proposals	0	0	0	0

Total Division Staffing - 32 Positions

CFO
Director of Finance
Finance Administrator
Controller
Payroll/HRIS Manager
Accounting Administrator
Accounting Administrator - Energy
Accountant (3)
Accountant II (2)
Accounting Technician (6)
Accounting Specialist (2)
Accounting Clerk (1)
AP Supervisor (1)
Fiscal Technician (2)
Payroll Specialists (3)
Payroll Supervisor (1)
Administrative Coordinator (1)
Procurement Supervisor (1)
Business Technician (2)

Community Action of Partnership of Kern
Agency Total

STATEMENT OF POSITION (UNAUDITED)
AS OF FEBRUARY 28, 2026

ASSETS	
Cash in Bank	14,227,676
Cash - Vacation Reserve	1,975,302
Petty Cash	-
Accounts Receivable	11,880,543
Travel Advance	16,005
Prepaid Expense	854,046
Inventory	3,643,842
Net Fixed Assets - Unrestricted	10,273,156
Net Fixed Assets - Restricted	44,005,958
Operating lease ROU	5,438,079
Total Assets	92,314,607
LIABILITES AND NET ASSETS	
Accounts Payable	3,946,270
Accrued Expenses	2,815,423
Accrued Vacation	2,091,325
Line of Credit	-
Note Payable	7,333,531
Advance Payable	698,685
Deferred Revenue	18,508,108
Operating Lease Liability	1,538,492
Total Liabilites	36,931,835
Total Net Assets	55,382,772
Total Liabilities and Net Assets	92,314,607

STATEMENT OF OPERATIONS (UNAUDITED)
FOR THE PERIOD MARCH 1, 2025 TO FEBRUARY 28, 2026

REVENUE	
Grant Revenue	133,580,025
Donations	44,213,136
Other Revenue	2,487,831
In-Kind	30,754
Total Revenue	180,311,747
EXPENDITURES	
Salaries	49,858,174
Benefits	17,388,917
Travel	843,924
Space Costs	9,347,695
Supplies	3,946,964
Consultant/Contract Services	3,429,656
Other Costs	3,723,308
Program Costs	76,196,594
Capital Expenditures	-
Indirect	11,802,342
In-Kind	30,754
Total Expenditures	176,568,328
Net Change in Assets	3,743,419
Net Assets, beginning	51,639,353
Net Assets, ending	55,382,772

Community Action of Partnership of Kern
Agency Total

STATEMENT OF POSITION (UNAUDITED)
AS OF SEPTEMBER 30, 2026

ASSETS	
Cash in Bank	14,296,555
Cash - Vacation Reserve	1,228,050
Petty Cash	-
Accounts Receivable	5,989,298
Travel Advance	37,817
Prepaid Expense	1,148,961
Inventory	3,577,957
Net Fixed Assets - Unrestricted	9,894,109
Net Fixed Assets - Restricted	41,490,209
Operating lease ROU	5,438,079
Total Assets	83,101,035
LIABILITES AND NET ASSETS	
Accounts Payable	3,021,164
Accrued Expenses	2,834,355
Accrued Vacation	987,683
Line of Credit	-
Note Payable	7,093,898
Advance Payable	718,033
Deferred Revenue	10,151,528
Operating Lease Liability	1,538,492
Total Liabilites	26,345,153
Total Net Assets	56,755,882
Total Liabilities and Net Assets	83,101,035

STATEMENT OF OPERATIONS (UNAUDITED)
FOR THE PERIOD MARCH 1, 2026 TO SEPTEMBER 30, 2026

REVENUE	
Grant Revenue	87,410,112
Donations	385,124
Other Revenue	8,528,761
In-Kind	9,249,168
Total Revenue	105,573,164
EXPENDITURES	
Salaries	30,877,458
Benefits	11,214,668
Travel	624,789
Space Costs	7,634,656
Supplies	2,214,252
Consultant/Contract Services	4,327,058
Other Costs	3,025,404
Program Costs	26,805,568
Capital Expenditures	-
Indirect	8,227,034
In-Kind	9,249,168
Total Expenditures	104,200,054
Net Change in Assets	1,373,110
Net Assets, beginning	55,382,772
Net Assets, ending	56,755,882

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	52,361,896	27,937,886	24,424,010	53%
BENEFITS	17,128,097	10,207,293	6,920,804	60%
TRAVEL	812,406	560,194	252,212	69%
SPACE COST	9,286,304	5,203,287	4,083,017	56%
SUPPLIES	2,528,077	1,957,353	570,724	77%
EQUIPMENT	120,000	-	120,000	0%
CONSULTANT/CONTRACT SERVICES	4,489,907	3,422,661	1,067,246	76%
OTHER COSTS	3,618,340	2,336,213	1,282,127	65%
PROGRAM COSTS	40,723,857	26,805,443	13,918,414	66%
INDIRECT	14,199,671	8,269,896	5,929,775	58%
TOTAL	145,268,555	86,700,227	58,568,328	60%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	38,310,569	20,548,659	17,761,910	54%
BENEFITS	12,375,549	7,694,029	4,681,520	62%
TRAVEL	545,086	279,729	265,357	51%
SPACE COST	5,282,434	2,834,491	2,447,943	54%
SUPPLIES	1,804,230	1,412,935	391,295	78%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	1,485,575	918,790	566,785	62%
OTHER COSTS	1,703,800	975,610	728,190	57%
PROGRAM COSTS	34,577,866	23,465,738	11,112,128	68%
INDIRECT	10,814,414	6,422,306	4,392,108	59%
TOTAL	106,899,523	64,552,286	42,347,237	60%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,526,796	2,335,696	2,191,100	52%
BENEFITS	1,528,627	700,308	828,319	46%
TRAVEL	90,986	156,957	(65,971)	173%
SPACE COST	944,161	504,063	440,098	53%
SUPPLIES	200,679	204,667	(3,988)	102%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	17,554	86,579	(69,025)	493%
OTHER COSTS	445,652	474,322	(28,670)	106%
PROGRAM COSTS	3,485,981	2,286,664	1,199,317	66%
INDIRECT	1,021,392	703,137	318,255	69%
TOTAL	12,261,828	7,452,392	4,809,436	61%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	2,782,656	1,439,936	1,342,720	52%
BENEFITS	890,450	531,846	358,604	60%
TRAVEL	70,481	24,108	46,373	34%
SPACE COST	398,500	150,429	248,071	38%
SUPPLIES	105,151	23,780	81,371	23%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	2,367,399	427,743	1,939,656	18%
OTHER COSTS	524,456	234,350	290,106	45%
PROGRAM COSTS	549,432	138,675	410,757	25%
INDIRECT	792,960	300,677	492,283	38%
TOTAL	8,481,485	3,271,545	5,209,940	39%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	5,526,065	2,983,780	2,542,285	54%
BENEFITS	1,856,341	983,338	873,003	53%
TRAVEL	74,478	84,521	(10,043)	113%
SPACE COST	2,436,983	1,649,992	786,991	68%
SUPPLIES	344,145	291,054	53,091	85%
EQUIPMENT	120,000	-	120,000	0%
CONSULTANT/CONTRACT SERVICES	617,004	1,942,048	(1,325,044)	315%
OTHER COSTS	809,900	439,405	370,495	54%
PROGRAM COSTS	2,107,328	914,204	1,193,124	43%
INDIRECT	1,348,082	717,161	630,922	53%
TOTAL	15,240,326	10,005,503	5,234,823	66%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	934,963	450,814	484,149	48%
BENEFITS	379,471	255,320	124,151	67%
TRAVEL	23,275	4,328	18,947	19%
SPACE COST	205,226	55,247	149,979	27%
SUPPLIES	54,372	14,553	39,819	27%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	375	-	375	0%
OTHER COSTS	32,472	25,877	6,595	80%
PROGRAM COSTS	2,000	-	2,000	0%
INDIRECT	159,173	76,447	82,726	48%
TOTAL	1,791,327	882,586	908,741	49%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 09-30-26 (58.33%)

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	280,847	179,000	101,847	64%
BENEFITS	97,659	42,452	55,207	43%
TRAVEL	8,100	10,552	(2,452)	130%
SPACE COST	19,000	9,066	9,934	48%
SUPPLIES	19,500	10,364	9,136	53%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	2,000	47,500	(45,500)	0%
OTHER COSTS	102,060	186,650	(84,590)	183%
PROGRAM COSTS	1,250	162	1,088	0%
INDIRECT	63,650	50,170	13,480	79%
TOTAL	594,066	535,916	58,150	90%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2026/27
BUDGET TO ACTUAL - 3/1/26 TO 9/30/26 (7 OF 12 MONTHS = 58.3%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	**$ 14,274,221**	**$ 8,227,034**	**57.6%**	**$ 6,047,187**
Expenditures				
Salaries	7,473,121	3,550,738	47.5%	3,922,383
Benefits @ 33.4% actual	2,482,552	1,054,128	42.5%	1,428,424
Total Personnel Costs	9,955,673	4,604,866	46.3%	5,350,807
Operating Costs				
Travel	143,000	64,472	45.1%	78,528
Space Costs	620,412	351,715	56.7%	268,697
Supplies	335,572	254,837	75.9%	80,735
Equipment	-	-	0.0%	-
Consultant/Contract	1,327,500	876,398	66.0%	451,102
Other Operating Costs	834,600	685,036	82.1%	149,564
Total Operating Costs	3,261,084	2,232,458	68.5%	1,028,626
Total Expenditures	**$ 13,216,757**	**$ 6,837,324**	**51.7%**	**$ 6,379,433**
Excess (Deficit) Indirect Revenue	**$ 1,057,464**	**$ 1,389,710**		

RECAP BY SUPPORT DIVISION	Budget	Actual	% Expended	Available Balance
HR	$ 1,914,340	$ 689,299	36.0%	$ 1,225,041
Operations	4,478,821	2,602,179	58.1%	1,876,642
Executive	1,053,605	557,916	53.0%	495,689
Finance	4,084,436	2,234,634	54.7%	1,849,802
Community Development	1,685,555	753,296	44.7%	932,259
	$ 13,216,757	$ 6,837,324	51.7%	$ 6,379,433

Prepared Date: 11/12/26

Company name:	Community Action Partnership of Kern (CAPK)
Report name:	Check register
Created on:	11/9/2026

Bank	Date	Vendor	Document no.	Base amount
CBB - Operating Acct - Citizens Business Bank				
	9/1/2026	V05429--51ST ST & 8TH AVE CORP	312018	4,176.00
	9/1/2026	V00304--DIRECTIONAL AD-VANTAGE HOLDING LLC	312045	790.00
	9/1/2026	V04595--LOCKHART INVESTMENTS	312060	533.00
	9/1/2026	V00154--CALIFORNIA COMMUNITY ACTION PARTNERSHIP ASSOCIATION	312028	499.00
	9/1/2026	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	312086	1,063.76
	9/1/2026	V04777--OILDALE MUTUAL WATER COMPANY	312066	580.15
	9/1/2026	V04925--EMTS, INC	312047	6,861.88
	9/1/2026	V00801--PRODUCERS DAIRY FOODS INC	312069	2,594.85
	9/1/2026	V03314--VESTIS GROUP, INC	312083	89.17
	9/1/2026	V00567--KERN COUNTY FIRE DEPARTMENT	312053	145.00
	9/1/2026	V02996--DEPARTMENT OF HUMAN RESOURCES	312044	19,791.33
	9/1/2026	V01009--ULINE	312080	2,816.80
	9/1/2026	V04451--LINKS FOR LIFE, INC	312058	1,800.00
	9/1/2026	V00192--CHARLIE'S DAY & NITE, INC.	312033	1,322.70
	9/1/2026	V02935--COUNTRY CLUB SERVICE (DBA BOB'S LUBE & OIL, TIRES & MUFFLER)	312040	111.13
	9/1/2026	V00562--KEITH C PFEFFER	312052	363.72
	9/1/2026	V04588--CHRISTOPHER A. MARTINEZ	312036	30.00
	9/1/2026	V00114--BERKSHIRE HATHAWAY HOMESTATE CO	312027	117,984.50
	9/1/2026	V00806--PROTECTION 1/ADT	312070	135.73
	9/1/2026	V00207--CINTAS CORPORATION #668	312037	314.27
	9/1/2026	V04194--KERN HEALTH SYSTEMS	312054	50.00
	9/1/2026	V03971--VIANEY GARCIA HERNANDEZ	312084	100.00
	9/1/2026	V02725--JUDY DELYNN ARTELLAN	312051	90.00
	9/1/2026	V03430--SPECTRUM/CHARTER	312077	170.00
	9/1/2026	V00178--CATHY DOUMA	312031	633.97
	9/1/2026	V00919--SPECTRUM	312076	361.58
	9/1/2026	V05085--CONSULTADD INC.	312039	5,792.15
	9/1/2026	V03573--CYNTHIA MONTERROSO	312042	1,470.00
	9/1/2026	V04588--CHRISTOPHER A. MARTINEZ	312035	120.00
	9/1/2026	V00977--THE HOUSING AUTHORITY OF THE COUNTY OF KERN	312079	527,277.90
	9/1/2026	V04588--CHRISTOPHER A. MARTINEZ	312034	305.00
	9/1/2026	V00370--FEDEX	312048	133.04
	9/1/2026	V00601--LASTAND, INC	312057	22.00
	9/1/2026	V04602--SEQUOIA PEST SOLUTIONS	312072	260.00
	9/1/2026	V04824--A-1 PLUMBING SERVICE, INC.	312020	175.00
	9/1/2026	V03249--CALYPSO WEST INC. / BAKERSFIELD ICE	312030	704.62
	9/1/2026	V03758--LOUIS RODRIGUEZ	312061	373.92
	9/1/2026	V03059--T-MOBILE USA INC	312078	9,192.51
	9/1/2026	V04868--ELBA J HERNANDEZ	312046	550.00
	9/1/2026	V04512--LISA MCGRANAHAN	312059	355.47
	9/1/2026	V00907--SOCALGAS	312073	52.64
	9/1/2026	V00169--CALIFORNIA WATER SERVICE	312029	2,145.35
	9/1/2026	V01012--UNITED RENTALS INC	312081	434.23
	9/1/2026	V05407--ALBERT GARZA	312023	295.20
	9/1/2026	V00213--CITY OF MANTECA	312038	348.05
	9/1/2026	V03172--OFFICE1 LEASING	312065	495.31
	9/1/2026	V00917--SOUTHWEST GAS CORPORATION	312075	11.00
	9/1/2026	V00914--SOUTHERN CALIFORNIA EDISON	312074	5,181.48
	9/1/2026	V04938--PINNACLE RECRUITING SERVICES LLC	312068	1,393.74
	9/1/2026	V00086--ARTURO F CORDOVA	312025	73,270.00
	9/1/2026	V03172--OFFICE1 LEASING	312064	454.93
	9/1/2026	V05237--A-1 GARAGE	312019	2,255.60
	9/1/2026	V04971--NISSAN NORTH AMERICA, INC.	312063	309.72
	9/1/2026	V00787--PG&E	312067	210,813.91
	9/1/2026	V00092--AT&T	312026	978.10
	9/1/2026	V04198--INSURICA INSURANCE SERVICES, LLC	312050	8,885.00
	9/1/2026	V03157--KERN ISLAND INVESTORS, GP	312056	364.80
	9/1/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	312049	5,119.63
	9/1/2026	V01022--VALLEY PROPANE SERVICE	312082	489.85
	9/1/2026	V04978--WASH MULTIFAMILY ACQUISITION INC.	312085	119.22
	9/1/2026	V05405--ALYSSA PITAMBAR	312024	34.20

Bank	Date	Vendor	Document no.	Base amount
	9/1/2026	V03813--MATTHEW JACOBS	312062	348.08
	9/1/2026	V00014--Accrue Solutions Holding Co, LLC	312021	310.00
	9/1/2026	V00251--COUNTY OF KERN GENERAL SERVICES, 3RD FLOOR	312041	14,032.61
	9/1/2026	V00273--DANIELLS PHILLIPS VAUGHAN & BOCK	312043	12,000.00
	9/1/2026	P01663--MARCELA CHAVEZ OSEGUERA	312017	4,093.78
	9/1/2026	P03113--DANA ITZEL CASTILLO MILLAN	312016	925.90
	9/1/2026	V03157--KERN ISLAND INVESTORS, GP	312055	337.30
	9/1/2026	V00821--REGION IX HEAD START ASSOCIATION	312071	7,735.00
	9/1/2026	V04774--CERTIFIED HVAC INCORPORATED	312032	12,667.76
	9/1/2026	V03459--AIDE AVELAR	312022	385.30
	9/1/2026	V00920--SSD ALARM, INC	122234140023570	80.00
	9/1/2026	V04865--CHRISTIAN F. VARGAS	122234140023569	350.00
	9/1/2026	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140023568	27,515.00
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023567	67.83
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023566	154.73
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023565	109.80
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023564	30.76
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023563	216.92
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023562	118.05
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023561	121.92
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023560	238.44
	9/1/2026	V03080--AZUGA, INC.	122234140023559	622.96
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023558	109.80
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023557	114.91
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023556	121.34
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023555	122.72
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023554	138.73
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023553	142.61
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023552	171.78
	9/1/2026	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140023551	167.50
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023550	74.75
	9/1/2026	V00683--MCWILLIAMS & WALDEN INC	122234140023549	71.62
	9/1/2026	V00180--CCI OFFICE TECHNOLOGIES	122234140023548	323.38
	9/1/2026	V03191--VAL-PRO, INC	122234140023547	1,044.15
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023546	43.29
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023545	28.33
	9/1/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS COMPANY	122234140023544	4,960.45
	9/1/2026	V00286--DELL TECHNOLOGIES, INC.	122234140023543	2,161.15
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023542	48.77
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023541	26.00
	9/1/2026	V03174--OFFICE IMAGING, INC	122234140023540	26.00
	9/1/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140023539	7,080.00
	9/1/2026	V00905--SMART & FINAL	122234140023538	577.99
	9/1/2026	V00874--SAVE MART SUPERMARKETS	122234140023537	492.30
	9/1/2026	V00820--RAYMOND'S TROPHY AWARDS	122234140023536	32.48
	9/1/2026	V00721--NARAMA INC. - TREK IMAGING	122234140023535	2,216.08
	9/1/2026	V00704--MISSION LINEN SUPPLY	122234140023534	1,550.98
	9/1/2026	V00704--MISSION LINEN SUPPLY	122234140023533	1,030.50
	9/1/2026	V00704--MISSION LINEN SUPPLY	122234140023532	820.83
	9/1/2026	V00704--MISSION LINEN SUPPLY	122234140023531	72.65
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023530	74.34
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023529	37.43
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023528	37.00
	9/1/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140023527	585.75
	9/1/2026	V00182--CDW LLC	122234140023526	9,000.00
	9/1/2026	V00134--BRONCO ELECTRIC INC	122234140023525	835.83
	9/1/2026	V01064--WIPFLI LLP	122234140023524	3,550.00
	9/1/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140023523	179.40
	9/1/2026	V04034--RINGCENTRAL INC.	122234140023522	17,538.63
	9/1/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140023521	2,753.65
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023520	51.95
	9/1/2026	V04776--DATAFLOW BUSINESS SYSTEMS, INC.	122234140023519	23.15
	9/1/2026	V00284--DELK PEST CONTROL	122234140023518	570.00
	9/1/2026	V03057--CSG-NAM, LLC	122234140023517	511.35
	9/1/2026	V00770--KERN PRINT SERVICES, INC	122234140023516	1,453.95

Bank	Date	Vendor	Document no.	Base amount
	9/1/2026	V00683--MCWILLIAMS & WALDEN INC	122234140023515	175.22
	9/1/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140023514	298.00
	9/1/2026	V02658--ELSA NAVARRETE LEON	122234140023513	401.28
	9/1/2026	V03986--YOLANDA GONZALES	122234140023512	140.25
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023511	129.63
	9/1/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140023510	162.00
	9/1/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140023509	135.00
	9/1/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140023508	100.00
	9/1/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140023507	67.00
	9/1/2026	V05385--INSPIRIT GENERATION INC	122234140023506	127.68
	9/1/2026	V03117--IGNACIO VALDOVINOS OCHOA	122234140023505	525.00
	9/1/2026	V00559--KAPLAN EARLY LEARNING CO	122234140023504	3,916.42
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023503	211.37
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023502	153.60
	9/1/2026	V03070--RELIABLE ENERGY MANAGEMENT, INC.	122234140023501	3,055.00
	9/1/2026	V00937--STINSON STATIONERS	122234140023500	282.21
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023499	364.80
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023498	228.00
	9/1/2026	V00592--LAKESHORE PARENT, LLC	122234140023497	10,813.39
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023496	132.00
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023495	96.00
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023494	57.60
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023493	9.00
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023492	33.53
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023491	41.12
	9/1/2026	V00060--AN ICON COMPANY, LLC	122234140023490	1,880.68
	9/1/2026	V00134--BRONCO ELECTRIC INC	122234140023489	1,861.44
	9/1/2026	V00559--KAPLAN EARLY LEARNING CO	122234140023488	977.54
	9/1/2026	V03671--JAYSHREE MADEKA	122234140023487	72.20
	9/1/2026	V00559--KAPLAN EARLY LEARNING CO	122234140023486	588.80
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023485	5.40
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023484	192.06
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023483	78.80
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023482	78.80
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023481	63.95
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023480	56.28
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023479	56.28
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023478	46.11
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023477	41.41
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023476	41.41
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023475	40.93
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023474	9.73
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023473	9.73
	9/1/2026	V04180--DIESEL DIRECT LLC	122234140023472	4,853.81
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023471	4.32
	9/1/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140023470	38,375.17
	9/1/2026	V02324--JACQUELINE GUERRA	122234140023469	113.24
	9/1/2026	V00029--ADVANCED DATA STORAGE, INC	122234140023468	308.00
	9/1/2026	V03334--Pritika Ram	122234140023467	366.17
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023466	74.92
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023465	657.02
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023464	310.62
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023463	295.11
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023462	244.97
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023461	216.32
	9/1/2026	V00312--DONAHUE TRUCK CENTERS	122234140023460	1,552.96
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023459	52.84
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023458	52.84
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023457	52.71
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023456	37.53
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023455	44.37
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023454	44.37
	9/1/2026	V05435--HANNA BOYS CENTER	122234140023453	3,495.00
	9/1/2026	V02330--JEREMY T TOBIAS	122234140023452	75.00
	9/1/2026	V04896--TOM GROSS	122234140023451	2,466.42

Bank	Date	Vendor	Document no.	Base amount
	9/1/2026	V03192--ROBERT D. STANE	122234140023450	80.00
	9/1/2026	V00146--CA ASSOCIATION OF FOOD BANKS	122234140023449	700.00
	9/1/2026	V00445--HD SUPPLY FACILITIES MAINTENANCE LTD	122234140023448	282.14
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023447	31.97
	9/1/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140023446	1,235.67
	9/1/2026	V00445--HD SUPPLY FACILITIES MAINTENANCE LTD	122234140023445	918.88
	9/1/2026	V04755--CITIGUARD, INC	122234140023444	1,035.00
	9/1/2026	V04556--SPRITE HEALTH, INC.	122234140023443	3,000.00
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023442	50.37
	9/1/2026	V01064--WIPFLI LLP	122234140023441	888.42
	9/1/2026	V00937--STINSON STATIONERS	122234140023440	1,177.98
	9/1/2026	V03641--GLORIA BARBERO	122234140023439	150.11
	9/1/2026	V01033--VERNON SORENSON MD INC	122234140023438	25.00
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023437	37.88
	9/1/2026	V01044--W W GRAINGER INC	122234140023436	431.74
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023435	57.60
	9/1/2026	V03186--BLUETRITON BRANDS INC	122234140023434	22.88
	9/1/2026	V00697--MICROSOFT CORPORATION	122234140023433	228.00
	9/1/2026	V05056--CAL OAK HOSPITALITY L.L.C.	122234140023432	2,688.00
	9/1/2026	V04690--SAGASER WATKINS & WIELAND PC	122234140023431	283.00
	9/1/2026	V05354--UNITED WAY OF TULARE COUNTY	122234140023430	260.00
	9/1/2026	V00265--CWP CALIFORNIA CORP	122234140023429	534.60
	9/1/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023428	34.57
	9/1/2026	V04800--ENGELSON AND ASSOCIATES, LTD.	122234140023427	12,500.00
	9/1/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140023426	510.16
	9/1/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140023425	6,385.36
	9/1/2026	P02987--EVERSPRING PLAY INC	122234140023424	518.87
	9/1/2026	P02324--LUZ MARIA RAMIREZ	122234140023423	651.29
	9/1/2026	P02299--EDITH ALEJANDRA GALLEGOS	122234140023422	10,128.82
	9/1/2026	P02299--EDITH ALEJANDRA GALLEGOS	122234140023421	1,976.00
	9/1/2026	P02271--GUADALUPE CARRIZOZA DE CASTILLO	122234140023420	2,041.74
	9/1/2026	P00523--BEATRIZ TELLEZ DE TORRES	122234140023419	928.51
	9/1/2026	P02603--SILVIA DAVALOS DE ANGUIANO	122234140023418	1,922.56
	9/1/2026	P02744--CAROLINA HERNANDEZ DE SOLORIO	122234140023417	1,763.48
	9/1/2026	P02730--YANELA PLACIDO MEJIA	122234140023416	3,276.99
	9/1/2026	P03097--FELIPE ROMAN MARTINEZ	122234140023415	4,106.06
	9/1/2026	P02721--OLGA LIRA DE GALLARDO	122234140023414	7,465.54
	9/1/2026	P02603--SILVIA DAVALOS DE ANGUIANO	Voided - 1222341400231	-1,922.56
	9/2/2026	V05443--SCHALONDA BELL-LOWE	312090	49.59
	9/2/2026	V03701--JULIE TAAMNEH	312088	7,913.38
	9/2/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312087	289.00
	9/2/2026	V05285--NATALIE PINON	312089	105.13
	9/2/2026	V05285--NATALIE PINON	Voided - 311170	-105.13
	9/4/2026	V04344--MARIA LUNA	312092	1,258.91
	9/4/2026	V05440--ALAINA ISABELL ROMERO	312091	693.34
	9/9/2026	V05178--FREDDY MAE HOWARD	312203	2,039.44
	9/9/2026	V03314--VESTIS GROUP, INC	312199	89.17
	9/9/2026	V00806--PROTECTION 1/ADT	312174	78.33
	9/9/2026	V00690--MESA ENERGY SYSTEMS, INC.	312158	3,975.00
	9/9/2026	V00801--PRODUCERS DAIRY FOODS INC	312173	1,749.69
	9/9/2026	V05352--AMERICAN PROPERTY MANAGEMENT, INC	312095	1,254.00
	9/9/2026	V03350--BARBARA CISNEROS	312105	230.00
	9/9/2026	V04888--ANITA ANDERSEN	312098	230.00
	9/9/2026	V03420--FREDDY HERNANDEZ	312137	156.00
	9/9/2026	V03182--PARENTS AS TEACHERS NATIONAL CENTER	312167	850.00
	9/9/2026	V03182--PARENTS AS TEACHERS NATIONAL CENTER	312166	850.00
	9/9/2026	V03182--PARENTS AS TEACHERS NATIONAL CENTER	312165	850.00
	9/9/2026	V00229--COMCAST CORPORATION	312122	1,835.19
	9/9/2026	V00229--COMCAST CORPORATION	312121	116.61
	9/9/2026	V03430--SPECTRUM/CHARTER	312189	180.83
	9/9/2026	V00229--COMCAST CORPORATION	312120	345.47
	9/9/2026	V03430--SPECTRUM/CHARTER	312188	160.83
	9/9/2026	V03430--SPECTRUM/CHARTER	312187	160.83
	9/9/2026	V04658--BEAR MOUNTAIN ROOFING INC.	312106	700.00
	9/9/2026	V05268--NORA ISABEL CASTELLANOS	312163	170.00

Bank	Date	Vendor	Document no.	Base amount
	9/9/2026	V03152--PAYROLLORG	312168	312.00
	9/9/2026	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	312200	1,477.11
	9/9/2026	V05292--EVA V HERNANDEZ GARCIA	312133	130.00
	9/9/2026	V05445--DENELIA MENDOZA	312128	102.65
	9/9/2026	V03550--CECILIA C AYALA	312113	102.65
	9/9/2026	V05420--Marlene Amaral	312154	102.45
	9/9/2026	V00207--CINTAS CORPORATION #668	312116	251.29
	9/9/2026	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	312147	11,362.50
	9/9/2026	V03430--SPECTRUM/CHARTER	312186	2,989.00
	9/9/2026	V04906--SPECTRUMVOIP, INC	312190	1,899.15
	9/9/2026	V01852--EHOMES OF BAKERSFIELD	312131	1,800.00
	9/9/2026	V01796--AUTUMN GLEN APARTMENTS LLC	312103	1,525.00
	9/9/2026	V04475--KBS PROPERTY MANAGEMENT	312146	1,160.00
	9/9/2026	V02979--SUBURBAN PROPANE	312192	1,000.00
	9/9/2026	V01026--VARNER & SON INC	312198	785.98
	9/9/2026	V00290--DELTA LIQUID ENERGY	312127	3,039.20
	9/9/2026	V01063--WESTERN PROPANE SERVICE	312202	742.00
	9/9/2026	V04788--UTILITY TELECOM GROUP LLC	312196	1,827.88
	9/9/2026	V04802--PAYSTAND, INC.	312169	500.00
	9/9/2026	V00058--AMERIGAS LAKE ISABELLA	312096	1,461.77
	9/9/2026	V05237--A-1 GARAGE	312093	1,064.49
	9/9/2026	V04160--MOUNTAINSIDE DISPOSAL, INC.	312159	442.32
	9/9/2026	V01817--CALIFORNIA AVENUE SENIOR HOUSING	312111	380.00
	9/9/2026	V03430--SPECTRUM/CHARTER	312185	262.57
	9/9/2026	V03430--SPECTRUM/CHARTER	312184	214.00
	9/9/2026	V03430--SPECTRUM/CHARTER	312183	214.00
	9/9/2026	V03430--SPECTRUM/CHARTER	312182	214.00
	9/9/2026	V00597--LAMONT SANITATION INC	312149	1,665.24
	9/9/2026	V01022--VALLEY PROPANE SERVICE	312197	96.42
	9/9/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312129	46.00
	9/9/2026	V00799--PRICE DISPOSAL	312172	628.62
	9/9/2026	V00091--AT&T	312102	26.74
	9/9/2026	V00091--AT&T	312101	15.73
	9/9/2026	V00998--TRANISHA HARTMAN	312195	47.88
	9/9/2026	V04314--JORGE MENDEZ	312144	41.04
	9/9/2026	V05447--NATTALIE TEJEDA	312160	29.64
	9/9/2026	V05392--BRITTNEY RENTERIA	312108	27.36
	9/9/2026	V03354--TOMASA JARA	312194	24.32
	9/9/2026	V03358--REBECCA ROCHA	312175	105.64
	9/9/2026	V00907--SOCALGAS	312180	105.10
	9/9/2026	V04094--ANA MARTINEZ	312097	91.20
	9/9/2026	V03522--AVERY COX	312104	90.44
	9/9/2026	V03882--REGINA HINES	312176	82.08
	9/9/2026	V03823--MELISSA DEWITT	312157	74.48
	9/9/2026	V04192--BERTOLDO ZARAGOZA VIVEROS	312107	72.96
	9/9/2026	V04939--MARLENE VERDUZCO	312155	63.84
	9/9/2026	V03474--ALICIA GAMINO	312094	60.80
	9/9/2026	V03745--LISA MORENO	312152	50.92
	9/9/2026	V04333--LUIS BARRON	312153	208.24
	9/9/2026	V00599--LANGUAGE LINE SERVICES INC	312150	139.88
	9/9/2026	V05325--FRANCISCO PALACIOS BALTAZAR	312136	128.44
	9/9/2026	V04603--KATIE REYNOSO	312145	120.84
	9/9/2026	V04886--MARLIN LEASING CORPORATION	312156	119.00
	9/9/2026	V02374--LILIAN URREA	312151	118.56
	9/9/2026	V00212--CITY OF DELANO	312117	590.92
	9/9/2026	V04971--NISSAN NORTH AMERICA, INC.	312162	309.90
	9/9/2026	V00389--FLYERS ENERGY LLC	312135	1,296.71
	9/9/2026	V00948--SUPERIOR SANITATION SERVICE INC	312193	993.94
	9/9/2026	V00251--COUNTY OF KERN GENERAL SERVICES, 3RD FLOOR	312123	13,266.76
	9/9/2026	V00202--CHILD CARE RESULTS, INC.	312114	6,095.79
	9/9/2026	V05049--GM FINANCIAL	312138	398.07
	9/9/2026	V00139--BUCK OWENS PRODUCTION CO. , INC	312110	2,576.00
	9/9/2026	V00370--FEDEX	312134	384.52
	9/9/2026	V04093--AT&T	312100	95.09
	9/9/2026	V04429--BS& E INC	312109	106.54

Bank	Date	Vendor	Document no.	Base amount
	9/9/2026	V00596--LAMONT PUBLIC UTILITY DISTRICT	312148	843.20
	9/9/2026	V00429--GRIMMWAY ENTERPRISES, INC.	312139	18,296.00
	9/9/2026	V00169--CALIFORNIA WATER SERVICE	312112	4,025.77
	9/9/2026	V00914--SOUTHERN CALIFORNIA EDISON	312181	1,387.25
	9/9/2026	V03447--JAMES C SHROPSHIRE	312141	5,701.33
	9/9/2026	V00220--CITY OF WASCO	312119	598.82
	9/9/2026	V03891--ROBERT ESPINOSA	312177	373.92
	9/9/2026	V00787--PG&E	312170	40,785.30
	9/9/2026	V03405--NICOLE CALLAHAN	312161	373.92
	9/9/2026	V03356--CYNTHIA RODRIGUEZ	312125	536.56
	9/9/2026	V02479--RONALD SHELAN	312178	628.18
	9/9/2026	V00252--COUNTY OF KERN PUBLIC WORKS	312124	196.25
	9/9/2026	V00215--CITY OF SHAFTER	312118	782.14
	9/9/2026	V03172--OFFICE1 LEASING	312164	1,264.93
	9/9/2026	V00206--CHRISTOPHER PERCIVAL	312115	3,019.48
	9/9/2026	V03280--JEREMY MARRS	312142	570.00
	9/9/2026	V00511--JIM'S TOWING SERVICE, INC	312143	125.40
	9/9/2026	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	312191	414.56
	9/9/2026	V04938--PINNACLE RECRUITING SERVICES LLC	312171	5,399.46
	9/9/2026	V01060--WEST KERN COMMUNITY COLLEGE DISTRICT	312201	9,387.08
	9/9/2026	V00094--AT&T	312099	2,415.39
	9/9/2026	V00297--DEPARTMENT OF SOCIAL SERVICES	312130	242.00
	9/9/2026	V04925--EMTS, INC	312132	5,539.00
	9/9/2026	V00875--SCHOOL HEALTH CORPORATION	312179	3,439.69
	9/9/2026	V00273--DANIELLS PHILLIPS VAUGHAN & BOCK	312126	25,000.00
	9/9/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	312140	8,766.57
	9/9/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140023723	36,611.41
	9/9/2026	V03334--Pritika Ram	122234140023722	64.50
	9/9/2026	V00053--AMERICAN BUSINESS MACHINES	122234140023721	256.19
	9/9/2026	V00108--BALCO HOLDINGS, INC.	122234140023720	801.33
	9/9/2026	V00224--CLASSIC CHARTER INC	122234140023719	2,199.60
	9/9/2026	V03954--TRACY WEBSTER	122234140023718	68.25
	9/9/2026	V03718--KELLY LOWERY	122234140023717	192.00
	9/9/2026	V00286--DELL TECHNOLOGIES, INC.	122234140023716	96.73
	9/9/2026	V03263--FLOWERS BAKERIES SALES OF SOCAL, LLC	122234140023715	82.56
	9/9/2026	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140023714	9,305.17
	9/9/2026	V00979--THE MARCOM GROUP, INC.	122234140023713	187.50
	9/9/2026	V04827--SAUL M CEDENO DBA MR CLEAN AUTO DETAILING	122234140023712	570.00
	9/9/2026	V00820--RAYMOND'S TROPHY AWARDS	122234140023711	12.72
	9/9/2026	V00350--ESCUELITA HERNANDEZ LITTLE SCHOOL	122234140023710	11,362.50
	9/9/2026	V00350--ESCUELITA HERNANDEZ LITTLE SCHOOL	122234140023709	6,881.60
	9/9/2026	V03175--RACE TELECOMMUNICATIONS INC	122234140023708	238.69
	9/9/2026	V00988--THERMO KING OF CENTRAL CALIFORNIA, INC	122234140023707	3,721.58
	9/9/2026	V00744--ODP BUSINESS SOLUTIONS LLC	122234140023706	174.82
	9/9/2026	V03394--MARIA DIAZ CORNEJO	122234140023705	3,000.00
	9/9/2026	V03288--OASIS AIR AND SOLAR	122234140023704	1,920.13
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023703	665.48
	9/9/2026	V00744--ODP BUSINESS SOLUTIONS LLC	122234140023702	507.16
	9/9/2026	V03174--OFFICE IMAGING, INC	122234140023701	141.56
	9/9/2026	V03096--PUBLIC AGENCY COALITION ENTERPRISE	122234140023700	949,371.97
	9/9/2026	V00937--STINSON STATIONERS	122234140023699	1,041.37
	9/9/2026	V00937--STINSON STATIONERS	122234140023698	458.53
	9/9/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140023697	223.86
	9/9/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140023696	38.07
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023695	66,810.17
	9/9/2026	V00704--MISSION LINEN SUPPLY	122234140023694	55.05
	9/9/2026	V00683--MCWILLIAMS & WALDEN INC	122234140023693	2,055.13
	9/9/2026	V00576--KERN RIVER PROPANE INC	122234140023692	766.00
	9/9/2026	V00576--KERN RIVER PROPANE INC	122234140023691	756.00
	9/9/2026	V00576--KERN RIVER PROPANE INC	122234140023690	756.00
	9/9/2026	V00349--ERIE CUSTOM COMPUTER APPLICATIONS	122234140023689	2,940.00
	9/9/2026	V00260--CROWN EQUIPMENT CORPORATION	122234140023688	778.19
	9/9/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS COMPANY	122234140023687	7,539.50
	9/9/2026	V00057--AMERICAN REFUSE, INC.	122234140023686	661.97
	9/9/2026	V00029--ADVANCED DATA STORAGE, INC	122234140023685	840.85

Bank	Date	Vendor	Document no.	Base amount
	9/9/2026	V05444--FRANCISCO R. CONTRERAS	122234140023684	1,200.00
	9/9/2026	V05194--AUTUMN MITCHELL	122234140023683	1,125.00
	9/9/2026	V03239--AMAROK, LLC	122234140023682	6,241.74
	9/9/2026	V03191--VAL-PRO, INC	122234140023681	1,671.87
	9/9/2026	V03114--FS FORTIETH STREET LP	122234140023680	578.00
	9/9/2026	V03114--FS FORTIETH STREET LP	122234140023679	570.50
	9/9/2026	V05086--CALIFORNIA PUBLIC POLICY GROUP, INC.	122234140023678	12,500.00
	9/9/2026	V04749--PHONTHIP PADICHITH	122234140023677	8.36
	9/9/2026	V04727--ALEXIS SAVEDRA	122234140023676	5,283.32
	9/9/2026	V04556--SPRITE HEALTH, INC.	122234140023675	3,000.00
	9/9/2026	V04549--THUY TRANG TRAN	122234140023674	15.96
	9/9/2026	V04095--KATERINA GONZALEZ-ROSARIO	122234140023673	93.48
	9/9/2026	V04062--SOPHIN LOCK	122234140023672	4.56
	9/9/2026	V03852--NICOLE NINO	122234140023671	160.36
	9/9/2026	V03849--NELLY MENDOZA	122234140023670	165.68
	9/9/2026	V03765--Magaly Witz	122234140023669	18.24
	9/9/2026	V03756--LORRAINE PALOMO	122234140023668	25.84
	9/9/2026	V03620--ESTEFANIE VIDAURY	122234140023667	125.40
	9/9/2026	V03584--DENISE COOPER	122234140023666	50.92
	9/9/2026	V03521--AURORA GARCIA LARES	122234140023665	226.48
	9/9/2026	V03508--ANTHONY CONRAD CHAVEZ	122234140023664	96.52
	9/9/2026	V03492--Andrea Chavez	122234140023663	73.72
	9/9/2026	V03470--ALFONSO MORALES	122234140023662	129.20
	9/9/2026	V03423--Jessica Reyes Gonzalez	122234140023661	59.28
	9/9/2026	V03359--RACHEL LECKKIRK	122234140023660	18.24
	9/9/2026	V03331--TINA MOUA	122234140023659	75.24
	9/9/2026	V03316--YESENIA MONTOYA	122234140023658	7,500.00
	9/9/2026	V03262--ERIC LE BARBE	122234140023657	174.80
	9/9/2026	V03246--YESENIA SALAZAR PENA	122234140023656	8,302.36
	9/9/2026	V03159--JOHN REY	122234140023655	285.68
	9/9/2026	V03006--GRACE COMMUNITY CHURCH	122234140023654	3,198.21
	9/9/2026	V02875--SHENG THAO	122234140023653	91.20
	9/9/2026	V02868--SAFIYA PRICE	122234140023652	41.04
	9/9/2026	V02699--IRIS M GONZALEZ	122234140023651	167.20
	9/9/2026	V02411--MARISELA P. GONZALEZ	122234140023650	186.20
	9/9/2026	V00874--SAVE MART SUPERMARKETS	122234140023649	757.20
	9/9/2026	V00322--ECONO WEST INC	122234140023648	4,990.00
	9/9/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140023647	3,617.60
	9/9/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140023646	1,036.80
	9/9/2026	V00812--QUADIENT FINANCE USA INC	122234140023645	3,049.00
	9/9/2026	V00592--LAKESHORE PARENT, LLC	122234140023644	410.32
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023643	150.00
	9/9/2026	V00302--RESTAURANT RUNNER INC	122234140023642	683.93
	9/9/2026	V00770--KERN PRINT SERVICES, INC	122234140023641	2,258.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023640	45,221.50
	9/9/2026	V00201--CHILD AND FAMILY PSYCHOLOGY CLINIC, INC	122234140023639	4,396.00
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023638	37.43
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023637	74.86
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023636	74.69
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023635	0.65
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023634	37.43
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023633	180.00
	9/9/2026	V00087--ARVIN COMMUNITY SERVICE DISTRICT	122234140023632	386.93
	9/9/2026	V00407--GARDEN PATHWAYS INC	122234140023631	330.00
	9/9/2026	V00711--MOLLY & BRUCE BUSACCA INC	122234140023630	146.00
	9/9/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140023629	1,036.80
	9/9/2026	V03186--BLUETRITON BRANDS INC	122234140023628	23.93
	9/9/2026	V00445--HD SUPPLY FACILITIES MAINTENANCE LTD	122234140023627	125.92
	9/9/2026	V05265--GREGORY J FRANK ARCHITECTS, INC	122234140023626	39,857.50
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023625	130.99
	9/9/2026	V02482--ROSITA C CURRY	122234140023624	140.25
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023623	33.53
	9/9/2026	V03681--JERRY MEADE	122234140023622	729.60
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023621	840.00
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023620	541.18

Bank	Date	Vendor	Document no.	Base amount
	9/9/2026	V00997--TRAFFIC MANAGEMENT, INC.	122234140023619	81.19
	9/9/2026	V04180--DIESEL DIRECT LLC	122234140023618	6,832.94
	9/9/2026	V00005--A-1 BATTERY COMPANY	122234140023617	455.84
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023616	715.00
	9/9/2026	V03741--LILIANA GONZALEZ GABRIEL	122234140023615	259.00
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023614	802.13
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023613	334.95
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023612	690.93
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023611	450.99
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023610	784.41
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023609	569.81
	9/9/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140023608	984.55
	9/9/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140023607	980.04
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023606	240.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023605	180.00
	9/9/2026	V04884--PAUL V BRIANO III	122234140023604	445.00
	9/9/2026	V00312--DONAHUE TRUCK CENTERS	122234140023603	1,438.77
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023602	360.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023601	690.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023600	540.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023599	180.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023598	830.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023597	440.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023596	590.00
	9/9/2026	V03392--Unum Insurance Company	122234140023595	33,042.62
	9/9/2026	V01033--VERNON SORENSON MD INC	122234140023594	2,574.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023593	240.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023592	1,645.00
	9/9/2026	V00683--MCWILLIAMS & WALDEN INC	122234140023591	231.87
	9/9/2026	V01044--W W GRAINGER INC	122234140023590	2,178.85
	9/9/2026	V04896--TOM GROSS	122234140023589	1,945.38
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023588	531.42
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023587	240.00
	9/9/2026	V01033--VERNON SORENSON MD INC	122234140023586	25.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023585	300.00
	9/9/2026	V00683--MCWILLIAMS & WALDEN INC	122234140023584	209.17
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023583	180.00
	9/9/2026	V00794--PLC SYSTEM SERVICES LLC	122234140023582	1,620.00
	9/9/2026	V00452--HEWLETT-PACKARD COMPANY	122234140023581	11,348.50
	9/9/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140023580	7,702.14
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023579	435.93
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023578	58.84
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023577	106.93
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023576	228.75
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023575	14.79
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023574	67.34
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023573	3.16
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023572	193.49
	9/9/2026	V04575--LOWE'S COMPANIES, INC.	122234140023571	481.33
	9/11/2026	V05127--MIKAELA RAMOS	312205	2,092.57
	9/11/2026	V04661--BEATRIZ CABRERA	312204	2,107.00
	9/15/2026	V04879--COUNTY OF KERN	Voided - 312229	-79,770.68
	9/15/2026	V00255--COVERALL NORTH AMERICA INC	122234140024302	1,025.00
	9/15/2026	V00255--COVERALL NORTH AMERICA INC	Voided - 310390	-1,025.00
	9/15/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	312259	12.20
	9/15/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	312258	3,486.57
	9/15/2026	V00035--ALAMO ALARM CO INC	312208	203.50
	9/15/2026	V05430--KRV BRIDGE CONNECTION	312269	200.00
	9/15/2026	V05449--RAVINDERPAL SINGH SEKHON	312309	5,390.00
	9/15/2026	V04879--COUNTY OF KERN	312229	79,770.68
	9/15/2026	V01845--DESERT OASIS APTS LLC	312239	945.00
	9/15/2026	V00821--REGION IX HEAD START ASSOCIATION	312310	660.00
	9/15/2026	V01845--DESERT OASIS APTS LLC	312238	945.00
	9/15/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312237	369.00
	9/15/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312236	370.00

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	V00192--CHARLIE'S DAY & NITE, INC.	312221	390.00
	9/15/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312235	28.00
	9/15/2026	V05458--DW PORTLAND LLC	312242	2,955.15
	9/15/2026	V01859--EQUITY MANAGEMENT SERVICES INC.	312243	3,980.00
	9/15/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312234	1,007.00
	9/15/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312233	1,007.00
	9/15/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312232	1,007.00
	9/15/2026	V01966--LA MIRAGE CONDOS LLC	312270	1,785.00
	9/15/2026	V00801--PRODUCERS DAIRY FOODS INC	312307	2,795.07
	9/15/2026	V04859--BETA PROPERTY INVESTMENTS, LLC	312216	5,233.06
	9/15/2026	V00806--PROTECTION 1/ADT	312308	289.41
	9/15/2026	V03314--VESTIS GROUP, INC	312327	89.17
	9/15/2026	V04615--CHERRY TREE GROUP	312222	1,495.00
	9/15/2026	V00442--HCC SURETY GROUP	312257	278.00
	9/15/2026	V00562--KEITH C PFEFFER	312268	113.66
	9/15/2026	V03746--LISETTE VAZQUEZ	312273	100.00
	9/15/2026	V05113--Alejandra Day	312210	65.00
	9/15/2026	V01022--VALLEY PROPANE SERVICE	312323	153.03
	9/15/2026	V05016--JAMES OSBORNE	312262	14.29
	9/15/2026	V00914--SOUTHERN CALIFORNIA EDISON	312317	4,880.66
	9/15/2026	V03172--OFFICE1 LEASING	312304	206.45
	9/15/2026	V03172--OFFICE1 LEASING	312303	349.17
	9/15/2026	V03172--OFFICE1 LEASING	312302	284.72
	9/15/2026	V03172--OFFICE1 LEASING	312301	206.92
	9/15/2026	V03172--OFFICE1 LEASING	312300	206.92
	9/15/2026	V03172--OFFICE1 LEASING	312299	206.92
	9/15/2026	V03172--OFFICE1 LEASING	312298	153.49
	9/15/2026	V03172--OFFICE1 LEASING	312297	152.43
	9/15/2026	V03172--OFFICE1 LEASING	312296	151.73
	9/15/2026	V04938--PINNACLE RECRUITING SERVICES LLC	312306	2,900.16
	9/15/2026	V03172--OFFICE1 LEASING	312295	662.75
	9/15/2026	V03680--JENNY CHAU RIVERO	312265	276.00
	9/15/2026	V00370--FEDEX	312247	196.83
	9/15/2026	V00919--SPECTRUM	312318	215.41
	9/15/2026	V00169--CALIFORNIA WATER SERVICE	312220	128.61
	9/15/2026	V01012--UNITED RENTALS INC	312322	204.70
	9/15/2026	V05455--FLOOD BAKERSFIELD MINISTRIES	312248	2,500.00
	9/15/2026	V01027--VARNER BROS INC	312324	62.00
	9/15/2026	V00912--SOUTH TULARE RICHGROVE REFUSE INC	312316	495.71
	9/15/2026	V00787--PG&E	312305	4,407.67
	9/15/2026	V02979--SUBURBAN PROPANE	312319	3,162.02
	9/15/2026	V00209--CITY OF BAKERSFIELD	312226	14,926.67
	9/15/2026	V00282--DELANO UNION SCHOOL DISTRICT	312231	2,943.00
	9/15/2026	V03614--ERIKA SALAZAR	312244	319.20
	9/15/2026	V04159--Estela Corrales	312245	183.16
	9/15/2026	V04396--SANDRA MEJIA ESPARZA	312313	163.40
	9/15/2026	V03810--MARTHA ORDUNA	312285	136.04
	9/15/2026	V03894--ROSA CALLEJAS	312311	129.96
	9/15/2026	V04097--VICTORIA FLORES	312328	128.44
	9/15/2026	V03840--NALLELY SANCHEZ	312286	128.44
	9/15/2026	V02944--ESTHER REYES-GARZA	312246	107.92
	9/15/2026	V03386--JAZMIN LEON	312263	104.12
	9/15/2026	V03405--NICOLE CALLAHAN	312289	94.24
	9/15/2026	V00657--MARIA MARTINEZ	312280	92.72
	9/15/2026	V03377--ALEJANDRA BAHENA	312209	75.24
	9/15/2026	V03370--ROSLYN TORRES	312312	56.24
	9/15/2026	V04828--CLAUDIA HUERTA	312227	23.56
	9/15/2026	V05411--BRANDY MATA GARCIA	312218	15.20
	9/15/2026	V00599--LANGUAGE LINE SERVICES INC	312271	10.35
	9/15/2026	V03172--OFFICE1 LEASING	312294	171.78
	9/15/2026	V03172--OFFICE1 LEASING	312293	171.78
	9/15/2026	V03172--OFFICE1 LEASING	312292	910.47
	9/15/2026	V03172--OFFICE1 LEASING	312291	171.78
	9/15/2026	V05237--A-1 GARAGE	312206	125.99
	9/15/2026	V05024--ZULEMA GARCIA	312332	6.54

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	V03172--OFFICE1 LEASING	312290	273.57
	9/15/2026	V00206--CHRISTOPHER PERCIVAL	312224	221.50
	9/15/2026	V00092--AT&T	312214	1,062.36
	9/15/2026	V00392--FOUR POINTS HOTEL SHERATON	312249	619.32
	9/15/2026	V00732--NEXSTAR MEDIA INC	312288	4,886.66
	9/15/2026	V00210--CITY OF BAKERSFIELD	312225	4,916.50
	9/15/2026	V03654--HANNIA I ACEVEDO	312256	151.24
	9/15/2026	P03139--INES RAMIREZ JUAREZ	312260	484.00
	9/15/2026	P03127--CHRISTINA ROJAS	312223	764.27
	9/15/2026	P03081--JULIANA ZAMORA CEJA	312266	1,303.54
	9/15/2026	P03077--NATIVIDAD REYES MARCOS	312287	1,228.77
	9/15/2026	P03073--KAREN MORENO LEMUS	312267	991.71
	9/15/2026	P03062--ALMA DELIA LOPEZ DIAZ	312211	2,577.74
	9/15/2026	P03058--JAZMIN LOPEZ MAGDALENO	312264	1,783.37
	9/15/2026	P03044--VIRGINIA ESTRELLA MEDINA	312329	7,858.55
	9/15/2026	P03014--AIDE IBARRA LEMUS	312207	344.54
	9/15/2026	P02986--BRENDA ALCAZAR MAGANA	312219	1,039.00
	9/15/2026	P02982--MARIA DEL SOCORRO PADILLA MONTES	312277	5,958.20
	9/15/2026	P02979--VENUSTIANA P DURAN	312326	971.68
	9/15/2026	P02948--MARIA T SANCHEZ SANDOVAL	312283	968.48
	9/15/2026	P02939--GRISELDA PALMERIN	312253	2,018.36
	9/15/2026	P02938--ANGELICA IBARRA DE ALVAREZ	312213	1,963.74
	9/15/2026	P02932--SILVIA ELENA ACOSTA RODRIGUEZ	312314	1,674.63
	9/15/2026	P02910--VIRGINIA OSORIO ARANDA	312330	5,093.51
	9/15/2026	P02903--MARIA GUADALUPE LEMUS ORTIZ	312279	4,532.59
	9/15/2026	P02873--GABRIELA IBARRA	312250	3,934.56
	9/15/2026	P02855--CLAUDIA OROZCO CORONA	312228	6,208.75
	9/15/2026	P02811--YECENIA GARCIA RAMIREZ	312331	971.68
	9/15/2026	P02791--LUZ A ESQUIVEL MORENO	312274	1,164.33
	9/15/2026	P02777--BELEN IZAZAGA MERCADO	312215	1,731.13
	9/15/2026	P02770--GUADALUPE AYON DE MENDOZA	312254	5,560.55
	9/15/2026	P02746--MARIA A MORALES LOPEZ	312276	2,790.50
	9/15/2026	P02709--ANA MARIA ACOSTA DE ARIZAGA	312212	1,302.88
	9/15/2026	P02643--MARIA V SOSA	312284	1,310.98
	9/15/2026	P02617--SONIA C LOPEZ DE JUAREZ	312315	1,848.51
	9/15/2026	P02614--TOMASA MARISOL RODRIGUEZ ORELLANA	312321	1,262.76
	9/15/2026	P02528--MARIA SOFIA MENDOZA DE ORTIZ	312282	1,222.80
	9/15/2026	P02457--MARIA ELENA CORONA DE IBARRA	312278	10,775.49
	9/15/2026	P02407--GUADALUPE ELIZABETH PENUELAS	312255	1,935.90
	9/15/2026	P02315--CRISTINA SOTO DE MARTINEZ	312230	1,783.85
	9/15/2026	P02289--DOMINGA ESQUIVEL DE VILLANUEVA	312241	1,824.35
	9/15/2026	P02226--LILIA ESQUIVEL MONROY	312272	2,022.00
	9/15/2026	P02171--IRMA DIAZ ALVAREZ	312261	7,020.52
	9/15/2026	P01884--BLANCA NELLY VERA	312217	1,898.32
	9/15/2026	P01856--VELINA LEON ZAMUDIO	312325	1,396.05
	9/15/2026	P01593--MANUELA P MEDINA	312275	4,386.99
	9/15/2026	P01229--MARIA PICOS DE GARCIA	312281	1,782.69
	9/15/2026	P00833--GLORIA LEMUS DE LEMUS	312252	2,870.09
	9/15/2026	P00614--DIANA ELIZABETH VALENZUELA	312240	1,931.12
	9/15/2026	P00525--TERESA DENIZ MACIAS	312320	934.19
	9/15/2026	P00053--GLORIA GARCIA DE MADERA	312251	10,841.11
	9/15/2026	V00285--DELL FINANCIAL SERVICES LLC	122234140024301	247.55
	9/15/2026	V03492--Andrea Chavez	122234140024300	181.00
	9/15/2026	V02173--ANDRALETTE I WILSON	122234140024299	298.00
	9/15/2026	V02324--JACQUELINE GUERRA	122234140024298	181.00
	9/15/2026	V03780--MARIA GUADIAN	122234140024297	298.00
	9/15/2026	V03671--JAYSHREE MADEKA	122234140024296	181.00
	9/15/2026	V04980--SCHULMAN INDUSTRIES LLC	122234140024295	1,050.00
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024294	350.80
	9/15/2026	V00937--STINSON STATIONERS	122234140024293	2,090.10
	9/15/2026	V00937--STINSON STATIONERS	122234140024292	238.66
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024291	211.37
	9/15/2026	V03174--OFFICE IMAGING, INC	122234140024290	337.44
	9/15/2026	V03174--OFFICE IMAGING, INC	122234140024289	67.33
	9/15/2026	V00321--ECOLAB FOOD SAFETY SPECIALTIES	122234140024288	192.20

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	V00874--SAVE MART SUPERMARKETS	122234140024287	1,250.00
	9/15/2026	V04575--LOWE'S COMPANIES, INC.	122234140024286	31.99
	9/15/2026	V03191--VAL-PRO, INC	122234140024285	1,398.40
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024284	1,351.03
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024283	802.21
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024282	774.22
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024281	661.21
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024280	616.36
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024279	559.63
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024278	359.11
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024277	329.49
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024276	321.46
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024275	269.78
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024274	255.26
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024273	111.69
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024272	75.65
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024271	52.84
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024270	52.84
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024269	52.47
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024268	38.12
	9/15/2026	V03174--OFFICE IMAGING, INC	122234140024267	43.21
	9/15/2026	V05173--LEGACY STAFFING SOLUTIONS, INC.	122234140024266	14,144.00
	9/15/2026	V00226--RLH FIRE PROTECTION, INC.	122234140024265	535.00
	9/15/2026	V03174--OFFICE IMAGING, INC	122234140024264	555.82
	9/15/2026	V03866--PATRICIA MEXICANO	122234140024263	102.65
	9/15/2026	V03742--LILLIAN URREA	122234140024262	90.00
	9/15/2026	V03438--LIZETTE BRAVO	122234140024261	90.00
	9/15/2026	V00905--SMART & FINAL	122234140024260	144.72
	9/15/2026	V03245--TIMOTHY SEXTON	122234140024259	775.53
	9/15/2026	V00704--MISSION LINEN SUPPLY	122234140024258	1,657.51
	9/15/2026	V00704--MISSION LINEN SUPPLY	122234140024257	1,094.59
	9/15/2026	V00704--MISSION LINEN SUPPLY	122234140024256	49.54
	9/15/2026	V01044--W W GRAINGER INC	122234140024255	134.63
	9/15/2026	V03174--OFFICE IMAGING, INC	122234140024254	69.51
	9/15/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS COMPANY	122234140024253	5,578.15
	9/15/2026	V00992--TOKAY PRESS INC	122234140024252	757.31
	9/15/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140024251	751.68
	9/15/2026	V04614--BRANDON NGUYEN	122234140024250	563.77
	9/15/2026	V03262--ERIC LE BARBE	122234140024249	361.27
	9/15/2026	V03186--BLUETRITON BRANDS INC	122234140024248	41.12
	9/15/2026	V03608--EMILIO WAGNER	122234140024247	200.00
	9/15/2026	V04180--DIESEL DIRECT LLC	122234140024246	2,058.20
	9/15/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024245	2,013.78
	9/15/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024244	52.84
	9/15/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024243	735.92
	9/15/2026	V03290--PLANTS FOR YOUR SOLIE	122234140024242	200.00
	9/15/2026	V03057--CSG-NAM, LLC	122234140024241	134.64
	9/15/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140024240	5,329.35
	9/15/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140024239	109.90
	9/15/2026	V00029--ADVANCED DATA STORAGE, INC	122234140024238	35.20
	9/15/2026	V00060--AN ICON COMPANY, LLC	122234140024237	930.38
	9/15/2026	V02330--JEREMY T TOBIAS	122234140024236	150.00
	9/15/2026	V00704--MISSION LINEN SUPPLY	122234140024235	692.60
	9/15/2026	V00704--MISSION LINEN SUPPLY	122234140024234	1,382.12
	9/15/2026	V00260--CROWN EQUIPMENT CORPORATION	122234140024233	2,832.92
	9/15/2026	V05404--ALEXANDRA VELASCO	122234140024232	68.40
	9/15/2026	V04573--AIDA S CRUZ	122234140024231	600.00
	9/15/2026	V00753--ORKIN PEST CONTROL	122234140024230	4,639.02
	9/15/2026	V00938--STOCKTON COMMUNITY KITCHEN	122234140024229	48,347.60
	9/15/2026	V00592--LAKESHORE PARENT, LLC	122234140024228	1,678.99
	9/15/2026	V02778--MARIA C VARELA	122234140024227	117.04
	9/15/2026	V03398--OLGA CASTRO	122234140024226	160.36
	9/15/2026	V03385--GABRIELA PADILLA	122234140024225	25.84
	9/15/2026	V03367--VALERIE CAMACHO	122234140024224	69.92
	9/15/2026	V03376--ANGELICA PALMA	122234140024223	60.04

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	V03375--ANDREA LOPEZ	122234140024222	83.60
	9/15/2026	V03387--JAZMYN REDICK	122234140024221	65.36
	9/15/2026	V03407--CINDY RUIZ	122234140024220	109.44
	9/15/2026	V03406--KATHYA MELENDEZ	122234140024219	48.64
	9/15/2026	V03402--VERLINDA DENWITTY	122234140024218	66.88
	9/15/2026	V03388--KAREN RIOS	122234140024217	195.32
	9/15/2026	V03374--ADRIANA LOPEZ	122234140024216	169.48
	9/15/2026	V03382--DENA WALKER	122234140024215	93.48
	9/15/2026	V03332--Mariana Rios	122234140024214	129.20
	9/15/2026	V04036--NANCY COSTA	122234140024213	212.80
	9/15/2026	V03867--PATRICIA ROBLES WESLEY	122234140024212	52.44
	9/15/2026	V03866--PATRICIA MEXICANO	122234140024211	79.04
	9/15/2026	V03848--NAYELI ARAMBULA	122234140024210	65.36
	9/15/2026	V03939--SULEMA GARCIA	122234140024209	261.56
	9/15/2026	V03645--GLORIANA TEIXEIRA	122234140024208	293.36
	9/15/2026	V03453--ADILENE NAVA	122234140024207	295.64
	9/15/2026	V03822--MELISSA DELA GARZA	122234140024206	130.72
	9/15/2026	V03740--LILIANA ALTAMIRANO	122234140024205	299.44
	9/15/2026	V04096--JUANA CAMACHO	122234140024204	154.28
	9/15/2026	V04525--BRENDA ORTIZ	122234140024203	21.28
	9/15/2026	V03186--BLUETRITON BRANDS INC	122234140024202	31.97
	9/15/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140024201	420.04
	9/15/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140024200	139.90
	9/15/2026	V00127--BOOT BARN	122234140024199	189.97
	9/15/2026	V00127--BOOT BARN	122234140024198	199.71
	9/15/2026	V00182--CDW LLC	122234140024197	6,446.45
	9/15/2026	V04575--LOWE'S COMPANIES, INC.	122234140024196	61.53
	9/15/2026	V04575--LOWE'S COMPANIES, INC.	122234140024195	124.35
	9/15/2026	V04896--TOM GROSS	122234140024194	2,352.81
	9/15/2026	V05067--FRESNO BIPOC PRODUCE INC.	122234140024193	4,340.00
	9/15/2026	V03186--BLUETRITON BRANDS INC	122234140024192	47.41
	9/15/2026	V04575--LOWE'S COMPANIES, INC.	122234140024191	101.28
	9/15/2026	V03641--GLORIA BARBERO	122234140024190	623.80
	9/15/2026	V04575--LOWE'S COMPANIES, INC.	122234140024189	88.19
	9/15/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024188	120.34
	9/15/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024187	119.82
	9/15/2026	V00127--BOOT BARN	122234140024186	160.75
	9/15/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140024185	7,772.29
	9/15/2026	P01877A--ANTONIA PANIAGUA	122234140024184	8,989.34
	9/15/2026	P03109--MARCELA MARILYN BARAJAS	122234140024183	2,630.28
	9/15/2026	P02813A--YESENIA CAYETANO HERNANDEZ	122234140024182	4,409.46
	9/15/2026	P03099--IRMA SOLIS	122234140024181	1,049.37
	9/15/2026	P03101--KAREN JACQUELINE VASQUEZ	122234140024180	4,133.27
	9/15/2026	P03112--YARALDIN LOMBERA VILLA	122234140024179	3,406.23
	9/15/2026	P03103--MARIA NOEMI HERNANDES CEJA	122234140024178	2,493.39
	9/15/2026	P03104--NANCY MARTINEZ HERNANDEZ	122234140024177	2,483.51
	9/15/2026	P03107--MARIA ELIZABETH MEDINA ONTIVEROS	122234140024176	1,607.61
	9/15/2026	P03078--SUSANA GABRIELA PALMERIN	122234140024175	2,602.08
	9/15/2026	P03083--ALEJANDRA BONILLA	122234140024174	1,009.18
	9/15/2026	P03079--ANA VIANEY RESENDIZ	122234140024173	1,817.43
	9/15/2026	P02606A--CLARA ACOSTA FERREL	122234140024172	2,944.32
	9/15/2026	P03059--OROPEZA NAVARRO TERESA FAMILY CHILD	122234140024171	2,809.44
	9/15/2026	P03122--LETICIA SANTOS GALINDO	122234140024170	5,520.64
	9/15/2026	P03124--AURORA ALONDRA NAVARRO	122234140024169	921.94
	9/15/2026	P03114--ANGELICA BENAVIDES	122234140024168	1,485.22
	9/15/2026	P03096--CYNTHIA PEREZ ROJAS	122234140024167	1,133.51
	9/15/2026	P03106--YAZMIN HERNANDEZ ZARAGOZA	122234140024166	2,008.19
	9/15/2026	P03075--ESMERALDA AMESQUITA MEDINA	122234140024165	4,039.32
	9/15/2026	P03010--YOLANDA IBARRA LEMUS	122234140024164	5,377.33
	9/15/2026	P03013--SILVIA ELIZABETH SANDOVAL MORENO	122234140024163	5,367.31
	9/15/2026	P03012--GUADALUPE DOMINGUEZ	122234140024162	2,009.46
	9/15/2026	P03007--BERENISE LEMUS	122234140024161	5,722.11
	9/15/2026	P03005--EDITH DURAN	122234140024160	3,510.59
	9/15/2026	P03097--FELIPE ROMAN MARTINEZ	122234140024159	4,235.17
	9/15/2026	P03070--DARIA RUIZ ORTIZ	122234140024158	4,955.68

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P03006--GLORIA DEL CARMEN VILLANUEVA RAMOS	122234140024157	4,339.81
	9/15/2026	P03023--MARIA A QUINTEROS DE SEGOVIA	122234140024156	6,675.43
	9/15/2026	P02987--EVERSPRING PLAY INC	122234140024155	1,052.62
	9/15/2026	P03003--KARLA MARILIN BUSTILLO RIVERA	122234140024154	3,926.25
	9/15/2026	P02731A--BERNARDINA GOMEZ ARAUJO	122234140024153	884.06
	9/15/2026	P02954AA--CLAUDIA ALEJANDRA ARAMBULA MONTES	122234140024152	921.94
	9/15/2026	P03134--BRENDA LUCERO CASTANEDA	122234140024151	709.54
	9/15/2026	P02995--NATIVIDAD ALCOCER DELGADO	122234140024150	5,093.51
	9/15/2026	P02998--SAMANTHA TRIGUEROS	122234140024149	1,797.00
	9/15/2026	P03110--SANDRA TREJO	122234140024148	2,636.34
	9/15/2026	P03034--DULCE LUCERO VIRGEN VIRGEN	122234140024147	4,696.94
	9/15/2026	P03004--ARACELI GONZALEZ ANAYA	122234140024146	929.60
	9/15/2026	P02958--LESLIE ESPINOZA MOSQUEDA	122234140024145	1,296.18
	9/15/2026	P02955--CELIA MARTINEZ	122234140024144	4,477.70
	9/15/2026	P02964--ROSA OROZCO IBARRA	122234140024143	3,764.39
	9/15/2026	P02957--LETICIA VARGAS	122234140024142	5,188.67
	9/15/2026	P01013A--MARIA DE JESUS REYNA	122234140024141	1,909.10
	9/15/2026	P03118--DANA AYRE DIAZ	122234140024140	3,314.03
	9/15/2026	P03121--CARLOTA ISABEL BARRAZA CRUZ	122234140024139	6,958.05
	9/15/2026	P02989--YERALTDIN CUEVAS MEDINA	122234140024138	2,733.92
	9/15/2026	P02985--CRYSTAL MARIE REYES	122234140024137	7,797.40
	9/15/2026	P03141--YESSENIA ROSALES GONZALEZ	122234140024136	1,010.40
	9/15/2026	P02772A--ROSA ELENA BUSTOS	122234140024135	1,796.97
	9/15/2026	P02993--MARIA DEL CARMEN SEGURA	122234140024134	3,536.17
	9/15/2026	P02997--ADRIANA CHAVEZ OROZCO	122234140024133	1,843.88
	9/15/2026	P03123--LETICIA LEMUS	122234140024132	494.50
	9/15/2026	P02981--ANA M PORTILLO DE SERRANO	122234140024131	5,048.00
	9/15/2026	P02963--NEREIDA PONCE	122234140024130	6,827.04
	9/15/2026	P02766A--MIREYA GUZMAN CRISTOBAL	122234140024129	6,229.53
	9/15/2026	P02956--DANIA URBINA MALDONADO	122234140024128	970.60
	9/15/2026	P02970--TEODORA LANDEROS RAMIREZ	122234140024127	6,063.63
	9/15/2026	P02934--ESTELA CHAVEZ ANTONIO	122234140024126	6,840.92
	9/15/2026	P02946--GLADY RABANALES MORALES	122234140024125	502.60
	9/15/2026	P00147--JOSEFINA GARCIA	122234140024124	1,773.98
	9/15/2026	P02935--MAYRA PATRICIA LOPEZ BARRAZA	122234140024123	7,459.98
	9/15/2026	P02945--GABRIELA FRANCO DE ALCANTAR	122234140024122	5,214.76
	9/15/2026	P02933--MARIBEL RIVERA RAMIREZ	122234140024121	3,660.67
	9/15/2026	P03129--LOURDES RAMIREZ BARRAGAN	122234140024120	1,921.93
	9/15/2026	P02984--JULIETA GONZALEZ GONZALEZ	122234140024119	2,027.56
	9/15/2026	P02960--JUANA ESQUIVEL	122234140024118	11,600.12
	9/15/2026	P02969--MARIA ELENA CASTANEDA	122234140024117	5,378.78
	9/15/2026	P02944--ELEAZAR VALENZUELA	122234140024116	7,281.69
	9/15/2026	P01114--ROCIO SALAZAR	122234140024115	4,839.55
	9/15/2026	P02893--GABRIELA OLIVA LOPEZ	122234140024114	4,998.46
	9/15/2026	P03048--DUBIS Y ESCOBAR GOMEZ	122234140024113	5,610.69
	9/15/2026	P03053--MARIELA ROCHA FRAGA	122234140024112	4,730.54
	9/15/2026	P01640--SYLVIA SCOTT CARRASCO	122234140024111	3,897.04
	9/15/2026	P03030--ANA B CEJA CISNEROS	122234140024110	1,009.18
	9/15/2026	P03011--ERIKA RUBYK NARVAEZ	122234140024109	1,479.32
	9/15/2026	P03009--MARIA CRISTINA ALVAREZ FIGUEROA	122234140024108	1,696.20
	9/15/2026	P03027--GABRIELA ECHEVARRIA	122234140024107	5,936.18
	9/15/2026	P03022--MARIA GUADALUPE GARCIA PEREZ	122234140024106	2,804.29
	9/15/2026	P03060--MARIA CARMEN ZARCO	122234140024105	8,369.26
	9/15/2026	P03036--MONTSERRAT RAMIREZ ALDAPA	122234140024104	1,060.62
	9/15/2026	P03055--MARIA D SANTANDER	122234140024103	1,887.50
	9/15/2026	P03033--MA GUADALUPE BRAVO MARTINEZ	122234140024102	494.00
	9/15/2026	P03029--ASUSENA MERAZ SAMANO	122234140024101	5,893.92
	9/15/2026	P03054--LORENA GABRIELA MAGANA MORALES	122234140024100	3,709.08
	9/15/2026	P03066--MARLEN CEJA FARFAN	122234140024099	1,929.33
	9/15/2026	P03039--AIDE MORAMAY RODRIGUEZ-AMBRIZ	122234140024098	2,870.09
	9/15/2026	P03061--MARINA PANTOJA RAMIREZ	122234140024097	866.38
	9/15/2026	P03019--LEONORILDA YUNUEN ARREZOLA	122234140024096	7,295.05
	9/15/2026	P03063--MARIA DE LA LUZ LEDESMA DE GUZMAN	122234140024095	2,431.57
	9/15/2026	P03049--MA AUXILIO CEBALLOS LEMUS	122234140024094	2,759.83
	9/15/2026	P03018--OLIVIA DE LOS SANTOS GARCIA	122234140024093	10,416.83

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P03038--GISELA HERNANDEZ	122234140024092	10,899.99
	9/15/2026	P03028--ASHLEY VERA	122234140024091	3,062.56
	9/15/2026	P02345--GENOVEVA LOPEZ	122234140024090	3,815.32
	9/15/2026	P03026--MARIA DE JESUS GARCIA	122234140024089	6,144.30
	9/15/2026	P03035--JEANNETTE ESCOBAR	122234140024088	1,028.38
	9/15/2026	P03056--HANNA AYALA	122234140024087	1,715.25
	9/15/2026	P03037--MAYRA GARCIA CAMACHO	122234140024086	2,874.27
	9/15/2026	P02994--MARTHA ELENA MARTINEZ PRADO	122234140024085	1,763.19
	9/15/2026	P02837A--ADELINA BELTRAN MOLINA	122234140024084	2,465.48
	9/15/2026	P02991--ESMERALDA DIAZ LEON	122234140024083	7,218.85
	9/15/2026	P02972--MARIA GUADALUPE RAMIREZ DE MENDOZA	122234140024082	1,126.66
	9/15/2026	P02978--MARIA DE JESUS LEON	122234140024081	3,650.90
	9/15/2026	P02975--DAISY RUBI SUAREZ HUERTA	122234140024080	6,953.10
	9/15/2026	P02846--ELIZABETH GUZMAN DE ARELLANO	122234140024079	3,086.10
	9/15/2026	P02983--ALEJANDRA PELAYO MACIAS	122234140024078	1,217.03
	9/15/2026	P02783A--CELENY FLORES	122234140024077	4,183.81
	9/15/2026	P02936--ERICKA PEREZ SAUCEDO	122234140024076	4,016.38
	9/15/2026	P02949--ANDREA MEDRANO MANDUJANO	122234140024075	2,868.86
	9/15/2026	P02913--ANA MARIA RODRIGUEZ	122234140024074	6,382.75
	9/15/2026	P02920--SOFIA ALONSO ALVARADO	122234140024073	2,765.82
	9/15/2026	P02896--MARTA CORONA DE TORRES	122234140024072	2,792.69
	9/15/2026	P02841--LAURA LILIANA RAMIREZ ALCALA	122234140024071	6,694.56
	9/15/2026	P02885--ANA RIOS	122234140024070	5,842.65
	9/15/2026	P03065--AMALIA MOLINA MEDRANO	122234140024069	732.06
	9/15/2026	P03045--CRISTINA GUADALUPE SANCHEZ DE AREVALO	122234140024068	7,616.87
	9/15/2026	P03068--ANA FAMILY CHILD CARE	122234140024067	2,366.39
	9/15/2026	P02336--PAULA GARCIA	122234140024066	11,792.86
	9/15/2026	P02334--SILVIA E ZUNIGA	122234140024065	8,923.97
	9/15/2026	P02333--MITZI G CHAVEZ MAGALLON	122234140024064	4,255.59
	9/15/2026	P02329--JULISSA MARIE ARAGON	122234140024063	1,859.62
	9/15/2026	P02328--YADIRA CARDONA FAMILY CHILD CARE	122234140024062	3,260.56
	9/15/2026	P02327--REYNA TORRES DE CASTRO	122234140024061	11,580.92
	9/15/2026	P02325--ANDREA FRANCISCA SANTOS MENDOZA	122234140024060	8,739.52
	9/15/2026	P01570--MARIA SOCORRO GOMEZ CABRERA	122234140024059	1,883.95
	9/15/2026	P01507--MARIANA NAVA	122234140024058	5,956.05
	9/15/2026	P01482--ROSA ANGELA ORTIZ	122234140024057	3,169.13
	9/15/2026	P02323--SONIA PANTOJA	122234140024056	2,534.16
	9/15/2026	P02322--MARGARITA BUSTAMANTE DE FELIX	122234140024055	4,537.62
	9/15/2026	P02319--MARIA PERLA GARCIA DE ARCIGA	122234140024054	2,643.49
	9/15/2026	P02314--KENDAHL ROSE ROWE	122234140024053	9,789.90
	9/15/2026	P02313--MARIA GUADALUPE BARAJAS DE GARCIA	122234140024052	904.56
	9/15/2026	P02310--MARIA G RAMIREZ DE MARTINEZ	122234140024051	9,090.20
	9/15/2026	P01460--MARILU GARZA	122234140024050	8,243.91
	9/15/2026	P01456--ESTHER MELENDREZ	122234140024049	3,675.96
	9/15/2026	P01431--CLAUDIA ZARAGOZA DE RODRIGUEZ	122234140024048	12,129.95
	9/15/2026	P01382--LUZ MARIA VILLAGOMEZ	122234140024047	13,337.72
	9/15/2026	P01373--ELOISA LEMUS	122234140024046	10,581.12
	9/15/2026	P01366--MARIA R GARCIA DE ARAMBULA	122234140024045	3,138.80
	9/15/2026	P01318--MARIA CONCEPCION CEJA	122234140024044	4,246.38
	9/15/2026	P01298--LETICIA MORALES	122234140024043	6,945.08
	9/15/2026	P02303--MARTHA A ANGUIANO REYES	122234140024042	1,643.00
	9/15/2026	P02298--SIDRONIA G VALDEZ	122234140024041	958.82
	9/15/2026	P02296--DOLORES SANCHEZ LOPEZ	122234140024040	3,396.80
	9/15/2026	P02295--EDUVIJES SUAREZ	122234140024039	2,600.09
	9/15/2026	P02287--SILVIA BAHENA OCAMPO	122234140024038	7,607.56
	9/15/2026	P01285--ADELA GARCIA DE SOSA	122234140024037	11,765.30
	9/15/2026	P01280--SILVIA MEJIA	122234140024036	11,022.54
	9/15/2026	P01279--AIDEE SANDOVAL	122234140024035	3,268.18
	9/15/2026	P01266--MARIA CARRILLO DE GUTIERREZ	122234140024034	11,313.20
	9/15/2026	P01256--ALMA R RANGEL	122234140024033	6,839.60
	9/15/2026	P01208--MARIA M ANGULO	122234140024032	6,181.60
	9/15/2026	P01189--RAQUEL POSADAS DE GIRON	122234140024031	9,228.90
	9/15/2026	P01187--MARIA LOURDES NIEVAS DE SALAZAR	122234140024030	1,476.74
	9/15/2026	P01177--SARA ESTELA POSADA	122234140024029	6,642.39
	9/15/2026	P01171--ARACELI EMMA GUERRERO DE MENDEZ	122234140024028	3,847.34

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P01108--IMELDA MARIN DE JUAREZ	122234140024027	10,837.74
	9/15/2026	P01106--HILDA BARAJAS JUAREZ	122234140024026	1,809.12
	9/15/2026	P02280--NORMA MENDOZA	122234140024025	7,166.46
	9/15/2026	P02277--MARIBEL RAMIREZ ROSAS FAMILY CHILD CARE	122234140024024	25,499.33
	9/15/2026	P02271--GUADALUPE CARRIZOZA DE CASTILLO	122234140024023	7,262.41
	9/15/2026	P02267--MARTHA SALGADO	122234140024022	11,407.31
	9/15/2026	P01105--ANGELICA MAGANA MARES	122234140024021	4,802.38
	9/15/2026	P01096--LAURA A RODRIGUEZ	122234140024020	4,560.39
	9/15/2026	P01075--ROSALBA GONZALEZ	122234140024019	8,503.38
	9/15/2026	P01067--ANNA V MENDEZ	122234140024018	744.00
	9/15/2026	P01054--IRMA VERONICA OSEGUERA	122234140024017	1,859.56
	9/15/2026	P01050--LILIA YAZMIN JUAREZ	122234140024016	7,138.82
	9/15/2026	P01000--CLAUDIA ANDREA MUNOZ RAMIREZ	122234140024015	8,653.10
	9/15/2026	P02265--ELSA YANETH QUEVEDO ORTIZ	122234140024014	3,118.71
	9/15/2026	P02263--MARISOL GONZALEZ	122234140024013	4,535.51
	9/15/2026	P02260--MARIA GUADALUPE ALVAREZ	122234140024012	6,698.74
	9/15/2026	P02259--MARIA GUADALUPE CONTRERAS VARGAS	122234140024011	3,410.44
	9/15/2026	P02258--MARISOL MEDINA	122234140024010	8,927.69
	9/15/2026	P02249--ADRIANA AGUIRRE GAONA	122234140024009	4,836.81
	9/15/2026	P00931--CARMEN MORALES DIAZ	122234140024008	7,291.66
	9/15/2026	P00903--PATRICIA HERNANDEZ	122234140024007	10,511.42
	9/15/2026	P00835--AIDA SALAZAR PACHECO	122234140024006	1,738.62
	9/15/2026	P00818--MARICELA CORTEZ	122234140024005	1,867.35
	9/15/2026	P00773--ROSALINDA G. OCHOA	122234140024004	7,403.89
	9/15/2026	P00769--LETICIA MARIA BOTELLO	122234140024003	5,302.06
	9/15/2026	P00760--MARYPAZ ALVARADO PEREZ	122234140024002	5,025.34
	9/15/2026	P02246--CAROLINA GIL	122234140024001	1,658.00
	9/15/2026	P02241--ANA PATRICIA CAMARGO	122234140024000	3,341.24
	9/15/2026	P02240--MARIA SANTOS DE LOPEZ	122234140023999	7,453.35
	9/15/2026	P02238--MATILDE VILLAFAN DE MARAVILLA	122234140023998	5,752.24
	9/15/2026	P02237--IRMA SANDOVAL ROBLES	122234140023997	3,857.81
	9/15/2026	P02236--ROSEMARY ZAVALA	122234140023996	12,119.20
	9/15/2026	P00735--LAURA A GUTIERREZ	122234140023995	8,408.40
	9/15/2026	P00699--BLANCA EVELIA RUIZ DE SOLORIO	122234140023994	12,358.20
	9/15/2026	P00635--ESTELA N. VEGA	122234140023993	1,656.06
	9/15/2026	P00608--ISABEL GARCIA	122234140023992	1,925.22
	9/15/2026	P00582--JUANA H PIMENTEL	122234140023991	9,006.05
	9/15/2026	P02222--MARIA GARCIA	122234140023990	10,272.86
	9/15/2026	P02213--AIDEE ARIANA SANDOVAL	122234140023989	3,149.17
	9/15/2026	P02208--CELFIDA SANTOS DE RUIZ	122234140023988	3,493.79
	9/15/2026	P02206--CECILIA ALONSO DE RODRIGUEZ	122234140023987	2,996.50
	9/15/2026	P02200--GLORIA PADILLA MONTES DE OCA	122234140023986	1,831.94
	9/15/2026	P02195--LINDA'S CHILD CARE PROVIDER INC	122234140023985	10,006.59
	9/15/2026	P02184--ADRIANA SERNAS	122234140023984	2,317.94
	9/15/2026	P02176--MA DEL CARMEN GOMEZ GRANADOS	122234140023983	10,212.54
	9/15/2026	P02477--MAGANA IRIS FCC LLC	122234140023982	6,200.89
	9/15/2026	P02476--DOLORES M PLATERO	122234140023981	1,983.26
	9/15/2026	P02468--DAVID PANTOJA	122234140023980	5,152.89
	9/15/2026	P02467--KARLA ELIZABETH HULING	122234140023979	3,494.50
	9/15/2026	P02466--ROSA ELENA ARELLANO	122234140023978	3,652.52
	9/15/2026	P02172--MARIA LEDESMA DE GARCIA	122234140023977	6,557.53
	9/15/2026	P02163--ALICIA DE LA GARZA	122234140023976	4,568.67
	9/15/2026	P02161--SANDRA MARTINEZ VARELA	122234140023975	2,955.13
	9/15/2026	P02152--EDELMIRA L VIVEROS	122234140023974	2,662.85
	9/15/2026	P02147--MARIA GUADALUPE CHAVEZ	122234140023973	12,449.84
	9/15/2026	P02146--RAQUEL SANCHEZ	122234140023972	2,759.83
	9/15/2026	P02144--MARICELA SANDOVAL RODRIGUEZ	122234140023971	8,168.78
	9/15/2026	P02462--IRMA L IBARRA	122234140023970	10,447.87
	9/15/2026	P02455--LUCIA MENDOZA OCHOA	122234140023969	2,432.04
	9/15/2026	P02454--INOCENCIA SALAS ROJAS	122234140023968	9,684.54
	9/15/2026	P02453--LORENA TRUJILLO ESCOBEDO	122234140023967	2,359.30
	9/15/2026	P02450--RUBICEL RUIZ SOLORIO	122234140023966	9,466.12
	9/15/2026	P02448--JANET RODRIGUEZ	122234140023965	7,203.49
	9/15/2026	P02446--MARIA DOLORES GOMEZ	122234140023964	2,547.33
	9/15/2026	P02130--ARACELY CRUZ DE MONTERROSA	122234140023963	12,442.98

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P02122--JOANNA GONZALEZ	122234140023962	2,020.49
	9/15/2026	P02118--ODAIVA GUADALUPE CENTENO	122234140023961	8,385.00
	9/15/2026	P02109--JACLYN PRADO	122234140023960	1,923.79
	9/15/2026	P02093--SUSY I SANTACRUZ DE SAHAGUN	122234140023959	5,636.47
	9/15/2026	P02092--CATALINA RIVERA DE ESPINOZA	122234140023958	4,705.71
	9/15/2026	P02090--HERMELINDA VILLEDA	122234140023957	988.23
	9/15/2026	P02443--MONICA VEGA	122234140023956	5,573.37
	9/15/2026	P02438--GEORGINA CONCEPCION WARREN COSTALES	122234140023955	10,725.50
	9/15/2026	P02429--KARLA IVETTE MARTINEZ HERNANDEZ	122234140023954	3,754.18
	9/15/2026	P02089--MARIA LAURA RAYA GOMEZ	122234140023953	5,712.94
	9/15/2026	P02088--MARIA Z RODRIGUEZ DE OCHOA	122234140023952	2,774.77
	9/15/2026	P02078--GUADALUPE AVILES LEYVA	122234140023951	2,970.90
	9/15/2026	P02053--ANA BERTHA BALLESTEROS JAIME	122234140023950	8,139.72
	9/15/2026	P02044--AYDE JAIME	122234140023949	4,225.52
	9/15/2026	P02032--MARIA F AGUILAR DE SANDOVAL	122234140023948	793.86
	9/15/2026	P01999--BERENICE IBARRA	122234140023947	1,809.88
	9/15/2026	P02426--ANNA DELFINA REYES	122234140023946	10,714.58
	9/15/2026	P02424--DALILA J CAVAZOS	122234140023945	11,259.06
	9/15/2026	P02422--ELIZABETH DIAZ	122234140023944	3,635.20
	9/15/2026	P02418--BERTHA ALICIA GOMEZ	122234140023943	2,084.75
	9/15/2026	P02416--DANIELA GUADALUPE ESPINOZA	122234140023942	6,370.31
	9/15/2026	P02415--TERESA DE LA LUZ SALAZAR MARTINEZ	122234140023941	13,537.84
	9/15/2026	P02414--BERTHA PEREZ DE NERTO	122234140023940	10,335.41
	9/15/2026	P02413--MIGUEL ANGEL GARCIA JIMENEZ	122234140023939	2,797.63
	9/15/2026	P02411--MAYRA ELENA GONZALEZ MORALES	122234140023938	8,168.80
	9/15/2026	P01984--IRMA YOLANDA ARCINIEGA	122234140023937	2,730.39
	9/15/2026	P01972--RUBICELA ALCANTAR DE TORRES	122234140023936	4,912.95
	9/15/2026	P01968--LOURDES PEREZ DE GARCIA	122234140023935	9,040.10
	9/15/2026	P01963--ELVIRA OCHOA GOMEZ	122234140023934	10,332.24
	9/15/2026	P01955--LIDIA ALONDRA BRAVO DE MENDOZA	122234140023933	9,354.93
	9/15/2026	P01954--MARIA GUADALUPE ZAMORA RODRIGUEZ	122234140023932	1,843.16
	9/15/2026	P01951--IRENE R SIXTOS	122234140023931	3,831.22
	9/15/2026	P01944A--JOSE FRANCISCO ALVARADO MENDEZ	122234140023930	994.93
	9/15/2026	P02397--ELVIRA GAMBOA	122234140023929	4,449.55
	9/15/2026	P02396--ANA MARIA RAMIREZ MEJIA	122234140023928	5,405.16
	9/15/2026	P02393--ADRIANA CEJA GONZALEZ	122234140023927	6,097.78
	9/15/2026	P01934--MARIA A MAGALLON OROZCO	122234140023926	1,661.94
	9/15/2026	P01928--ANGELINA VASQUEZ	122234140023925	1,870.92
	9/15/2026	P01917--DAISY ALMIDA GONZALEZ	122234140023924	9,435.94
	9/15/2026	P01910--ANDREA BUENROSTRO	122234140023923	6,523.41
	9/15/2026	P01903--MARIA I ARROYO DE VAZQUEZ	122234140023922	1,049.37
	9/15/2026	P01901--XOCHITL QUIROZ DE ALCALA	122234140023921	3,648.72
	9/15/2026	P01889--MARIA SANDRA L DE ESTRADA	122234140023920	1,875.46
	9/15/2026	P02386--GREGORIA GALLEGOS	122234140023919	9,853.92
	9/15/2026	P02385--TEODORA GIRON MORALES	122234140023918	10,015.32
	9/15/2026	P01870--MARCELA G NUNEZ DE GUTIERREZ	122234140023917	9,307.63
	9/15/2026	P01867--IRMA AYALA CONTRERAS	122234140023916	1,009.18
	9/15/2026	P01853--MARIA C ZEPEDA DE NUNEZ	122234140023915	2,876.46
	9/15/2026	P01850--RUTH CARINA PAREDES	122234140023914	6,593.89
	9/15/2026	P01843--MARIANELA G ORTIZ	122234140023913	5,153.62
	9/15/2026	P02375--MARTHA ESTHELA SANCHEZ	122234140023912	12,369.56
	9/15/2026	P02374--DARLENE JIMENEZ	122234140023911	1,024.91
	9/15/2026	P02370--MARIA C ARELLANO DE CONTRERAS	122234140023910	979.00
	9/15/2026	P02368--CARMEN SANTOS PACHECO	122234140023909	10,331.41
	9/15/2026	P02367--BEATRIZ ADRIANA CARRILLO HERNANDEZ	122234140023908	6,806.72
	9/15/2026	P01809--CONSUELO PUGA	122234140023907	3,788.73
	9/15/2026	P01807--FELISITA GOMEZ DE GOMEZ	122234140023906	8,166.34
	9/15/2026	P01804--CECILIA ZAMORA	122234140023905	2,426.63
	9/15/2026	P01793--MARIA GUADALUPE BELTRAN SALCIDO	122234140023904	7,622.01
	9/15/2026	P01782--MONICA MARTINEZ	122234140023903	3,839.12
	9/15/2026	P01754--VERONICA L ESCOBAR	122234140023902	6,201.83
	9/15/2026	P01735--MARGARITA PADILLA BARAJAS	122234140023901	7,859.52
	9/15/2026	P01734--MARGARITA CORTES DE BARAJAS	122234140023900	12,790.82
	9/15/2026	P02351--ALMA DELIA WENCES	122234140023899	4,109.56
	9/15/2026	P02342--SANDRA PEREZ	122234140023898	10,502.85

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P01724--HEIDY ESMERALDA SANDOVAL	122234140023897	8,470.28
	9/15/2026	P01718--ONOFRE ZAMORA	122234140023896	9,286.27
	9/15/2026	P01692--MARIA PAZ RUIZ	122234140023895	5,995.30
	9/15/2026	P01685--SILVIA PRECIADO	122234140023894	1,594.14
	9/15/2026	P01666--PATRICIA SANCHEZ	122234140023893	6,571.69
	9/15/2026	P01664--ELIDA CRUZ	122234140023892	2,928.59
	9/15/2026	P01652--TRINIDAD TINOCO	122234140023891	4,114.74
	9/15/2026	P03087--DAISY CLARETH MARES ARRATIA	122234140023890	2,239.74
	9/15/2026	P03089--TERESA DE JESUS RODRIGUEZ VALEZQUEZ	122234140023889	3,925.90
	9/15/2026	P02925--SANTOS MIRIAM CRUZ	122234140023888	7,848.01
	9/15/2026	P02525--LETICIA HERNANDEZ PEREZ	122234140023887	793.44
	9/15/2026	P02519--ANDREA PIMENTEL DE DOMINGUEZ	122234140023886	9,482.30
	9/15/2026	P02515--MARTHA ALICIA MADRIGAL SOSA	122234140023885	5,740.53
	9/15/2026	P02507--LETICIA HERNANDEZ	122234140023884	1,804.79
	9/15/2026	P02505--YANELY GARCIA	122234140023883	1,718.37
	9/15/2026	P02499--MARIA DOLORES ARIAS	122234140023882	4,541.47
	9/15/2026	P02486--ROSALINDA VARGAS MATA	122234140023881	11,190.16
	9/15/2026	P02051--ANA MARTINEZ	122234140023880	443.72
	9/15/2026	P03088--MARITZA GARCIA	122234140023879	4,118.62
	9/15/2026	P02922--ROSAURA MARTINEZ GARCIA	122234140023878	2,468.05
	9/15/2026	P02923--ARACELI SANTOS PACHECO	122234140023877	5,992.59
	9/15/2026	P02912--ELENA GONZALEZ	122234140023876	11,035.08
	9/15/2026	P02926--ELIA AYALA	122234140023875	1,661.60
	9/15/2026	P00780--MAYRA FLORES	122234140023874	1,001.71
	9/15/2026	P02479--ORALIA QUIROZ	122234140023873	5,139.21
	9/15/2026	P02776--BRENDA BENAVIDEZ	122234140023872	1,445.92
	9/15/2026	P02711--MARIA ELIZABETH MARIN	122234140023871	1,479.32
	9/15/2026	P02759--VIANEY VILLANUEVA MAGALLON	122234140023870	991.71
	9/15/2026	P02775--NORA E LEMUS	122234140023869	8,587.79
	9/15/2026	P02833--MANUEL VILLAGOMEZ	122234140023868	5,019.64
	9/15/2026	P02835--LORENA QUINTERO	122234140023867	8,548.84
	9/15/2026	P02828--MARIA FERNANDA GARIBAY	122234140023866	4,633.13
	9/15/2026	P03046--ANA M LEON GONZALEZ	122234140023865	1,903.69
	9/15/2026	P02542A--LA ESTACION CHILDCARE LLC	122234140023864	4,551.99
	9/15/2026	P02839--CARLAANGELA RUIZ	122234140023863	3,821.20
	9/15/2026	P02843--ESMERALDA OSEGUERA HERRERA	122234140023862	5,941.90
	9/15/2026	P02824--ODILIA ELIZABETH VALENCIA	122234140023861	7,458.35
	9/15/2026	P02857--IRMA VILLA DE OLIVARES	122234140023860	6,886.60
	9/15/2026	P01122--MARIA DEL SOCORRO CARMONA	122234140023859	921.94
	9/15/2026	P03116--AURORA B A ROMERO	122234140023858	901.11
	9/15/2026	P00021--ANA ROSA M SANCHEZ	122234140023857	9,883.33
	9/15/2026	P00019--TERESA CAROLINA OROPEZA	122234140023856	4,310.07
	9/15/2026	P00014--LILIA ISORDIA DE RANGEL	122234140023855	4,808.94
	9/15/2026	P00003--CATALINA CASTRO AYALA	122234140023854	13,233.85
	9/15/2026	P00523--BEATRIZ TELLEZ DE TORRES	122234140023853	2,569.25
	9/15/2026	P00435--PATRICIA MUNOZ VASQUEZ	122234140023852	10,056.74
	9/15/2026	P00425--JUDITH ADRIANA PAREDES DE QUEZADA	122234140023851	2,736.50
	9/15/2026	P00329--MARIA GUADALUPE LOPEZ CORZA	122234140023850	6,905.94
	9/15/2026	P00163--LETICIA G HERNANDEZ	122234140023849	6,866.62
	9/15/2026	P00161--ALICIA GARCIA DE LEYVA	122234140023848	4,328.15
	9/15/2026	P00114--MARTHA ANGELICA SOLORIO DE ARCEO	122234140023847	5,612.85
	9/15/2026	P00090--MARIA ELENA CEJA	122234140023846	3,654.24
	9/15/2026	P00076--LILIA HORTENCIA OSEGUERA	122234140023845	8,071.77
	9/15/2026	P02068--DELIA LEMUS DE GARCIA	122234140023844	1,077.57
	9/15/2026	P03136--MARTHA MENDOZA DE CARRERA	122234140023843	855.17
	9/15/2026	P03131--ANA FRANCISCA MONCADA ARTEAGA	122234140023842	630.98
	9/15/2026	P03130--NEIRI ARABELLA KHULLAR	122234140023841	1,233.48
	9/15/2026	P02904--MAYRA ESTHER MENDOZA	122234140023840	7,267.59
	9/15/2026	P02870--ANA MARIA MARTINEZ	122234140023839	707.01
	9/15/2026	P02851--MARIA A ROMERO DE CRUZ	122234140023838	3,453.07
	9/15/2026	P02838--MALVINA RAMIREZ LOPEZ	122234140023837	9,156.04
	9/15/2026	P02853--BERTHA LILIA RUELAS DEL TORO	122234140023836	6,611.27
	9/15/2026	P02877--GRISELDA FERNANDEZ SALGADO	122234140023835	3,673.33
	9/15/2026	P02863--LAURA ANDRADE	122234140023834	3,840.53
	9/15/2026	P00251--EVANGELINA CERVANTES DE RAMOS	122234140023833	5,369.14

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P02864--REINA SANTIAGO PEREZ	122234140023832	12,459.27
	9/15/2026	P02866--BIBIANA LIZETTE HUERTA ARIAS	122234140023831	6,721.92
	9/15/2026	P02856--CONSUELO LIRA DE LEMUS	122234140023830	3,871.80
	9/15/2026	P02900--FABIOLA LEDEZMA DE NAVARRO	122234140023829	2,838.57
	9/15/2026	P02899--ANGELICA MORENO ESPINO	122234140023828	858.50
	9/15/2026	P03090--JESSIKA Y BATRES ZAVALA	122234140023827	3,600.63
	9/15/2026	P02931--ALICIA KARINA VENEGAS BRAVO	122234140023826	998.63
	9/15/2026	P02909--MAYRA ALEJANDR GONZALEZ GOMEZ	122234140023825	4,863.42
	9/15/2026	P02905--ALICIA MORENO CISNEROS	122234140023824	508.31
	9/15/2026	P02871--MIRIAM ELIZABETH JAIME	122234140023823	9,605.42
	9/15/2026	P02128--MARIA ARACELI CRUZ	122234140023822	1,619.07
	9/15/2026	P01024--MACARMEN LUCATERO	122234140023821	1,222.88
	9/15/2026	P02764--MARGARITA GARIBAY CORTES	122234140023820	11,358.71
	9/15/2026	P02762--MARIA ELENA LEAL	122234140023819	1,059.67
	9/15/2026	P02760--JUANA INEZ SALGADO RENTERIA	122234140023818	1,548.38
	9/15/2026	P03092--LETICIA ORTEGA GAZCA	122234140023817	6,846.72
	9/15/2026	P02907--MARIA MENDEZ DE CASTRO	122234140023816	4,449.20
	9/15/2026	P02825--DORA ALICIA ALAPIZCO BARRON	122234140023815	2,479.21
	9/15/2026	P02788--SILVIA MAGALLON DE REYES	122234140023814	1,001.71
	9/15/2026	P02796--NEREYDA LIRA LOPEZ	122234140023813	13,142.32
	9/15/2026	P02810--MARIA R LEMUS OROZCO	122234140023812	6,620.19
	9/15/2026	P02798--MARGARITA VALENCIA AVILA	122234140023811	12,222.64
	9/15/2026	P02847--ELSA LARREYNAGA BATRES	122234140023810	11,974.30
	9/15/2026	P03043--SUSANA RAMIREZ	122234140023809	3,735.07
	9/15/2026	P02901--MARIA D REYES-SOTO	122234140023808	7,825.98
	9/15/2026	P01908A--JAIMES ADELA FAMILY CHILD CARE INC	122234140023807	8,658.85
	9/15/2026	P02898--JASMIN HERRERA	122234140023806	5,650.28
	9/15/2026	P02897--MARTHA ALICIA CEJA	122234140023805	3,073.74
	9/15/2026	P02937--MAGDALENA MAGANA	122234140023804	6,092.08
	9/15/2026	P02650--MA BELEN RODRIGUEZ BRAVO	122234140023803	5,817.87
	9/15/2026	P02648--ISABEL MARTINEZ-LOMELI	122234140023802	4,256.74
	9/15/2026	P02645--JANET IBARRA	122234140023801	1,885.70
	9/15/2026	P02640--TERESA MENDOZA	122234140023800	1,001.71
	9/15/2026	P02637--DEANNA RAMIREZ	122234140023799	8,722.83
	9/15/2026	P02636--YAZMIN ARACELI NAVARRO HERRERA	122234140023798	3,094.18
	9/15/2026	P02635--MARIA E CUARA	122234140023797	1,230.47
	9/15/2026	P02634--EVA DILMA VARGAS	122234140023796	5,451.08
	9/15/2026	P02620--ARACELI JIMENEZ AVILA	122234140023795	4,218.28
	9/15/2026	P02613--MAYRA HERNANDEZ	122234140023794	2,796.00
	9/15/2026	P02609--ROSAURA IBARRA OROZCO	122234140023793	7,772.44
	9/15/2026	P02602--ADRIANA GOMEZ	122234140023792	12,303.68
	9/15/2026	P02601--DELFINA VAZQUEZ	122234140023791	1,049.37
	9/15/2026	P02598--MIRIAM LOPEZ GUTIERREZ	122234140023790	9,927.25
	9/15/2026	P02597--INES MARISCAL MACIAS	122234140023789	611.40
	9/15/2026	P02594--GUILLERMINA HERNANDEZ GOMEZ	122234140023788	5,340.16
	9/15/2026	P02592--ELDA KARINA IBARRA	122234140023787	9,231.87
	9/15/2026	P02589--BEATRIZ GONZALEZ DUENAS	122234140023786	1,168.96
	9/15/2026	P02749--ROSALIA MARTINEZ DE MENDOZA	122234140023785	1,718.37
	9/15/2026	P02584--NORMA PULIDO CRUZ	122234140023784	1,699.15
	9/15/2026	P02581--MARIA ELENA ESCOBAR	122234140023783	4,048.30
	9/15/2026	P02579--YOLANDA LIRA LEMUS	122234140023782	12,978.27
	9/15/2026	P02578--MARIA NANCY CRUZ	122234140023781	1,479.32
	9/15/2026	P02572--ESTHER NAVARRO	122234140023780	7,573.76
	9/15/2026	P02744--CAROLINA HERNANDEZ DE SOLORIO	122234140023779	1,506.50
	9/15/2026	P02736--CLAUDIA ZAVALA CISNEROS	122234140023778	2,541.01
	9/15/2026	P02570--TINA MARIE LOPEZ	122234140023777	5,818.17
	9/15/2026	P02562--IRMA FLORES	122234140023776	1,840.44
	9/15/2026	P02560--VERONICA HERNANDEZ	122234140023775	3,920.95
	9/15/2026	P02557--MARIA A LOPEZ	122234140023774	2,853.06
	9/15/2026	P02555--OGARIDT ALCANZAR MAGANA	122234140023773	6,064.64
	9/15/2026	P02722--BRENDA SUJEY MARTINEZ	122234140023772	6,691.76
	9/15/2026	P02721--OLGA LIRA DE GALLARDO	122234140023771	5,093.10
	9/15/2026	P02720--GUADALUPE LEMUS LEMUS	122234140023770	2,833.72
	9/15/2026	P02717--JOSELINE ARREDONDO	122234140023769	1,753.44
	9/15/2026	P02716--ESPERANZA RESENDEZ	122234140023768	1,809.12

Bank	Date	Vendor	Document no.	Base amount
	9/15/2026	P02713--MARIA ESTHER GONZALEZ AVALOS	122234140023767	4,247.34
	9/15/2026	P02554--YESICA SANCHEZ ARRIAGA	122234140023766	6,934.58
	9/15/2026	P02553--ELENA OCHOA CONTRERAS	122234140023765	1,274.50
	9/15/2026	P02549--MARIA REINA OROZCO MORA	122234140023764	7,676.08
	9/15/2026	P02545--ROCIO OROZCO IBARRA	122234140023763	10,327.58
	9/15/2026	P02543--MARISOL PEREZ	122234140023762	2,016.80
	9/15/2026	P02704--JANETH G SARABIA	122234140023761	12,503.68
	9/15/2026	P02696--MARIA ASUSENA GONZALEZ-GUTIERREZ	122234140023760	2,373.18
	9/15/2026	P02539--KASANDRA BASURTO	122234140023759	901.11
	9/15/2026	P02483--JASMINE CANCHOLA	122234140023758	775.26
	9/15/2026	P02692--KASANDRA LOPEZ-CORDERO	122234140023757	1,187.36
	9/15/2026	P02690--STEPHANIE VERDUGO	122234140023756	1,050.93
	9/15/2026	P02689--GUADALUPE OLAZABAL	122234140023755	833.63
	9/15/2026	P02687--ELIM RODRIGUEZ	122234140023754	4,662.97
	9/15/2026	P02679--ROSELIA MADERA DE CALDERA	122234140023753	3,703.57
	9/15/2026	P01940--YOLANDA GONZALEZ DE VARGAS	122234140023752	1,009.18
	9/15/2026	P01848--EDILIA GUTIERREZ DE GARCIA	122234140023751	1,902.55
	9/15/2026	P01802--SAIDY LORENA MAYEN	122234140023750	4,565.27
	9/15/2026	P01702--ALICIA SANCHEZ	122234140023749	784.84
	9/15/2026	P01638--ELIZABETH GONZALEZ	122234140023748	4,248.13
	9/15/2026	P01307--MELANEA FIERROS HIDALGO	122234140023747	8,246.79
	9/15/2026	P02673--NANCY GARIBAY HERNANDEZ	122234140023746	3,128.03
	9/15/2026	P02666--LUCERO MILLAN GARCIA	122234140023745	1,774.44
	9/15/2026	P01091--BIVIANA MANRIQUEZ	122234140023744	13,915.89
	9/15/2026	P01027--MA L MONROY DE SEVILLA	122234140023743	1,708.85
	9/15/2026	P00446--OLGA ZAMAGO	122234140023742	1,914.14
	9/15/2026	P02663--DIANE LOMELI	122234140023741	7,617.44
	9/15/2026	P02662--SILVIA MENDEZ URIBE	122234140023740	3,949.48
	9/15/2026	P02661--MARIA TERESA HEREDIA	122234140023739	6,839.47
	9/15/2026	P02660--MONICA LEMUS	122234140023738	884.06
	9/15/2026	P02659--ARACELI MORALES DE MARTINEZ	122234140023737	6,669.47
	9/15/2026	P02780--MARISSA LOPEZ LOPEZ	122234140023736	5,207.35
	9/15/2026	P02587--LORENA IBARRA	122234140023735	3,156.44
	9/15/2026	P02765--MARIA DEL CARMEN GUTIERREZ BRITO	122234140023734	7,736.27
	9/15/2026	P02771--MARIA TERESA HERNANDEZ	122234140023733	2,560.25
	9/15/2026	P02802--GUADALUPE DURAN	122234140023732	6,857.97
	9/15/2026	P02831--CINDY G CORONA	122234140023731	1,509.63
	9/15/2026	P02845--CARLOS ESTEVAN GARCIA	122234140023730	4,455.66
	9/15/2026	P02769--BEATRIZ BUENO	122234140023729	6,201.96
	9/15/2026	P02768--ALICIA MONTEJANO PENA	122234140023728	7,350.42
	9/15/2026	P01628--DORA LUZ RIVERA	122234140023727	13,281.65
	9/15/2026	P02859--DEISY GUADALUPE FERNANDEZ ARCEO	122234140023726	1,911.33
	9/15/2026	P02235--GABRIELA ARREGUIN	122234140023725	2,663.21
	9/15/2026	P02781--YESENIA GUADALUPE QUINTERO TAPIA	122234140023724	705.06
	9/16/2026	V05476--DESI RUDY SOLIS	312333	1,209.33
	9/16/2026	V05466--DOLORES MARIE ALCANTARA	312334	20.19
	9/18/2026	V00914--SOUTHERN CALIFORNIA EDISON	312337	749.94
	9/18/2026	V00914--SOUTHERN CALIFORNIA EDISON	312336	653.93
	9/18/2026	V00914--SOUTHERN CALIFORNIA EDISON	312335	3,777.61
	9/18/2026	V00914--SOUTHERN CALIFORNIA EDISON	Voided - 312074	-5,181.48
	9/21/2026	V04411--VETH CHUM	312338	3,563.18
	9/22/2026	V03474--ALICIA GAMINO	312381	101.50
	9/22/2026	V03474--ALICIA GAMINO	Voided - 309660	-101.50
	9/22/2026	V00689--MERCED COUNTY OFFICE OF EDUCATION	312521	300.00
	9/22/2026	V02690--HEARTS & LIVES	312461	550.00
	9/22/2026	V01005--TULARE COUNTY OFFICE OF EDUCATION	312582	500.00
	9/22/2026	V02966--MOJAVE UNIFIED SCHOOL DISTRICT	312524	450.00
	9/22/2026	V01041--VINELAND SCHOOL DISTRICT	312589	375.00
	9/22/2026	V00251--COUNTY OF KERN GENERAL SERVICES, 3RD FLOOR	312421	363.12
	9/22/2026	V02673--FIRST 5 MADERA COUNTY	312444	1,223.15
	9/22/2026	V01819--CENTRAL CAL MANAGEMENT, INC	312406	1,201.00
	9/22/2026	V01819--CENTRAL CAL MANAGEMENT, INC	312405	1,045.00
	9/22/2026	V02933--COMMUNITY SERVICES AND EMPLOYMENT TRAINING, INC.	312419	1,007.86
	9/22/2026	V01819--CENTRAL CAL MANAGEMENT, INC	312404	975.00
	9/22/2026	V03124--1020 CECIL LLC	312375	945.00

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V00977--THE HOUSING AUTHORITY OF THE COUNTY OF KERN	312579	735.00
	9/22/2026	V00947--SUNRISE VILLA PARTNERS	312577	700.00
	9/22/2026	V02227--CITY OF ARVIN	312414	692.11
	9/22/2026	V02479--RONALD SHELAN	312556	5,704.14
	9/22/2026	V03003--FIRST CONGREGATIONAL CHURCH BAKERSFIELD	312445	5,130.05
	9/22/2026	V00953--TAFT CITY SCHOOL DISTRICT	312578	5,071.35
	9/22/2026	V02580--BEAR MOUNTAIN RECREATION & PARK DISTRICT	312393	3,800.00
	9/22/2026	V00932--STELLAR PLAZA LLC	312576	3,500.00
	9/22/2026	V00365--FAIRFAX SCHOOL DISTRICT	312440	3,303.00
	9/22/2026	V05325--FRANCISCO PALACIOS BALTAZAR	312449	2,624.72
	9/22/2026	V05459--VANESSA DAYALI VILLAGRANA	312585	3,594.61
	9/22/2026	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	312490	2,200.00
	9/22/2026	V02967--MORE THAN ONE DIMENSION, INC.	312527	1,800.00
	9/22/2026	V02973--OMNI FAMILY HEALTH	312543	6,680.00
	9/22/2026	V04287--GETSEMANI DURAN	312455	1,704.58
	9/22/2026	V00798--PREWITT FAMILY DECEDENTS TRUST	312550	1,500.00
	9/22/2026	V03157--KERN ISLAND INVESTORS, GP	312493	8,100.00
	9/22/2026	V03157--KERN ISLAND INVESTORS, GP	312492	7,399.50
	9/22/2026	V02424--MCFARLAND UNIFIED SCHOOL DISTRICT	312517	100.00
	9/22/2026	V05456--CAL WORLD CALIFORNIA AVENUE LP	312398	2,187.00
	9/22/2026	V03448--ABRAN GONZALEZ	312378	301.00
	9/22/2026	V04192--BERTOLDO ZARAGOZA VIVEROS	312395	170.00
	9/22/2026	V05312--KERN HOUSING V LLC	312491	550.00
	9/22/2026	V03694--JUANITA JACKSON	312484	506.00
	9/22/2026	V03098--GEAHI GREEN GARDENS LP	312454	500.00
	9/22/2026	V01027--VARNER BROS INC	312587	358.85
	9/22/2026	V05464--SNG INVESTMENTS LLC	312562	1,450.00
	9/22/2026	V04765--COMCAST CORPORATION	312418	1,029.04
	9/22/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312430	1,007.00
	9/22/2026	V00565--KERN COMMUNITY COLLEGE DISTRICT	312488	1,000.00
	9/22/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312429	716.00
	9/22/2026	V00801--PRODUCERS DAIRY FOODS INC	312551	2,387.29
	9/22/2026	V00806--PROTECTION 1/ADT	312552	631.39
	9/22/2026	V04486--COUNTY OF KERN	312420	79,770.68
	9/22/2026	V00370--FEDEX	312441	78.98
	9/22/2026	V05399--MELISSA DAVIES	312518	100.00
	9/22/2026	V03314--VESTIS GROUP, INC	312588	89.17
	9/22/2026	V05484--TONY DUVAL JR	312581	50.00
	9/22/2026	V05485--HEATHER FLORES	312462	50.00
	9/22/2026	V05480--CHRISTOPHER BOWHAY	312411	50.00
	9/22/2026	V05483--DAVID CONLEY	312424	50.00
	9/22/2026	V05486--AARON HERNANDEZ	312377	50.00
	9/22/2026	V05481--LINDI BURTON	312497	50.00
	9/22/2026	V00907--SOCALGAS	312563	100.79
	9/22/2026	V05489--VALENCIA SLACK	312584	100.00
	9/22/2026	V05397--MONTY GOREE	312526	100.00
	9/22/2026	V04835--LOS BROTHERS KITCHEN	312499	487.13
	9/22/2026	V05482--BENJAMIN CHAVEZ	312394	50.00
	9/22/2026	V05401--DENITA HOPPER	312426	50.00
	9/22/2026	V05396--JAYSEAN COLLINS	312472	50.00
	9/22/2026	V00216--CITY OF STOCKTON	312415	462.49
	9/22/2026	V05400--WADE GRISSOM	312590	100.00
	9/22/2026	V05398--ALEX ROBERTSON	312380	100.00
	9/22/2026	V03846--NATIVIDAD VALDOVINOS GUTIERREZ	312529	534.75
	9/22/2026	V00659--MARIA ORNELAS	312511	3,000.00
	9/22/2026	V00914--SOUTHERN CALIFORNIA EDISON	312564	1,457.05
	9/22/2026	V00477--INDIAN WELLS VALLEY WATER DISTRICT	312468	1,403.47
	9/22/2026	V05465--PLACER TITLE COMPANY	312549	1,000.00
	9/22/2026	V00389--FLYERS ENERGY LLC	312447	745.85
	9/22/2026	V04602--SEQUOIA PEST SOLUTIONS	312559	140.00
	9/22/2026	V00429--GRIMMWAY ENTERPRISES, INC.	312459	2,520.00
	9/22/2026	V01009--ULINE	312583	4,911.09
	9/22/2026	V00194--CHARTER COMMUNICATIONS	312408	135.41
	9/22/2026	V00419--GOLDEN EMPIRE TRANSIT DISTRICT	312458	57.00
	9/22/2026	V00207--CINTAS CORPORATION #668	312413	589.33

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V03430--SPECTRUM/CHARTER	312571	180.00
	9/22/2026	V04971--NISSAN NORTH AMERICA, INC.	312532	309.72
	9/22/2026	V05237--A-1 GARAGE	312376	1,808.88
	9/22/2026	V05453--PETRA ALANIZ	312547	65.00
	9/22/2026	V00092--AT&T	312392	273.97
	9/22/2026	V03680--JENNY CHAU RIVERO	312475	184.99
	9/22/2026	V03100--HOUSING AUTHORITY OF THE COUNTY OF KERN	312466	1,050.19
	9/22/2026	V03100--HOUSING AUTHORITY OF THE COUNTY OF KERN	312465	3,689.66
	9/22/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	312574	165.41
	9/22/2026	V04963--LYNDA WILSON	312502	375.00
	9/22/2026	V00374--FERGUSON ENTERPRISES INC #1350	312442	343.78
	9/22/2026	V03430--SPECTRUM/CHARTER	312570	170.00
	9/22/2026	V03430--SPECTRUM/CHARTER	312569	229.99
	9/22/2026	V03430--SPECTRUM/CHARTER	312568	210.00
	9/22/2026	V03430--SPECTRUM/CHARTER	312567	229.99
	9/22/2026	V03172--OFFICE1 LEASING	312542	516.25
	9/22/2026	V03430--SPECTRUM/CHARTER	312566	499.00
	9/22/2026	V03430--SPECTRUM/CHARTER	312565	320.25
	9/22/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	312573	165.39
	9/22/2026	V03172--OFFICE1 LEASING	312541	2,076.27
	9/22/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	312572	256.71
	9/22/2026	V00093--AT&T	312391	156.49
	9/22/2026	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	312575	16.43
	9/22/2026	V00728--NEEDLES PUBLIC UTILITY AUTHORITY	312530	154.50
	9/22/2026	V00206--CHRISTOPHER PERCIVAL	312412	1,740.29
	9/22/2026	V04430--CALIFORNIA WATER SERVICE COMPANY	312400	573.74
	9/22/2026	V05457--FIFTEENTH DIST AGRICULTURAL ASSN	312443	380.00
	9/22/2026	V00169--CALIFORNIA WATER SERVICE	312399	2,348.24
	9/22/2026	V00419--GOLDEN EMPIRE TRANSIT DISTRICT	312457	57.00
	9/22/2026	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	312489	1,189.25
	9/22/2026	V04978--WASH MULTIFAMILY ACQUISITION INC.	312591	123.39
	9/22/2026	V00829--RIDGECREST CHAMBER OF COMMERCE	312554	315.00
	9/22/2026	V03172--OFFICE1 LEASING	312540	889.33
	9/22/2026	V00787--PG&E	312548	30,566.52
	9/22/2026	V01060--WEST KERN COMMUNITY COLLEGE DISTRICT	312593	18,180.00
	9/22/2026	V00294--DEPARTMENT OF JUSTICE	312428	996.00
	9/22/2026	V03963--VANESSA MOLINA	312586	801.04
	9/22/2026	V00187--CERTIFIX INC	312407	624.00
	9/22/2026	V02777--MARIA ALICIA HUIZAR	312506	437.76
	9/22/2026	V05475--ERIKA ISIDORO	312437	370.12
	9/22/2026	V00896--SHEVADA DOVE-WILLIAMS	312561	335.16
	9/22/2026	V04364--MIRIAM BLANCAS GODINEZ	312522	325.28
	9/22/2026	V05197--LOGAN WALKER	312498	302.48
	9/22/2026	V03950--TINA NUNEZ	312580	224.96
	9/22/2026	V03770--MANUELA CASTILLO	312504	224.96
	9/22/2026	V04104--LUZ YOUNG	312501	221.92
	9/22/2026	V03397--MAEGAN ROUSE	312503	221.92
	9/22/2026	V03644--GLORIA VERGARA	312456	185.44
	9/22/2026	V05077--WENDY COWART	312592	182.40
	9/22/2026	V04550--JENNIFER WONNACOTT	312474	171.76
	9/22/2026	V04983--JENNY RIVERO	312476	171.76
	9/22/2026	V03862--OSCAR W MARTINEZ	312544	159.60
	9/22/2026	V03824--MELISSA STOWELL	312519	153.52
	9/22/2026	V04020--CLAUDIA SOLORIO SANCHEZ	312416	153.52
	9/22/2026	V02786--MARIA LAURA GONZALEZ	312508	151.24
	9/22/2026	V03599--EDNA QUINONEZ	312433	137.56
	9/22/2026	V00197--CHELSEY M NIELSEN	312410	126.16
	9/22/2026	V04103--GABRIELA MORENO	312452	125.40
	9/22/2026	V04102--IRIS LOPEZ	312470	125.40
	9/22/2026	V03624--EVA RODRIGUEZ	312439	123.12
	9/22/2026	V03712--KATHY VALDIVIA	312487	115.52
	9/22/2026	V03573--CYNTHIA MONTERROSO	312423	115.52
	9/22/2026	V03628--FRANCIS VEGA	312448	113.24
	9/22/2026	V03656--HEIDY ESPINOZA	312463	109.44
	9/22/2026	V03442--JEREMIN EASTER	312477	102.60

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V03564--CLAUDIA VALENCIA PRECIADO	312417	101.84
	9/22/2026	V05488--KAMERAN PAGE	312485	100.00
	9/22/2026	V03689--JIMMIE ALVIDREZ	312480	91.20
	9/22/2026	V04384--RAUL GONZALEZ	312553	85.12
	9/22/2026	V04024--MARIA CERVANTES	312507	82.08
	9/22/2026	V04021--NATASHA CHUDY	312528	81.32
	9/22/2026	V02700--JACINTA ZEPEDA	312471	81.32
	9/22/2026	V03504--ANNA SAAVEDRA	312390	117.80
	9/22/2026	V00431--GUADALUPE CANCHOLA CASTELLANO	312460	79.04
	9/22/2026	V04130--ANA HERNANDEZ ZARATE	312385	75.24
	9/22/2026	V03610--ENEDINA MARTINEZ	312435	65.36
	9/22/2026	V03568--CRISEL AVELAR	312422	65.36
	9/22/2026	V04129--MARTHA PEREZ DE SERRANO	312516	62.32
	9/22/2026	V03685--JESSICA HERNANDEZ	312479	62.32
	9/22/2026	V04972--BIOMEDICAL WASTE DISPOSAL INC.	312396	184.00
	9/22/2026	V04833--KEYRY BARRAGAN SANTILLAN	312494	54.72
	9/22/2026	V03528--BLANCA QUINTERO	312397	54.72
	9/22/2026	V04912--JUAN RAMIREZ CALDERON	312483	54.72
	9/22/2026	V03538--CARELI LEYVA	312401	54.72
	9/22/2026	V03869--PAULA HUERTA	312545	54.72
	9/22/2026	V02946--ICELA GUTIERREZ CUEVAS	312467	54.72
	9/22/2026	V03825--MELODY ALDEN	312520	54.72
	9/22/2026	V04834--MIRTHA ANDRADE	312523	54.72
	9/22/2026	V03491--ANDREA ARCEO	312386	54.72
	9/22/2026	V02178--ANGELICA HERALDEZ	312388	54.72
	9/22/2026	V03486--ANA CARRENO	312383	53.96
	9/22/2026	V03582--DELIA SANCHEZ	312425	51.68
	9/22/2026	V04791--ALMA C MENDOZA	312382	51.68
	9/22/2026	V03870--PAULINO CRUZ	312546	50.92
	9/22/2026	V05487--RONDA MCGUFFEY	312557	50.00
	9/22/2026	V03760--LUCIA ALVARADO	312500	47.12
	9/22/2026	V04831--KATHERINE GAMA MIRANDA	312486	47.12
	9/22/2026	V02437--MONIQUE TAYLOR JACKSON	312525	45.60
	9/22/2026	V03989--YVONNE SALDANA	312594	44.08
	9/22/2026	V03672--JAZMIN DE LA CRUZ DUARTE	312473	44.08
	9/22/2026	V04115--ESTEFANY AVITIA	312438	44.08
	9/22/2026	V03785--MARIA MORENO GOMEZ	312510	41.80
	9/22/2026	V04026--SHAWNA MARKS	312560	41.04
	9/22/2026	V04285--FLORENTINA ARANA	312446	38.76
	9/22/2026	V04655--GALILEA HERRERA	312453	36.48
	9/22/2026	V04937--LEAH GREEN	312496	32.68
	9/22/2026	V04000--MARI BARRIENTOS	312505	31.92
	9/22/2026	V03605--ELIZABETH TOMBOC	312434	31.92
	9/22/2026	V04746--JOANNA ZAVALA	312481	31.92
	9/22/2026	V05380--ERIC WHITMAN	312436	31.92
	9/22/2026	V04857--MARIA PIZANO	312512	31.16
	9/22/2026	V03550--CECILIA C AYALA	312403	30.40
	9/22/2026	V03497--ANGEL PEREZ AREVALO	312387	29.64
	9/22/2026	V03886--RIGOBERTO REYES	312555	26.60
	9/22/2026	V04131--CHASITY DIAZ	312409	24.32
	9/22/2026	V05178--FREDDY MAE HOWARD	312450	22.80
	9/22/2026	V04133--MARIA VILLANUEVA	312513	19.76
	9/22/2026	V04106--NILZA HERNANDEZ	312531	19.76
	9/22/2026	V04018--LAURA MUNOZ	312495	18.24
	9/22/2026	V03629--GABRIELA MCCAULEY	312451	18.24
	9/22/2026	V05477--IRIS FARIAS RODRIGUEZ	312469	16.72
	9/22/2026	V04112--MARISOL HERNANDEZ	312515	15.96
	9/22/2026	V04346--MARIA MORALES ZARATE	312509	15.20
	9/22/2026	V04877--CARMEN TOZCANO PARRA	312402	14.44
	9/22/2026	V04178--MARIBEL DURAN	312514	6.84
	9/22/2026	V04219--ANA E HERNANDEZ PALACIOS	312384	4.56
	9/22/2026	V04866--EAST HILLS ASSOCIATES LP	312432	660.00
	9/22/2026	V03222--JOE CHAVARRIA	312482	545.58
	9/22/2026	V05452--JESSE URREA	312478	90.00
	9/22/2026	V04002--RUBEN RIVERA	312558	421.70

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V03172--OFFICE1 LEASING	312539	186.82
	9/22/2026	V05403--DOMA PROPERTIES	312431	1,235.00
	9/22/2026	V03172--OFFICE1 LEASING	312538	702.90
	9/22/2026	V03172--OFFICE1 LEASING	312537	429.86
	9/22/2026	V03172--OFFICE1 LEASING	312536	393.16
	9/22/2026	V03172--OFFICE1 LEASING	312535	328.68
	9/22/2026	V03172--OFFICE1 LEASING	312534	312.16
	9/22/2026	V04090--ALEJANDRA VERDUZCO	312379	32.68
	9/22/2026	V03172--OFFICE1 LEASING	312533	2,048.50
	9/22/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	312464	3,698.20
	9/22/2026	V00294--DEPARTMENT OF JUSTICE	312427	477.00
	9/22/2026	V04888--ANITA ANDERSEN	312389	230.00
	9/22/2026	P03138--CIRINA GARCIA JIMENEZ	312343	366.93
	9/22/2026	P03128--ROSA MARIA ZAMORA BECERRA	312368	1,038.70
	9/22/2026	P03085--MARIA ALVAREZ ROCHA	312354	2,524.33
	9/22/2026	P03041--VERONICA SAAVEDRA MAYA	312372	1,773.78
	9/22/2026	P03017--OFELIA SANDOVAL ELIZONDO	312361	1,879.29
	9/22/2026	P02951--IRENE FUENTES-TAPIA	312347	8,314.12
	9/22/2026	P02950--NORA NOELIA LUCATERO MORENO	312360	6,428.43
	9/22/2026	P02943--YOLANDA GARCIA SABINO	312373	4,117.85
	9/22/2026	P02908--ROSA ELVIA ROJAS DE LOPEZ	312367	1,343.54
	9/22/2026	P02887--LAURA IVETH ESQUIVEL	312350	7,825.51
	9/22/2026	P02881--PERLA GUADALUPE DIAZ MORENO	312363	1,217.03
	9/22/2026	P02876--ESPERANZA GALLEGOS-RUIZ	312345	858.61
	9/22/2026	P02854--FERNANDO MARQUEZ ROMERO	312346	2,410.89
	9/22/2026	P02820--ROCIO GARDUNO MAGO	312364	1,639.48
	9/22/2026	P02819--JAQUILINA GARCIA OSORIO	312348	575.50
	9/22/2026	P02626--YULISA OROZCO LEMUS	312374	5,317.27
	9/22/2026	P02494A--MARIA LOURDES MORENO ESQUIVEL	312358	1,326.20
	9/22/2026	P02431--ROCIO VERONICA MUNIZ CERECEDA	312366	4,681.44
	9/22/2026	P02326--MARIA J MARTINEZ DE GARCIA	312357	2,580.37
	9/22/2026	P02252--ANDREA R RIVERA	312341	3,350.36
	9/22/2026	P02224--ROCIO JOSEFINA HERNANDEZ	312365	7,623.23
	9/22/2026	P02182--KAREN BACA MORENO	312349	2,833.72
	9/22/2026	P02160--ROSALBA CABRAL	312369	3,465.65
	9/22/2026	P02100--SOCORRO LARA DE GOVEA	312371	3,595.97
	9/22/2026	P01849--LORI MACIAS CERNA	312351	7,157.47
	9/22/2026	P01775--CECILIA GAYTAN DE ZARATE	312342	898.50
	9/22/2026	P01663--MARCELA CHAVEZ OSEGUERA	312353	5,568.06
	9/22/2026	P01633--MARIA G LUNA PEREZ	312356	1,980.75
	9/22/2026	P01544--MARIA B CRUZ DE PULIDO	312355	11,575.79
	9/22/2026	P00801--ROSAURA QUINTERO DE LOPEZ	312370	3,783.29
	9/22/2026	P00716--ELIZABETH MARTINEZ	312344	3,871.80
	9/22/2026	P00705--AMPARO MAGANA	312339	2,496.63
	9/22/2026	P00526--ANDRADE ESTELA Y JOSE FAMILY CHILD CARE	312340	2,704.32
	9/22/2026	P00485--MARIA P COSIO	312359	8,206.45
	9/22/2026	P00444--LUZ E VENEGAS	312352	11,540.77
	9/22/2026	P00383--PATRICIA H MARTINEZ	312362	5,175.06
	9/22/2026	V04575--LOWE'S COMPANIES, INC.	122234140024668	298.10
	9/22/2026	V04575--LOWE'S COMPANIES, INC.	122234140024667	56.70
	9/22/2026	V04575--LOWE'S COMPANIES, INC.	122234140024666	18.54
	9/22/2026	V04575--LOWE'S COMPANIES, INC.	122234140024665	71.86
	9/22/2026	V04575--LOWE'S COMPANIES, INC.	122234140024664	47.22
	9/22/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140024663	36,038.69
	9/22/2026	V01072--YABITO CORPORATION	122234140024662	1,598.00
	9/22/2026	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN COUNTY, INC.	122234140024661	666.98
	9/22/2026	V00747--OLLIE SHANKLE TRUSTEE (LESSOR)	122234140024660	10,825.00
	9/22/2026	V00718--M-R PROPERTIES	122234140024659	7,291.00
	9/22/2026	V04593--ORCHARD ALLIANCE - WAYSIDE CHAPEL	122234140024658	21,641.00
	9/22/2026	V04591--STAR 2 HOLDING LLC	122234140024657	1,158.30
	9/22/2026	V04143--NEORIA FAMILY REVOCABLE TRUST, PARAMPAL SINGH	122234140024656	6,525.05
	9/22/2026	V03295--RANCHO DE STINE LLC	122234140024655	22,516.00
	9/22/2026	V03278--LODI MUSLIM MOSQUE	122234140024654	5,700.00
	9/22/2026	V03247--BKAT, INC	122234140024653	11,585.03
	9/22/2026	V03159--JOHN REY	122234140024652	1,875.00

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V03071--COUNTY OF KERN - MORTGAGE PAYMENT ONLY	122234140024651	44,367.81
	9/22/2026	V03007--JANET Y YU	122234140024650	700.00
	9/22/2026	V03006--GRACE COMMUNITY CHURCH	122234140024649	5,804.17
	9/22/2026	V02796--MARK AND HELENE MCELYEA	122234140024648	4,000.00
	9/22/2026	V02263--DIVERSIFIED PROJECT SERVICES INTL., INC.	122234140024647	9,842.00
	9/22/2026	V02261--DIOCESE OF FRESNO EDUCATION CORPORATION	122234140024646	3,617.47
	9/22/2026	V02150--5905 NILES ST LLC	122234140024645	5,276.70
	9/22/2026	V04773--EASTON BUSINESS COMPLEX	122234140024644	331.00
	9/22/2026	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN COUNTY, INC.	122234140024643	5,858.64
	9/22/2026	V00808--PROTEUS INC	122234140024642	500.00
	9/22/2026	V04640--NEEDLES FOR THE FUTURE	122234140024641	457.91
	9/22/2026	V03681--JERRY MEADE	122234140024640	506.00
	9/22/2026	V03986--YOLANDA GONZALES	122234140024639	442.00
	9/22/2026	V03744--LISA GONZALES	122234140024638	506.00
	9/22/2026	V00231--COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION	122234140024637	83.00
	9/22/2026	V03470--ALFONSO MORALES	122234140024636	170.00
	9/22/2026	V03380--CARITINA PEREZ	122234140024635	136.25
	9/22/2026	V03371--LUCERO GONZALEZ	122234140024634	136.25
	9/22/2026	V03057--CSG-NAM, LLC	122234140024633	9.99
	9/22/2026	V02330--JEREMY T TOBIAS	122234140024632	555.08
	9/22/2026	V03174--OFFICE IMAGING, INC	122234140024631	328.97
	9/22/2026	V00937--STINSON STATIONERS	122234140024630	705.52
	9/22/2026	V00024--ADP, LLC.	122234140024629	26,582.23
	9/22/2026	V00883--SEIU LOCAL 521	122234140024628	19,158.35
	9/22/2026	V00937--STINSON STATIONERS	122234140024627	423.31
	9/22/2026	V00937--STINSON STATIONERS	122234140024626	887.43
	9/22/2026	V00937--STINSON STATIONERS	122234140024625	589.47
	9/22/2026	V00937--STINSON STATIONERS	122234140024624	141.10
	9/22/2026	V00770--KERN PRINT SERVICES, INC	122234140024623	8,188.17
	9/22/2026	V05273--MIKE HERNANDEZ	122234140024622	50.00
	9/22/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140024621	355.03
	9/22/2026	V00697--MICROSOFT CORPORATION	122234140024620	57.60
	9/22/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024619	260.48
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024618	1,804.55
	9/22/2026	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140024617	1,856.04
	9/22/2026	V03191--VAL-PRO, INC	122234140024616	1,256.50
	9/22/2026	V05374--KRISTY LOUISE HERRON	122234140024615	50.00
	9/22/2026	V00005--A-1 BATTERY COMPANY	122234140024614	177.37
	9/22/2026	V00874--SAVE MART SUPERMARKETS	122234140024613	340.04
	9/22/2026	V00704--MISSION LINEN SUPPLY	122234140024612	1,836.94
	9/22/2026	V00704--MISSION LINEN SUPPLY	122234140024611	1,728.74
	9/22/2026	V00704--MISSION LINEN SUPPLY	122234140024610	1,031.87
	9/22/2026	V00704--MISSION LINEN SUPPLY	122234140024609	57.03
	9/22/2026	V00631--M AND S SECURITY SERVICES INC	122234140024608	520.00
	9/22/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140024607	298.00
	9/22/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140024606	162.00
	9/22/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140024605	135.00
	9/22/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140024604	100.00
	9/22/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140024603	67.00
	9/22/2026	V03174--OFFICE IMAGING, INC	122234140024602	28.29
	9/22/2026	V00979--THE MARCOM GROUP, INC.	122234140024601	95.00
	9/22/2026	V00979--THE MARCOM GROUP, INC.	122234140024600	95.00
	9/22/2026	V05154--JAELYN RAQUEL LEON	122234140024599	750.00
	9/22/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS COMPANY	122234140024598	10,306.99
	9/22/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024597	119.82
	9/22/2026	V00452--HEWLETT-PACKARD COMPANY	122234140024596	1,893.19
	9/22/2026	V02330--JEREMY T TOBIAS	122234140024595	75.00
	9/22/2026	V00226--RLH FIRE PROTECTION, INC.	122234140024594	308.00
	9/22/2026	V04884--PAUL V BRIANO III	122234140024593	685.00
	9/22/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140024592	829.44
	9/22/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140024591	1,103.30
	9/22/2026	V04827--SAUL M CEDENO DBA MR CLEAN AUTO DETAILING	122234140024590	2,000.00
	9/22/2026	V00937--STINSON STATIONERS	122234140024589	376.65
	9/22/2026	V00697--MICROSOFT CORPORATION	122234140024588	228.00
	9/22/2026	V02330--JEREMY T TOBIAS	122234140024587	125.75

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V01044--W W GRAINGER INC	122234140024586	338.28
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024585	40.93
	9/22/2026	V03954--TRACY WEBSTER	122234140024584	191.77
	9/22/2026	V03421--REBECCA MORENO	122234140024583	259.41
	9/22/2026	V03334--Pritika Ram	122234140024582	130.41
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024581	123.82
	9/22/2026	V00260--CROWN EQUIPMENT CORPORATION	122234140024580	396.62
	9/22/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140024579	585.75
	9/22/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024578	206.65
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024577	7,093.84
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024576	7,093.84
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024575	7,093.84
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024574	4,256.31
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024573	2,837.54
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024572	2,837.54
	9/22/2026	V05194--AUTUMN MITCHELL	122234140024571	1,125.00
	9/22/2026	V03114--FS FORTIETH STREET LP	122234140024570	570.50
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024569	50.37
	9/22/2026	V03288--OASIS AIR AND SOLAR	122234140024568	2,520.13
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024567	33,063.32
	9/22/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024566	505.86
	9/22/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALL	122234140024565	168.75
	9/22/2026	V00592--LAKESHORE PARENT, LLC	122234140024564	102.32
	9/22/2026	V00182--CDW LLC	122234140024563	1,836.93
	9/22/2026	V05390--GEOVANY LIZARRAGA	122234140024562	134.22
	9/22/2026	V02324--JACQUELINE GUERRA	122234140024561	831.97
	9/22/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140024560	1,204.20
	9/22/2026	V02330--JEREMY T TOBIAS	122234140024559	342.02
	9/22/2026	V00399--FRESH BABY LLC	122234140024558	9,173.07
	9/22/2026	V00697--MICROSOFT CORPORATION	122234140024557	96.00
	9/22/2026	V00697--MICROSOFT CORPORATION	122234140024556	170.01
	9/22/2026	V05454--DRE PROPERTIES	122234140024555	2,022.00
	9/22/2026	V05454--DRE PROPERTIES	122234140024554	2,022.00
	9/22/2026	V05463--SAMM LLC	122234140024553	1,375.00
	9/22/2026	V05454--DRE PROPERTIES	122234140024552	150.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024551	468.00
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024550	41.12
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024549	98.22
	9/22/2026	V05145--VRUNDA PATWA	122234140024548	356.00
	9/22/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024547	1,074.55
	9/22/2026	V03070--RELIABLE ENERGY MANAGEMENT, INC.	122234140024546	3,692.88
	9/22/2026	V05145--VRUNDA PATWA	122234140024545	386.00
	9/22/2026	V00029--ADVANCED DATA STORAGE, INC	122234140024544	105.60
	9/22/2026	V03095--AMERITAS LIFE INSURANCE CORP.	122234140024543	6,178.76
	9/22/2026	V05145--VRUNDA PATWA	122234140024542	300.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024541	330.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024540	330.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024539	330.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024538	330.00
	9/22/2026	V00384--FIVE9 INC	122234140024537	5,707.59
	9/22/2026	V05145--VRUNDA PATWA	122234140024536	300.00
	9/22/2026	V00683--MCWILLIAMS & WALDEN INC	122234140024535	771.41
	9/22/2026	V03095--AMERITAS LIFE INSURANCE CORP.	122234140024534	39,829.26
	9/22/2026	V05375--LUCIO LOPEZ	122234140024533	50.00
	9/22/2026	V05274--ALICE LOPEZ	122234140024532	100.00
	9/22/2026	V05267--NIKKI BOLES	122234140024531	126.92
	9/22/2026	V04023--SILVIA HULSEY	122234140024530	38.00
	9/22/2026	V03898--ROSA RABAGO	122234140024529	118.56
	9/22/2026	V03836--MONICA ZAMUDIO	122234140024528	156.56
	9/22/2026	V03832--MONICA CASTANEDA	122234140024527	17.48
	9/22/2026	V03788--MARIA RAMOS	122234140024526	228.00
	9/22/2026	V03780--MARIA GUADIAN	122234140024525	22.04
	9/22/2026	V03641--GLORIA BARBERO	122234140024524	84.36
	9/22/2026	V03637--GIRLHENE SORIANO	122234140024523	155.04
	9/22/2026	V03636--GIOVANNI ARAGON	122234140024522	85.12

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	V03601--ELENA GARCIA	122234140024521	62.32
	9/22/2026	V03586--DESIREE JACKSON	122234140024520	55.48
	9/22/2026	V03583--DELORES PATRICIO	122234140024519	103.36
	9/22/2026	V03540--CARLEEN BENCOMA	122234140024518	325.28
	9/22/2026	V03493--ANDREA MARQUEZ	122234140024517	70.68
	9/22/2026	V03490--ANABEL JIMENEZ	122234140024516	74.48
	9/22/2026	V03484--AMBER PUMPHREY	122234140024515	19.76
	9/22/2026	V03439--MARY ANN MOONEY	122234140024514	155.04
	9/22/2026	V03438--LIZETTE BRAVO	122234140024513	173.28
	9/22/2026	V03414--ALMA SANCHEZ	122234140024512	1.52
	9/22/2026	V03353--Cynthia Magdaleno	122234140024511	6.84
	9/22/2026	V03344--ANNELISA CORONA	122234140024510	70.68
	9/22/2026	V02888--SUSIE E MARTINEZ	122234140024509	45.60
	9/22/2026	V02173--ANDRALETTE I WILSON	122234140024508	6.08
	9/22/2026	V01033--VERNON SORENSON MD INC	122234140024507	2,482.00
	9/22/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140024506	620.82
	9/22/2026	V00812--QUADIENT FINANCE USA INC	122234140024505	4,000.00
	9/22/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALL	122234140024504	602.10
	9/22/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALL	122234140024503	233.55
	9/22/2026	V00384--FIVE9 INC	122234140024502	5,234.76
	9/22/2026	V00265--CWP CALIFORNIA CORP	122234140024501	475.20
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024500	10.81
	9/22/2026	V00697--MICROSOFT CORPORATION	122234140024499	225.60
	9/22/2026	V03186--BLUETRITON BRANDS INC	122234140024498	31.97
	9/22/2026	V00697--MICROSOFT CORPORATION	122234140024497	132.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024496	330.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024495	550.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024494	500.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024493	500.00
	9/22/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024492	10,382.55
	9/22/2026	V05145--VRUNDA PATWA	122234140024491	300.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024490	300.00
	9/22/2026	V05023--REBECCA CASTRO	122234140024489	8.66
	9/22/2026	V05145--VRUNDA PATWA	122234140024488	3,098.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024487	1,700.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024486	300.00
	9/22/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALL	122234140024485	5,250.00
	9/22/2026	V04690--SAGASER WATKINS & WIELAND PC	122234140024484	6,505.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024483	150.00
	9/22/2026	V00312--DONAHUE TRUCK CENTERS	122234140024482	3,445.86
	9/22/2026	V04459--SPECIALTY TRIM AND AWNING INC	122234140024481	1,013.22
	9/22/2026	V05145--VRUNDA PATWA	122234140024480	2,640.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024479	2,465.20
	9/22/2026	V05145--VRUNDA PATWA	122234140024478	2,640.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024477	2,266.32
	9/22/2026	V04180--DIESEL DIRECT LLC	122234140024476	6,014.64
	9/22/2026	V05145--VRUNDA PATWA	122234140024475	1,936.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024474	1,600.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024473	2,100.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024472	1,870.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024471	1,760.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024470	1,600.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024469	2,310.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024468	1,600.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024467	1,600.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024466	1,600.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024465	1,600.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024464	1,400.00
	9/22/2026	V05145--VRUNDA PATWA	122234140024463	550.00
	9/22/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140024462	16,934.74
	9/22/2026	P03108--VIOLETA E HERNANDEZ BECERRA	122234140024461	2,776.25
	9/22/2026	P03115--MARIA ROSA RODRIGUEZ GUARDADO	122234140024460	972.17
	9/22/2026	P03102--TERESITA DE JESUS LEMUS MEDINA	122234140024459	991.71
	9/22/2026	P03082--MARIA G HERNANDEZ RAMIREZ	122234140024458	5,736.60
	9/22/2026	P03069--IRMA DEL CARMEN BARRERA MARTINEZ	122234140024457	7,453.85

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	P03100--YAZMIN ORTIZ	122234140024456	1,006.64
	9/22/2026	P03080--DIANNA HERNANDEZ	122234140024455	904.56
	9/22/2026	P02959--IMELDA TORRES RANGEL	122234140024454	7,016.56
	9/22/2026	P02962--MARIA ALEJANDRA MEJIA RUIZ	122234140024453	4,693.33
	9/22/2026	P03120--LUZ MARIA FONSECA AMBRIZ	122234140024452	834.03
	9/22/2026	P02989--YERALTDIN CUEVAS MEDINA	122234140024451	2,267.20
	9/22/2026	P03137--MARIBEL VILLASENOR	122234140024450	1,785.42
	9/22/2026	P03133--VALERIA DE AVILA	122234140024449	942.70
	9/22/2026	P03126--JUDY EBONY NAMBO DIAZ	122234140024448	1,587.85
	9/22/2026	P02772A--ROSA ELENA BUSTOS	122234140024447	6,165.86
	9/22/2026	P02988--EULOGIA LEON MENDOZA	122234140024446	2,798.25
	9/22/2026	P02965--VALERIA P DIAZ	122234140024445	1,797.00
	9/22/2026	P02754A--ANTONIO PERALTA DUQUE	122234140024444	8,594.28
	9/22/2026	P03140--YESENIA CHAIDEZ LOPEZ	122234140024443	699.95
	9/22/2026	P02977--SUSANA SALAZAR CONTRERAS	122234140024442	3,540.41
	9/22/2026	P02919--ANA KAREN VALENCIA TRUJILLO	122234140024441	4,107.47
	9/22/2026	P03020--YESICA LOPEZ MENDOZA	122234140024440	958.82
	9/22/2026	P03031--VERONICA VALDES VELIZ	122234140024439	1,514.21
	9/22/2026	P03051--MARIA DE LOURDES SALAZAR CONTRERAS	122234140024438	1,817.43
	9/22/2026	P02459--NEREYDA DAWN GONZALEZ	122234140024437	2,000.64
	9/22/2026	P03001--BERTHA MENDOZA HERNANDEZ	122234140024436	3,707.34
	9/22/2026	P02996--JENNIFER RENNE TENORIO	122234140024435	1,823.08
	9/22/2026	P02980--MA REYNA SICAIROS HEREDIA	122234140024434	5,729.54
	9/22/2026	P02974--BERENICE RAMOS QUEVEDO	122234140024433	2,491.67
	9/22/2026	P02942--CECILIA SANCHEZ	122234140024432	4,383.82
	9/22/2026	P02941--NANCY M GUILLEN CORTES	122234140024431	4,025.49
	9/22/2026	P02888--FANY J PEREZ DE RAMIREZ	122234140024430	1,593.38
	9/22/2026	P03064--MARIA ANGELICA MANZO ALVAREZ	122234140024429	1,324.58
	9/22/2026	P03057--AGUSTINA JOSEFA SANTOS DE VILLAVICENC	122234140024428	765.88
	9/22/2026	P02331--PAULA LARA VALDOVINOS	122234140024427	12,147.35
	9/22/2026	P01594--LETICIA FLORES	122234140024426	4,691.46
	9/22/2026	P01561--ANA M. DAVILA	122234140024425	6,212.99
	9/22/2026	P01556--YNEZ ATHENA CHAVEZ-ANDRADE	122234140024424	7,873.90
	9/22/2026	P01518--ROMELIA MORENO DE ESPINOZA	122234140024423	4,998.46
	9/22/2026	P01508--ROCELIA OROZCO LEMUS	122234140024422	7,893.25
	9/22/2026	P01482--ROSA ANGELA ORTIZ	122234140024421	1,613.18
	9/22/2026	P02320--LILIANA REYES GONZALEZ	122234140024420	921.94
	9/22/2026	P01465--ESMERALDA ALCANTARA	122234140024419	4,014.91
	9/22/2026	P01304--MARIA GUADALUPE JAYME	122234140024418	2,467.89
	9/22/2026	P02302--MARIBEL SANTOS GALINDO	122234140024417	1,768.69
	9/22/2026	P01288--DOLORES PALACIOS DE GUZMAN	122234140024416	11,605.73
	9/22/2026	P01128--VIRGINIA RANGEL	122234140024415	2,802.57
	9/22/2026	P02278--HAYDEE ESTEBAN	122234140024414	825.89
	9/22/2026	P02261--JUANA MORILLON GUILLEN	122234140024413	5,448.81
	9/22/2026	P00931--CARMEN MORALES DIAZ	122234140024412	1,507.36
	9/22/2026	P00852--ELISA GONZALES	122234140024411	5,548.54
	9/22/2026	P00837--AGUSTINA MORENO	122234140024410	3,826.74
	9/22/2026	P00808--MERCEDES CORRALES HIGUERA	122234140024409	879.30
	9/22/2026	P00805--ELVA BORUNDA FLORES	122234140024408	9,426.81
	9/22/2026	P00803--DELIA IRENE ARAUJO DOMINGUEZ	122234140024407	6,677.96
	9/22/2026	P00773--ROSALINDA G. OCHOA	122234140024406	3,243.59
	9/22/2026	P02242--TERESA LUZ RUIZ	122234140024405	6,336.64
	9/22/2026	P00718--JUANA CORTEZ DE PEREZ	122234140024404	7,446.04
	9/22/2026	P00682--BERTHA MORENO	122234140024403	12,044.65
	9/22/2026	P02218--ADELA RUIZ	122234140024402	3,724.30
	9/22/2026	P02217--MARIA LUISA CASAS	122234140024401	12,202.51
	9/22/2026	P02215--ERIKA L CENTENO	122234140024400	11,205.97
	9/22/2026	P02210--ANA HERMELINDA SANTOS PACHECO	122234140024399	11,840.89
	9/22/2026	P02201--BERTHA GOMEZ NUNEZ	122234140024398	11,125.02
	9/22/2026	P02180--SANDRA ELIZABETH SAMAYOA	122234140024397	511.34
	9/22/2026	P02482--YOANA PEREZ	122234140024396	3,837.20
	9/22/2026	P02481--MARICELA MUNOZ SANCHEZ	122234140024395	4,805.99
	9/22/2026	P02471--ISAIAH MONTELONGO VELASCO	122234140024394	5,615.49
	9/22/2026	P02470--ANDREA ESTRADA JIMENEZ	122234140024393	5,681.15
	9/22/2026	P02464--GLADYS ISELA RODRIGUEZ	122234140024392	7,315.84

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	P02173--BERTHA CONTRERAS	122234140024391	3,136.04
	9/22/2026	P02158--CASA DE ADORACION TULARE	122234140024390	5,281.28
	9/22/2026	P02154--GUADALUPE CABRERA	122234140024389	12,641.97
	9/22/2026	P02138--JACOBA C DE ANDRACA	122234140024388	5,713.56
	9/22/2026	P02463--YADIRA REBOLLEDO	122234140024387	10,604.21
	9/22/2026	P02435--JANET GARCIA-ALAPIZCO	122234140024386	5,166.74
	9/22/2026	P02430--ALMA AYDE GOMEZ ALVAREZ	122234140024385	6,530.65
	9/22/2026	P02083--MARIA PAZ	122234140024384	11,166.81
	9/22/2026	P02036--VIRGINIA FERREIRA	122234140024383	8,547.86
	9/22/2026	P01975--MARIA GUADALUPE DIAZ DE RUIZ	122234140024382	1,991.64
	9/22/2026	P01969--ANA MARIA NAVARRO GUTIERREZ	122234140024381	4,873.94
	9/22/2026	P01919--MARIA FRANCISCA MENA	122234140024380	9,404.59
	9/22/2026	P01906--SOFIA ALVAREZ DE GONZALEZ	122234140024379	10,116.91
	9/22/2026	P02381--LUZ A LOPEZ ZARATE	122234140024378	3,146.21
	9/22/2026	P01865--DINA BEATRIZ GONZALEZ	122234140024377	3,883.44
	9/22/2026	P01806--MARIA E SANCHEZ DE GOMEZ	122234140024376	9,694.87
	9/22/2026	P01789--MARIA G AYALA	122234140024375	6,083.28
	9/22/2026	P01765--VERONICA ALVAREZ	122234140024374	6,351.33
	9/22/2026	P02344--MARIA SANCHEZ IBARRA	122234140024373	1,008.40
	9/22/2026	P01670--GLORIA M PENA	122234140024372	2,103.03
	9/22/2026	P02738--LETICIA FUENTES LOPEZ	122234140024371	2,438.81
	9/22/2026	P02526--MARTINA RANGEL	122234140024370	7,762.38
	9/22/2026	P02513--ESMERALDA Y GONZALES	122234140024369	2,749.84
	9/22/2026	P02500--CYNTHIA E CASTILLO	122234140024368	835.71
	9/22/2026	P02479--ORALIA QUIROZ	122234140024367	379.32
	9/22/2026	P02759--VIANEY VILLANUEVA MAGALLON	122234140024366	951.68
	9/22/2026	P00810--MAGDA F. SALDIVAR	122234140024365	7,284.74
	9/22/2026	P01377--MARIA GUADALUPE NAVARRO DE ORTIZ	122234140024364	3,457.61
	9/22/2026	P02511A--GLAFIRA E CAMACHO DE TRUJILLO	122234140024363	4,762.60
	9/22/2026	P02824--ODILIA ELIZABETH VALENCIA	122234140024362	592.51
	9/22/2026	P02480--NYELI GONZALEZ	122234140024361	1,875.77
	9/22/2026	P02865--JENNIFER REYES	122234140024360	3,543.10
	9/22/2026	P00043--MARIA TERESA ALANIS	122234140024359	3,500.18
	9/22/2026	P00524--IRMA GUTIERREZ	122234140024358	5,693.96
	9/22/2026	P00468--GABRIELA GARCIA DE RODRIGUEZ	122234140024357	11,869.86
	9/22/2026	P00402--YOLANDA MUNOZ	122234140024356	13,784.16
	9/22/2026	P00325--YOLANDA SALDANA MORENO	122234140024355	464.96
	9/22/2026	P03135--ANA K SANCHEZ	122234140024354	511.88
	9/22/2026	P02864--REINA SANTIAGO PEREZ	122234140024353	12,540.51
	9/22/2026	P02755--LORRAINE DIAZ	122234140024352	9,361.40
	9/22/2026	P03094--JULIANA GONZALEZ DE VARGAS	122234140024351	4,393.22
	9/22/2026	P03091--MARIA G REYES DE VELASCO	122234140024350	2,431.92
	9/22/2026	P02892--SANDRA GABRIELA ARMENDARIZ	122234140024349	6,777.25
	9/22/2026	P02929--ELOISA E RAMIREZ GARCIA	122234140024348	3,624.21
	9/22/2026	P02918A--LITTLE DREAMERS CHILD CARE LLC	122234140024347	3,347.07
	9/22/2026	P02928--JOCELYN MARTEL	122234140024346	1,763.48
	9/22/2026	P02879--MAYRA A. RAMIREZ	122234140024345	1,809.12
	9/22/2026	P02872--STEPHANIE GARIBAY ZARAGOZA	122234140024344	3,341.24
	9/22/2026	P00661--SOCORRO A MENDOZA	122234140024343	3,286.00
	9/22/2026	P02826--SILVIA LEMUS DE OROZCO	122234140024342	5,761.02
	9/22/2026	P02799--ARACELI CASTRO BARRAZA	122234140024341	10,016.00
	9/22/2026	P02803--JAQUELINE MATURINO MONARREZ	122234140024340	4,652.65
	9/22/2026	P01033--BLANCA ESTELA JIMENEZ	122234140024339	1,503.45
	9/22/2026	P01033--BLANCA ESTELA JIMENEZ	122234140024338	304.00
	9/22/2026	P02874--DELMA CERVANTES CORTES	122234140024337	5,323.45
	9/22/2026	P02815--VICTORIA GOMEZ CRUZ	122234140024336	5,905.46
	9/22/2026	P02740A--LUCEROS DAYCARE	122234140024335	858.61
	9/22/2026	P02638--MARIA HAYDEE CRUZ DE SEGOVIA	122234140024334	8,998.01
	9/22/2026	P02615--NINFA E. RODRIGUEZ	122234140024333	4,654.93
	9/22/2026	P02613--MAYRA HERNANDEZ	122234140024332	903.50
	9/22/2026	P02611--ALAPIZCO FCC AKA EDU-CARE FAMILY CHILD CARE INC	122234140024331	4,811.08
	9/22/2026	P02603--SILVIA DAVALOS DE ANGUIANO	122234140024330	1,758.65
	9/22/2026	P02750--ROSA HILDA NAVARRO	122234140024329	3,130.08
	9/22/2026	P02730--YANELA PLACIDO MEJIA	122234140024328	2,918.32
	9/22/2026	P02567--LORENA PEREZ MELGOZA	122234140024327	12,434.82

Bank	Date	Vendor	Document no.	Base amount
	9/22/2026	P02728--AMALIA BUENROSTRO	122234140024326	8,614.94
	9/22/2026	P02725--BAUDELINA SANTOS PACHECO	122234140024325	5,201.08
	9/22/2026	P02551--ANGELICA VALIENTE DE BARRAGAN	122234140024324	12,044.28
	9/22/2026	P02547--CLAUDIA GARCIA	122234140024323	2,774.31
	9/22/2026	P02544--ANABEL A MARTINEZ	122234140024322	1,820.26
	9/22/2026	P02707--MAGDALENA GUERRERO DE PARRA	122234140024321	10,064.40
	9/22/2026	P02699--CONSUELO MEJIA	122234140024320	1,426.69
	9/22/2026	P02536--BLANCA I CARMONA DE LUCERO	122234140024319	1,829.17
	9/22/2026	P02535--JESSICA MICHELLE ANDRADE	122234140024318	5,546.35
	9/22/2026	P02533--LIZET MONSERRAT PRECIADO	122234140024317	4,395.77
	9/22/2026	P01943--GLORIA MORENO DE HERNANDEZ	122234140024316	7,840.15
	9/22/2026	P01837--ISABEL C MEDINA DE GARCIA	122234140024315	1,320.66
	9/22/2026	P01759--MARIBEL MEDINA VARGAS	122234140024314	4,702.40
	9/22/2026	P01654--HILDA ARACELI ARAMBULA MORENO	122234140024313	6,243.28
	9/22/2026	P02670--GUADALUPE AVILA DE SEGOVIA	122234140024312	7,615.81
	9/22/2026	P02667--MARIA ANGELA DIAZ	122234140024311	5,700.72
	9/22/2026	P00593--RITA GARCIA	122234140024310	9,064.38
	9/22/2026	P02661--MARIA TERESA HEREDIA	122234140024309	4,351.02
	9/22/2026	P02653--SILVIA LETICIA SANCHEZ DE GARCIA	122234140024308	1,820.26
	9/22/2026	P02808--MARIELA SANCHEZ	122234140024307	921.94
	9/22/2026	P02793--JULISSIA LIZBETH RODRIGUEZ	122234140024306	4,549.19
	9/22/2026	P02823--DANIELA ALVAREZ	122234140024305	4,186.06
	9/22/2026	P02848--ANA LAURA RODRIGUEZ	122234140024304	4,121.08
	9/22/2026	P02869--DINA GONZALEZ	122234140024303	6,465.34
	9/22/2026	V04888--ANITA ANDERSEN	Voided - 309323	-230.00
	9/23/2026	V04728--HEATHER A WHEELER	312595	3,678.83
	9/23/2026	V03447--JAMES C SHROPSHIRE	312596	5,701.33
	9/23/2026	V03447--JAMES C SHROPSHIRE	Voided - 312141	-5,701.33
	9/23/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	Voided - 312236	-370.00
	9/25/2026	V05496--JUAN ANGEL SANCHEZ	312598	1,360.19
	9/25/2026	V04877--CARMEN TOZCANO PARRA	312597	2,843.40
	9/25/2026	V04841--MARIESABELLE YEPEZ	312599	2,519.78
	9/28/2026	V05283--AMAIRANY FAJARDO	312601	117.10
	9/28/2026	V05289--ZARIAH MARR	312600	1,281.34
	9/29/2026	V04544--ELAN	46266	73,021.86
	9/29/2026	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	312704	441.54
	9/29/2026	V03799--MARISSA REYNOSO-ORTIZ	312653	387.00
	9/29/2026	V04563--RIDGECREST FAMILY ASSOCIATES	312668	749.00
	9/29/2026	V04495--CITY OF STOCKTON - REVENUE SERVICES DIVISION	312624	28.00
	9/29/2026	V05479--AMCAL SANTA FE FUND LP	312608	3,888.00
	9/29/2026	V05490--ADVENTIST HEALTH FOUNDATION	312605	2,500.00
	9/29/2026	V00801--PRODUCERS DAIRY FOODS INC	312665	2,269.35
	9/29/2026	V04619--CHILDREN FIRST	312621	2,200.00
	9/29/2026	V01801--BAKERSFIELD REALTY MANAGEMENT SERVICES INC	312612	1,800.00
	9/29/2026	V00821--REGION IX HEAD START ASSOCIATION	312667	1,255.00
	9/29/2026	V00297--DEPARTMENT OF SOCIAL SERVICES	312628	2,395.00
	9/29/2026	V03368--KENDRA COBB	312643	450.00
	9/29/2026	V03370--ROSLYN TORRES	312669	450.00
	9/29/2026	V05140--MATSON ALARM CO., INC.	312654	339.00
	9/29/2026	V04925--EMTS, INC	312633	6,861.88
	9/29/2026	V04421--ZAIRA SEVILLA QUINTERO	312705	187.00
	9/29/2026	V03733--LAURA PORTA	312646	187.00
	9/29/2026	V03420--FREDDY HERNANDEZ	312635	129.00
	9/29/2026	V00806--PROTECTION 1/ADT	312666	57.05
	9/29/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312627	46.00
	9/29/2026	V00114--BERKSHIRE HATHAWAY HOMESTATE CO	312613	129,296.03
	9/29/2026	V00229--COMCAST CORPORATION	312625	249.06
	9/29/2026	V00919--SPECTRUM	312683	361.73
	9/29/2026	V03430--SPECTRUM/CHARTER	312693	170.00
	9/29/2026	V05198--NARCISO VEGA	312656	125.00
	9/29/2026	V03314--VESTIS GROUP, INC	312701	89.17
	9/29/2026	V00170--CALIFORNIA WIC ASSOCIATION	312618	2,000.00
	9/29/2026	V00370--FEDEX	312634	202.51
	9/29/2026	V00914--SOUTHERN CALIFORNIA EDISON	312677	401.07
	9/29/2026	V04604--PEGBOARD	312663	362.35

Bank	Date	Vendor	Document no.	Base amount
	9/29/2026	V00885--SEQUOIA SANDWICH COMPANY	312673	1,918.18
	9/29/2026	V03214--ALLIANCE OF INFORMATION AND REFERRAL SYSTEMS	312607	67.00
	9/29/2026	V00562--KEITH C PFEFFER	312642	897.23
	9/29/2026	V03249--CALYPSO WEST INC. / BAKERSFIELD ICE	312619	508.33
	9/29/2026	V00207--CINTAS CORPORATION #668	312622	422.03
	9/29/2026	V00682--MCKESSON MEDICAL SURGICAL INC	312655	7,959.05
	9/29/2026	V00914--SOUTHERN CALIFORNIA EDISON	312676	3,142.52
	9/29/2026	V04861--2224 CASA REAL INVESTMENTS L.P	312603	5,225.00
	9/29/2026	V00846--ROUTE 66 BROADBAND LLC	312670	218.13
	9/29/2026	V04090--ALEJANDRA VERDUZCO	312606	32.68
	9/29/2026	V01817--CALIFORNIA AVENUE SENIOR HOUSING	312616	500.00
	9/29/2026	V00914--SOUTHERN CALIFORNIA EDISON	312675	380.31
	9/29/2026	V00600--LARRY M. BINGHAM	312644	8,222.00
	9/29/2026	V00917--SOUTHWEST GAS CORPORATION	312679	11.00
	9/29/2026	V00919--SPECTRUM	312682	210.00
	9/29/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	312695	165.41
	9/29/2026	V00919--SPECTRUM	312681	185.41
	9/29/2026	V00601--LASTAND, INC	312645	22.00
	9/29/2026	V03430--SPECTRUM/CHARTER	312692	220.00
	9/29/2026	V00907--SOCALGAS	312674	73.52
	9/29/2026	V04859--BETA PROPERTY INVESTMENTS, LLC	312615	674.50
	9/29/2026	V04859--BETA PROPERTY INVESTMENTS, LLC	312614	674.50
	9/29/2026	V04868--ELBA J HERNANDEZ	312632	550.00
	9/29/2026	V04595--LOCKHART INVESTMENTS	312647	533.00
	9/29/2026	V05003--PAPERCUT PROPERTIES L.P.	312662	455.00
	9/29/2026	V03430--SPECTRUM/CHARTER	312691	405.00
	9/29/2026	V04757--JAIME VALLES	312639	425.00
	9/29/2026	V00169--CALIFORNIA WATER SERVICE	312617	2,609.34
	9/29/2026	V04602--SEQUOIA PEST SOLUTIONS	312672	230.00
	9/29/2026	V00213--CITY OF MANTECA	312623	571.63
	9/29/2026	V03172--OFFICE1 LEASING	312660	495.31
	9/29/2026	V01012--UNITED RENTALS INC	312699	434.23
	9/29/2026	V00919--SPECTRUM	312680	245.41
	9/29/2026	V01022--VALLEY PROPANE SERVICE	312700	316.73
	9/29/2026	V00320--EAST NILES COMMUNITY SERVICES DIST	312630	147.55
	9/29/2026	V00192--CHARLIE'S DAY & NITE, INC.	312620	14.68
	9/29/2026	V05237--A-1 GARAGE	312604	593.05
	9/29/2026	V03172--OFFICE1 LEASING	312659	454.93
	9/29/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	312694	76.66
	9/29/2026	V00320--EAST NILES COMMUNITY SERVICES DIST	312629	1,745.63
	9/29/2026	V00055--AMERICAN INCORPORATED	312609	190.00
	9/29/2026	V00094--AT&T	312611	2,432.50
	9/29/2026	V00787--PG&E	312664	12,667.07
	9/29/2026	V03172--OFFICE1 LEASING	312658	231.83
	9/29/2026	V03430--SPECTRUM/CHARTER	312690	235.83
	9/29/2026	V03430--SPECTRUM/CHARTER	312689	180.83
	9/29/2026	V03430--SPECTRUM/CHARTER	312688	180.83
	9/29/2026	V00946--SUKHMANI SHERGILL	312696	150.00
	9/29/2026	V03430--SPECTRUM/CHARTER	312687	120.83
	9/29/2026	V03430--SPECTRUM/CHARTER	312686	335.83
	9/29/2026	V03430--SPECTRUM/CHARTER	312685	77.21
	9/29/2026	V03430--SPECTRUM/CHARTER	312684	55.83
	9/29/2026	V05268--NORA ISABEL CASTELLANOS	312657	300.23
	9/29/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	312637	1,697.96
	9/29/2026	V05473--VIOLETA JIMENEZ	312702	33.44
	9/29/2026	V05474--MARIE GUTIERREZ	312652	31.92
	9/29/2026	V03417--GIA DAOUTIS	312636	28.88
	9/29/2026	V00092--AT&T	312610	1,473.03
	9/29/2026	V04413--VIOLETA SWANSON	312703	22.80
	9/29/2026	V05461--JUANITA CORTEZ	312641	16.72
	9/29/2026	V04038--MARGARITA MORALES	312650	95.00
	9/29/2026	V00622--LOTUS BAKERSFIELD CORP	312649	160.00
	9/29/2026	V00960--TEHACHAPI UNIFIED SCHOOL DISTRICT	312698	560.00
	9/29/2026	V00253--COUNTY OF KERN, KERN REGIONAL TRANSIT	312626	500.00
	9/29/2026	P00383--PATRICIA H MARTINEZ	312602	422.00

Bank	Date	Vendor	Document no.	Base amount
	9/29/2026	V00617--LODI MEMORIAL HOSPITAL ASSOCIATION, INC.	312648	2,218.82
	9/29/2026	V00953--TAFT CITY SCHOOL DISTRICT	312697	1,983.20
	9/29/2026	P00823--MARIA EUGENIA GARCIA DE VEGA	312651	1,833.69
	9/29/2026	V02977--SOUTHERN KERN UNIFIED SCHOOL DISTRICT	312678	1,172.00
	9/29/2026	V04901--ICOS GARDENING & LANDSCAPE	312638	855.00
	9/29/2026	V05478--SAN JOAQUIN COUNTY OFFICE OF EDUCATION EDUCATIONAL FOUNDATIO	312671	500.00
	9/29/2026	V04912--JUAN RAMIREZ CALDERON	312640	102.65
	9/29/2026	TN00013--EDWARD RANGEL	312631	100.00
	9/29/2026	V00755--OTIS ELEVATOR COMPANY	312661	1,350.00
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024801	461.44
	9/29/2026	V02504--SUSANA R MAGANA	122234140024800	187.00
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024799	926.39
	9/29/2026	V02875--SHENG THAO	122234140024798	450.00
	9/29/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024797	322.12
	9/29/2026	V00478--INDOFF INCORPORATED	122234140024796	605.00
	9/29/2026	V00224--CLASSIC CHARTER INC	122234140024795	4,968.00
	9/29/2026	V05491--SUSAN L MCCOMBS	122234140024794	2,529.00
	9/29/2026	V05023--REBECCA CASTRO	122234140024793	506.00
	9/29/2026	V04982--RICHARD HEATH & ASSOCIATES, INC.	122234140024792	3,850.00
	9/29/2026	V03940--SUSANA BAILON	122234140024791	187.00
	9/29/2026	V03849--NELLY MENDOZA	122234140024790	450.00
	9/29/2026	V03641--GLORIA BARBERO	122234140024789	450.00
	9/29/2026	V03627--EVELYN RAMIREZ	122234140024788	187.00
	9/29/2026	V03462--ALAN RODRIGUEZ	122234140024787	187.00
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024786	2,827.75
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024785	1,360.56
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024784	30.76
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024783	294.29
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024782	463.78
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024781	152.60
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024780	2,356.74
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024779	168.70
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024778	380.24
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024777	367.12
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024776	341.26
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024775	262.76
	9/29/2026	V03174--OFFICE IMAGING, INC	122234140024774	149.87
	9/29/2026	V00937--STINSON STATIONERS	122234140024773	66.56
	9/29/2026	V00770--KERN PRINT SERVICES, INC	122234140024772	1,097.48
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024771	46.43
	9/29/2026	V00123--BLACKHAWK NETWORK, INC	122234140024770	1,026.34
	9/29/2026	V03060--JAB COMMUNICATION INC.	122234140024769	9,010.88
	9/29/2026	V00937--STINSON STATIONERS	122234140024768	23.80
	9/29/2026	V00794--PLC SYSTEM SERVICES LLC	122234140024767	17,077.00
	9/29/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024766	10,019.14
	9/29/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024765	2,202.34
	9/29/2026	V00226--RLH FIRE PROTECTION, INC.	122234140024764	311.00
	9/29/2026	V00182--CDW LLC	122234140024763	5,622.21
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024762	92.00
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024761	46.53
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024760	46.53
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024759	46.53
	9/29/2026	V03191--VAL-PRO, INC	122234140024758	1,874.90
	9/29/2026	V00744--ODP BUSINESS SOLUTIONS LLC	122234140024757	55.95
	9/29/2026	V00704--MISSION LINEN SUPPLY	122234140024756	1,740.85
	9/29/2026	V00704--MISSION LINEN SUPPLY	122234140024755	1,115.55
	9/29/2026	V00704--MISSION LINEN SUPPLY	122234140024754	54.54
	9/29/2026	V04034--RINGCENTRAL INC.	122234140024753	17,650.07
	9/29/2026	V03263--FLOWERS BAKERIES SALES OF SOCAL, LLC	122234140024752	344.00
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024751	186.12
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024750	174.12
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024749	139.60
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024748	204.12
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024747	63.95
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024746	46.11

Bank	Date	Vendor	Document no.	Base amount
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024745	9.73
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024744	9.73
	9/29/2026	V00937--STINSON STATIONERS	122234140024743	443.72
	9/29/2026	V00592--LAKESHORE PARENT, LLC	122234140024742	2,188.01
	9/29/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024741	765.46
	9/29/2026	V00312--DONAHUE TRUCK CENTERS	122234140024740	5,053.25
	9/29/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS COMPANY	122234140024739	3,398.43
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024738	69.67
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024737	24.37
	9/29/2026	V00384--FIVE9 INC	122234140024736	3,750.70
	9/29/2026	V00284--DELK PEST CONTROL	122234140024735	630.00
	9/29/2026	V00226--RLH FIRE PROTECTION, INC.	122234140024734	131.00
	9/29/2026	V00697--MICROSOFT CORPORATION	122234140024733	6.68
	9/29/2026	V00874--SAVE MART SUPERMARKETS	122234140024732	216.86
	9/29/2026	V04896--TOM GROSS	122234140024731	1,373.20
	9/29/2026	V04884--PAUL V BRIANO III	122234140024730	1,000.00
	9/29/2026	V03114--FS FORTIETH STREET LP	122234140024729	608.50
	9/29/2026	V03117--IGNACIO VALDOVINOS OCHOA	122234140024728	525.00
	9/29/2026	V03114--FS FORTIETH STREET LP	122234140024727	30.50
	9/29/2026	V00905--SMART & FINAL	122234140024726	177.37
	9/29/2026	V00260--CROWN EQUIPMENT CORPORATION	122234140024725	372.30
	9/29/2026	V00226--RLH FIRE PROTECTION, INC.	122234140024724	131.00
	9/29/2026	V05454--DRE PROPERTIES	122234140024723	2,022.00
	9/29/2026	V04865--CHRISTIAN F. VARGAS	122234140024722	350.00
	9/29/2026	V00704--MISSION LINEN SUPPLY	122234140024721	536.49
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024720	40.93
	9/29/2026	V00029--ADVANCED DATA STORAGE, INC	122234140024719	272.80
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024718	20.17
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024717	315.27
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024716	56.28
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024715	41.41
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024714	41.41
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024713	5.40
	9/29/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140024712	130.87
	9/29/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024711	579.70
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024710	720.55
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024709	524.63
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024708	113.05
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024707	52.84
	9/29/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140024706	351.18
	9/29/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140024705	818.97
	9/29/2026	V04180--DIESEL DIRECT LLC	122234140024704	4,382.81
	9/29/2026	V03186--BLUETRITON BRANDS INC	122234140024703	31.97
	9/29/2026	V00920--SSD ALARM, INC	122234140024702	156.00
	9/29/2026	V05463--SAMM LLC	122234140024701	1,512.50
	9/29/2026	V00060--AN ICON COMPANY, LLC	122234140024700	820.17
	9/29/2026	V05460--Osiris Barboza	122234140024699	21.28
	9/29/2026	V05109--APRIL URIBE	122234140024698	47.12
	9/29/2026	V04755--CITIGUARD, INC	122234140024697	5,442.30
	9/29/2026	V04390--ROSA GUERRERO	122234140024696	196.08
	9/29/2026	V03496--ANDREW CHAVEZ	122234140024695	125.40
	9/29/2026	V03380--CARITINA PEREZ	122234140024694	180.88
	9/29/2026	V01032--VERIZON WIRELESS	122234140024693	2,559.50
	9/29/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140024692	6,273.57
	9/29/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALL	122234140024691	3,912.30
	9/29/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALL	122234140024690	1,210.95
	9/29/2026	V00526--JST FAMILY 2021, LLC	122234140024689	1,235.93
	9/29/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024688	507.73
	9/29/2026	V05145--VRUNDA PATWA	122234140024687	350.00
	9/29/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024686	528.94
	9/29/2026	V00559--KAPLAN EARLY LEARNING CO	122234140024685	1,327.41
	9/29/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140024684	24,887.78
	9/29/2026	V05145--VRUNDA PATWA	122234140024683	728.00
	9/29/2026	V00286--DELL TECHNOLOGIES, INC.	122234140024682	222.49
	9/29/2026	V04575--LOWE'S COMPANIES, INC.	122234140024681	1,043.38

Bank	Date	Vendor	Document no.	Base amount
	9/29/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140024680	14,333.76
	9/29/2026	P03040--SILVIA RODRIGUEZ LOPEZ	122234140024679	676.40
	9/29/2026	P02979--VENUSTIANA P DURAN	122234140024678	6,661.83
	9/29/2026	P01518--ROMELIA MORENO DE ESPINOZA	122234140024677	1,001.71
	9/29/2026	P02284--ANDREA GUADALUPE DIAZ	122234140024676	1,858.03
	9/29/2026	P00835--AIDA SALAZAR PACHECO	122234140024675	1,049.37
	9/29/2026	P02080--MARIA F MARTINEZ	122234140024674	940.39
	9/29/2026	P02381--LUZ A LOPEZ ZARATE	122234140024673	886.47
	9/29/2026	P00524--IRMA GUTIERREZ	122234140024672	1,418.43
	9/29/2026	P00489--ESPERANZA B TOBAR	122234140024671	681.00
	9/29/2026	P03132--GRECIA MONTES	122234140024670	2,103.03
	9/29/2026	P02845--CARLOS ESTEVAN GARCIA	122234140024669	195.66
	9/30/2026	V05499--VERONICA LISSETH ARROYO	312708	1,044.83
	9/30/2026	V05497--OLGA LIDIA GONZALEZ BARAJAZ	312707	1,323.81
	9/30/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	312706	243.00
Total for CBB - Operating Acct				**7,806,807.45**

MEMORANDUM

To: Board of Directors

From: Pritika Ram, Chief Business Development Officer

Date: November 23, 2026

Subject: *Agenda Item 5c:* Board Recruitment for Category III - Private Sector Seat – **Action Item**

Background

Pastor Jonathan Mullings currently represents the Private Sector/Community Representatives (Category III) on the Board of Directors. His term ends on January 31, 2027. To ensure the seat is filled at the conclusion of the current term, staff is requesting Board approval to begin the recruitment process.

Article IV, Section 3 of the CAPK Bylaws provides that, at the direction of the Board Chairperson, CAPK staff shall invite appropriate community organizations and private businesses to select one (1) representative to apply for membership to the Board. Applications are then reviewed and considered for appointment in a manner determined by the Board. Category III representatives serve a five (5) year term, with no limit on the number of terms, and a representative who has completed a term may reapply and be considered for reappointment. Board service begins at the regularly scheduled Board meeting following appointment. Article IX, Section 4 permits the Board Chairperson to establish an Ad Hoc Committee for this purpose, consisting only of members of the Board.

Earlier this year, in February 2026, the Board conducted a recruitment for two (2) open Private Sector seats, and an Ad Hoc Committee was formed to help identify candidates for both seats. Through that process, eleven (11) individuals submitted qualified applications. From that recruitment, Pastor Mullings was seated to complete the remaining one-year term vacated by the resignation of Michelle Jara-Rangel, which ends on January 31, 2027, and Rebecca Banke was appointed as a new Board member for a five (5) year term.

Summary

To fill the seat at the conclusion of the current term, staff will open a new recruitment for the Category III: Private Sector seat, consistent with Article IV, Section 3 of the Bylaws. Staff will publish the recruitment and invite community organizations and private businesses to select a representative to apply. Individuals who applied during the February 2026 recruitment and were not appointed will be notified of the new recruitment and invited to reapply if they remain interested.

The Ad Hoc Committee will review all qualified applications received, interview selected candidates, and make a recommendation to the Board.

Ad Hoc Committee members will be asked to disclose any close personal or business relationship with an applicant before applications are reviewed. Candidates will also be confirmed as eligible under the Bylaws, including the conflict of interest provisions of Article V and the membership requirements of Article IV. As the current representative, Pastor Mullings may reapply and be considered for reappointment.

Staff anticipates presenting the Ad Hoc Committee's recommendation to the Board for appointment prior to the conclusion of the current term on January 31, 2027.

Recommendation:

Staff recommends that the Board of Directors approve the recruitment for the Category III: Private Sector seat, authorize the Board Chair to establish an Ad Hoc Recruitment Committee, and direct staff to open the recruitment and invite prior applicants from February 2026 to reapply, if interested.

MEMORANDUM

To: Board of Directors

From: Kayla Hickey, Grants Analyst
Emilio Wagner, Chief Facilities and Technology Officer

Date: November 23, 2026

Subject: *Agenda Item 5d:* Resolution to Approve the Submission of Grant Application to City of Bakersfield for Food Bank Solar Expansion Project – **Action Item**

Through the City of Bakersfield FY 2027–28 Funding Handbook under the Community Development Block Grant (CDBG) Program, funded through the U.S. Department of Housing and Urban Development (HUD), Community Action Partnership of Kern (CAPK) has an opportunity to seek funding for expansion of the CAPK Food Bank's solar array to meet the energy needs of the facility.

The proposed project would fund the purchase and installation of approximately 151kW array on the CAPK Food Bank facility, to increase the facility's solar energy production, effectively reducing the energy costs of operating the facility for the public. The current planning estimate for the project is $500,000, inclusive of the engineering and design to integrate with the existing 268kW array, along with the materials and labor to install the panels and inverters on the rooftop of the Food Bank.

The CAPK Food Bank serves individuals and families at its site in the 93307 ZIP code and surrounding neighborhoods, a predominantly Latino, low- and moderate-income community recognized as disadvantaged in multiple planning frameworks. However, the CAPK Food Bank serves the entirety of Kern County through over 150 partner sites.

The additional solar array would allow the CAPK Food Bank to continue its vital emergency food operations, without being overburdened by the facility's energy costs.

The project is designed to meet the CDBG National Objective of providing benefit to low- and moderate-income persons through an area benefit and to align with the City's 2025-2030 Consolidated Plan goals, by investing in a community facility in a high-need neighborhood and supporting food insecurity services that advance economic stability, health, and opportunity for low-income residents.

The grant application is due to the City of Bakersfield on December 4, 2026, and awards for the FY 2027–28 CDBG cycle are expected to be made, with contracts executed, in late September 2027. The application

requires a Board-approved resolution authorizing submission of the application and execution of the funding agreement if the project is awarded.

Recommendation

Staff recommends that the Board of Directors:

1. Approve the submission of the City of Bakersfield – Community Development Division FY 2027–28 Funding Handbook – CDBG application for the Food Bank Solar Expansion Project; and
2. Recommend that the Board of Directors adopt the attached resolution authorizing the Chief Executive Officer to execute a contract with the City of Bakersfield and any subsequent amendments, if the application is awarded.

Attachment: *Resolution #2026-14*

RESOLUTION # 2026-14

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2027-2028 City of Bakersfield, Community Development Block Grant Application for the Food Bank Solar Expansion Project

The Board of Directors of Community Action Partnership of Kern, met on November 23, 2026, at a regularly scheduled meeting, at the CAPK Administrative Offices located at 1300 18th Street, Suite 200, Bakersfield, CA 93301 and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the City of Bakersfield's Community Development Division has requested the Community Action Partnership of Kern to submit a resolution as a supplemental application document; and

WHEREAS, CAPK's Community Development Division is requesting approval by the CAPK Board of Directors to submit an application for the Community Development Block Grant; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for anti-poverty programs and is willing to approve the submission of the funding application; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

APPROVED by a majority vote of the Directors of Community Action Partnership of Kern, this 23rd day of November 2026.

Maritza Jimenez, Chair
CAPK Board of Directors

Date

MEMORANDUM

To: Board of Directors

From: Kayla Hickey, Grants Analyst
Emilio Wagner, Chief Facilities and Technology Officer

Date: November 23, 2026

Subject: *Agenda Item 5e:* Resolution to Approve the Submission of Grant Application to Kern County for Food Bank Solar Expansion Project – **Action Item**

Through the County of Kern, under the Community Development Block Grant (CDBG) Program, funded through the U.S. Department of Housing and Urban Development (HUD), Community Action Partnership of Kern (CAPK) has an opportunity to seek funding for expansion of the CAPK Food Bank's solar array to meet the energy needs of the facility.

The proposed project would fund the purchase and installation of approximately 151kW array on the CAPK Food Bank facility, to increase the facility's solar energy production, effectively reducing the energy costs of operating the facility for the public. The current planning estimate for the project is $500,000, inclusive of the engineering and design to integrate with the existing 268kW array, along with the materials and labor to install the panels and inverters on the rooftop of the Food Bank.

The CAPK Food Bank serves individuals and families at its site in the 93307 ZIP code and surrounding neighborhoods, a predominantly Latino, low- and moderate-income community recognized as disadvantaged in multiple planning frameworks. However, the CAPK Food Bank serves the entirety of Kern County through over 150 partner sites.

The additional solar array would allow the CAPK Food Bank to continue its vital emergency food operations, without being overburdened by the facility's energy costs.

The project is designed to meet the CDBG National Objective of providing benefit to low- and moderate-income persons through an area benefit and to align with the County’s Consolidated Plan goals, by investing in a community facility in a high-need neighborhood and supporting food insecurity services that advance economic stability, health, and opportunity for low-income residents.

The grant application is due to the County of Kern on December 18, 2026, and awards for the FY 2027–28 CDBG cycle are expected to be made, with contracts executed, in late July 2027. The application requires a Board-approved resolution authorizing submission of the application and execution of the funding agreement if the project is awarded.

Recommendation

Staff recommends that the Board of Directors:

1. Approve the submission of the County of Kern – Planning and Natural Resources Department – CDBG application for the Food Bank Solar Expansion Project; and
2. Recommend that the Board of Directors adopt the attached resolution authorizing the Chief Executive Officer to execute a contract with the County of Kern and any subsequent amendments, if the application is awarded.

***Attachment**: Resolution #2026-15*

RESOLUTION # 2026-15

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2027-2028 County of Kern, Community Development Block Grant Application for the Food Bank Solar Expansion Project

The Board of Directors of Community Action Partnership of Kern, met on November 23, 2026, at a regularly scheduled meeting, at the CAPK Administrative Offices located at 1300 18th Street, Suite 200, Bakersfield, CA 93301 and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the County of Kern's Planning and Natural Resources Department has requested the Community Action Partnership of Kern to submit a resolution as a supplemental application document; and

WHEREAS, CAPK's Community Development Division is requesting approval by the CAPK Board of Directors to submit an application for the Community Development Block Grant; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for anti-poverty programs and is willing to approve the submission of the Funding Application; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

APPROVED by a majority vote of the Directors of Community Action Partnership of Kern, this 23rd day of November 2026.

Maritza Jimenez, Chair
CAPK Board of Directors

Date

MEMORANDUM

To: Board of Directors

From: Yesenia Ocampo, Senior Grants Analyst

Date: November 23, 2026

Subject: *Agenda Item 5f:* Resolution for the City of Bakersfield Emergency Solutions Grants Program – **Action Item**

Through the City of Bakersfield FY 2027 – 28 Funding Handbook under the Emergency Solutions Grants (ESG) Program, funded by the U.S. Department of Housing and Urban Development (HUD), Community Action Partnership of Kern (CAPK) has an opportunity to seek funding to provide homelessness prevention assistance to eligible households at risk of losing their housing. Homelessness prevention is an eligible activity under the City's FY 2027 – 28 ESG funding opportunity.

The proposed project will implement a peer-led street outreach, same-day shelter transportation, and coordinated placement into M Street Navigation Center or Safe Camp for people experiencing unsheltered homelessness.

The total budget request is approximately $328,105 to support the Peer Support Street Outreach and Shelter Transportation Program, including $136,359.00 in salaries, $51,816 in benefits, $15,000 in vehicle operations, $3,564 in space costs, $25,000 in supplies, and $62,825 for a client transportation vehicle and 12% indirect costs. The ESG program requires a 100% dollar-for-dollar match, which CAPK will satisfy using eligible California Advancing and Innovating Medi-Cal (CalAIM) Enhanced Care Management (ECM) funds in an amount equal to the final ESG award.

The proposed project is intended to prevent homelessness by helping Increase successful placements into M Street and Safe Camp. The project would also support the City's Consolidated Plan priorities related to homelessness prevention and vital services.

The grant application is due to the City of Bakersfield on **December 4, 2026**. The application requires an authorizing resolution from the governing body.

Recommendation

Staff recommends that the Executive Committee:

1. Approve the submission of the City of Bakersfield – Community Development Division FY 2027–28 Funding Handbook – ESG application for the Peer Support Street Outreach program; and
2. Recommend that the Board of Directors adopt the attached resolution authorizing the Chief Executive Officer to execute a contract with the City of Bakersfield and any subsequent amendments, if the application is awarded.

Attachment: *Resolution #2026-16*

RESOLUTION # 2026-16

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2027-2028 City of Bakersfield, Emergency Solutions Grants Program Application for the Peer Support Street Outreach Program

The Board of Directors of Community Action Partnership of Kern, met on November 23, 2026, at a regularly scheduled meeting, at the CAPK Administrative Offices located at 1300 18th Street, Suite 200, Bakersfield, CA 93301 and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the City of Bakersfield's Community Development Division has requested the Community Action Partnership of Kern to submit a resolution as a supplemental application document; and

WHEREAS, CAPK's Community Development Division is requesting approval by the CAPK Board of Directors to submit an application for the Emergency Solutions Grants Program; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for anti-poverty programs and is willing to approve the submission of the Funding Application; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

APPROVED by a majority vote of the Board of Directors of Community Action Partnership of Kern, this 23rd day of November 2026.

Maritza Jimenez, Chair
CAPK Board of Directors

Date

BOARD OF DIRECTORS

2027 BOARD & STANDING COMMITTEE MEETING CALENDAR

MONTH	PERSONNEL COMMITTEE	PRE COMMITTEE	B & F COMMITTEE	AUDIT & PENSION COMMITTEE	EXECUTIVE COMMITTEE	BOARD MEETINGS
January	1/6	1/13	1/20	1/14		1/27
February	2/3	2/10	2/17			2/24
March	3/10	3/17	3/24			3/31
April	4/7	4/14	4/21	4/15		4/28
May	5/5	5/12	5/19			5/26
June	6/9	6/16	6/23			6/30
July					7/21	
August	8/4	8/11	8/18	8/12		8/25
September	9/8	9/15	9/22			9/29
October	10/6	10/13	10/20			10/27
November	11/4	11/3	11/10	11/8		11/22
December					12/15	

- Board of Director meetings and standing committee meetings are generally held at the Community Action Partnership of Kern Administrative Building, located at 1300 18th Street, Bakersfield, CA, or in some cases, remotely during a declared emergency or other circumstances. Advance notice will be provided in the event of a change in meeting location.

- Community Action Partnership of Kern follows the meeting guidelines of the Ralph M. Brown Act.

Notes:

- In November, there are three holidays and a state association conference. Due to this, there are two committee meetings scheduled the first and second week of November, and the Board meeting is on a Monday.

- No standing committee or Board meetings are scheduled in July & December. Only the Executive Committee is scheduled to meet.

Approved:

MEMORANDUM

To: Board of Directors

From: Lisa Gonzales, Program Governance Coordinator

Date: November 23, 2026

Subject: *Agenda Item VIII(a)*: November Policy Council Report – **Action Item**

The Policy Council met for its final meeting of the 2025-2026 term on October 27, 2026, with a quorum established. This meeting also served as a recognition banquet honoring Policy Council members.

A brief presentation provided the Council with information regarding the CAPK Community Needs Survey. Flyers were distributed to members to encourage and support their participation in completing the survey.

Yolanda Gonzales, Director of Head Start/State Child Development and Jerry Meade, Assistant Director of Program recognized the 2025-2026 Policy Council members. Members were applauded for their time, commitment, dedication, and service to the Council. Gratitude was expressed for the support members have demonstrated for the Head Start program, with the acknowledgement that their work on the Policy Council has been impactful to the children and families the program serves.

The next scheduled Policy Council meeting will be held on November 17, 2026. This will be the first meeting of the 2026-2027 term, at which the new Council will be seated.

Recommendation:

The Policy Council requests Board approval of the November Policy Council Report and the meeting minutes from September 22, 2026.

Attachment: *Policy Council Meeting Minutes from September 22, 2026.*

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
September 22, 2026
CAPK Administrative Office
1300 18th Street, Bakersfield, CA 93301

1. **Call to Order**

The meeting was called to order at 5:31 p.m.

a. Roll call was taken, and a quorum was established.

Policy Council Members Present: Alejandra Verduzco, Clarissa Mendoza, Elizabeth Williams, Frances Torres, James Osborne, Lupe Perez, Maria Izaguirre, Maritza Garcia, Rebecca Castro

Policy Council Members Absent: Candy Diaz, Pablo Reyes, Zuleima Garcia

2. **Public Comments**

The public may address the Policy Council on items not included on the agenda at this time. However, the Policy Council will take no action other than referring the item(s) to staff for study and analysis. Speakers are limited to three minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

None

3. **Committee Reports**

a. **Budget & Finance – Maria Izaguirre**

The Budget & Finance Committee met on September 15, 2026. Standing budget reports were shared and reviewed with the committee. This included budget to actuals, parent activities, parent reimbursement, as well as non-federal share in-kind. All financial reports provided reflected the period from March 1, 2026, through July 31, 2026. The financial report for the McFarland Modular project for the period ending July 31, 2026, was also shared with the committee. The next Budget & Finance Committee meeting will be held on October 20, 2026, at 5:30 p.m. on Microsoft Teams.

b. **Bylaws – Maritza Garcia**

The Bylaws Committee met for its final meeting of the term on September 9, 2026, and conducted its final review of the Policy Council Bylaws which included the amendments recommended by the committee. Upon conclusion of the review of the amended document an opportunity for additional feedback, edits, and/or changes was provided; there were none. Members were reminded that this document must be presented to the Policy Council and to the CAPK Board of Directors for approval before it can be implemented. This document will be presented accordingly at the respective upcoming meetings with the support and approval of the Bylaws Committee.

c. **Planning – Rosa Guerrero**

The Planning Committee met on September 8, 2026, with a quorum established. The Division Program Report for August 2026 was shared with members. Early Head Start had 92% reportable enrollment and Head Start had 77% reportable enrollment. San Joaquin Head Start Preschool had a reportable enrollment of 56%. Additionally, the Central Kitchen delivered 59,291 meals during the month of July. It was stated that 59% of the total meals provided in Kern County through CACFP were done so through vendors. Similarly, 72% of CACFP meals provided in San Joaquin County (SJC) were through vendors in SJC. The program's workforce goal was also shared with the committee. The program will provide job-specific training that covers the tasks, responsibilities, and experiences associated with their position to contribute to this goal. The next Planning meeting will take place on October 13, 2026, at 5:30 p.m. on Microsoft Teams.

d. **School Readiness – Alejandra Verduzco**

The new school year has begun, and full year centers have completed Desired Results Developmental Profile assessments for all children while part year centers will compile this same data later. The current school readiness domain is Physical Development-Health. The goal for Early Head Start is to have children demonstrate improved personal care routines and knowledge of safety. Families can help support this goal

by reminding children to hold their hand when on a walk, and establishing simple household rules such as, "only parents open the front door." Head Start children will work on demonstrating improved fine motor skills and an awareness of safety. To support this goal families can provide a variety of opportunities such as using crayons to strengthen skills in the manipulation of writing tools, as well as encouraging children to use their self-help skills by feeding themselves or inserting straws into juice boxes. School readiness means that children possess the knowledge and skills not only for success in an educational setting but for later learning, helping to build the foundation for long term life skills in all areas.

4. <u>Consent Agenda</u> ***ACTION**

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests the removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed.

a. Policy Council Meeting Minutes – August 25, 2026 (English/Spanish)
b. Policy Council Bylaws Committee Meeting Minutes – August 4, 2026
c. Policy Council Planning Committee Meeting Minutes – August 11, 2026
d. Policy Council Budget & Finance Committee Meeting Minutes – August 18, 2026
e. Head Start Budget to Actual Report, March 1, 2026, through July 31, 2026
f. Early Head Start Budget to Actual Report, March 1, 2026, through July 31, 2026
g. Head Start McFarland Modular as of July 31, 2026
h. Head Start and Early Head Start Kern Non-Federal and In-Kind Report, March 1, 2026, through July 31, 2026
i. Early Head Start Child Care Partnership Non-Federal and In-Kind Report, March 1, 2026, through July 31, 2026
j. Parent Travel & Childcare March 1, 2026, through July 31, 2026
k. Parent Activities through March 1, 2026, through July 31, 2026
l. Head Start Program Review & Evaluation Report – August 2026
m. What's your #headstartstory? – Head Start California
n. Feed the Need Event – September 29, 2026, Kern County Fair, Bakersfield, CA (English/Spanish)
o. Movies in the Park – through October 2026, Bakersfield, CA
p. Kern County Veterans Stand Down – October 8, 2026, Stramler Park, Bakersfield, CA
q. Free Sensory Friendly Movie Dates – through December 2026, Studio Movie Grill
r. Self-Care September – Action for Happiness
s. Backpack Connection Series: How to Use Positive Language to Improve Your Child's Behavior (English/Spanish)
t. National Maternal Health Hotline – Health Resources & Services Administration (English/Spanish)
u. The Proposed Head Start Rule: A Parent Quick Guide – National Head Start Association
v. Parents Speak Up for Head Start – National Head Start Association (English/Spanish)
w. What's your #headstartstory? – Head Start California (English/Spanish)
x. Head Start Recruitment Flyer (English/Spanish)
y. Early Head Start San Joaquin Flyer (English/Spanish)
z. Home Visiting Program Flyer (English/Spanish)
aa. Policy Council Meeting Dates

A motion was made by Rebecca Castro and seconded by Lupe Perez-Garcia to approve consent agenda items (a) through (aa). Motion carried unanimously.

5. <u>New Business</u>

a. **2026 Amended CAPK Head Start Policy Council Bylaws – Lisa Gonzales, Program Governance Coordinator**
Lisa stated that during scheduled meetings, over the course of the current term, the Bylaws Committee reviewed the CAPK Head Start Policy Council Bylaws in their entirety. Through this review the committee found areas they felt could benefit from revisions. In continuing, Lisa shared the most notable changes which included a decrease in Policy Council membership for select governance regions to support full Policy Council membership as well as a decrease in the number of member vacancies on each Policy Council committee. A decrease in committee membership felt necessary to align with the decrease in overall Council composition. Lisa also noted that there were additional minimal grammatical and

formatting changes made as needed throughout the document to ensure consistency. A motion was made by Rebecca Castro to approve the CAPK Head Start Bylaws as amended; seconded by Maritza Garcia. Motion carried unanimously.

6. Standing Reports

a. **Program Governance – Lisa Gonzales, Program Governance Coordinator**
Lisa reminded members that the Parents Speak Up for Head Start deadline was approaching quickly. This platform shares the federal government's proposed changes to the standards that guide Head Start programs and also provides parents with an opportunity to take a stand and voice their thoughts on the matter. She also noted that along with the Parents Speak Up flyer located in the Policy Council packet there was an email sent to all members which provides the opportunity for non-Head Start parents, and community members to address the proposed rulemaking as well.

Lisa also provided a bit more information about a few additional flyers contained in the monthly packet. This included What's You #HeadStartstory?, Veterans Stand Down event, and the Kern County Fair Feed the Need Event benefiting the CAPK Food Bank.

Lisa provided a presentation to the Council which celebrated the life of CAPK Head Start Program Manager, Janey Felsoci, who had recently and unexpectedly passed away. While viewing the photo slideshow, Lisa shared that Janey was an ever present attendee at all governance meetings; this included Regional Parent Committee meetings as well as Policy Council meetings. She added that though Janey lived the furthest away (in Tehachapi) she was always one of the last to leave the meetings. Janey would stay behind and help to clean up, talk with parents, or just make sure you got to your car safely.

In closing, Lisa thanked the Council for allowing her to share the photo memoriam, and for their commitment and attendance.

b. **Community Representative – Past Parent, Pablo Reyes**
No report available.

c. **Community Representative – Elizabeth Williams, Adventist Health Hospital**
Elizabeth thanked Lisa for sharing the beautiful memories of CAPK Head Start Program Manager, Janey Felsoci, and added that Janey will be missed very much.

Elizabeth shared on October 9, 2026 the AIS Cancer Center located on Chester Avenue will conduct a breast cancer screening for women in the community. Elizabeth stated she will provide more information to Lisa via email so that she can send it to members. The information she will provide will include a phone number to call for scheduling as well as information for those who may not have health insurance. Elizabeth encouraged others to take advantage of this free screening opportunity.

d. **Board of Directors – Lupe Perez, CAPK Board Member**
Lupe shared that the Board of Directors met on August 26, 2026, adding that all consent agenda items were presented and approved as was the Good Neighbor Policy & Procedure Manual.

Rebecca Moreno provided an update for the Pioneer Drive apartments. Likewise, Emilio Wagner provided an update for the Ramkabir Permanent Supportive Housing project.

Tracy Webster presented the June financial statements. Additionally, Tracy, along with Yolanda Gonzales provided an update on the Head Start Notice of Proposed Rule Making (NPRM) which would amend the Head Start Program Performance Standards. More detailed information and analysis, along with a draft of CAPK's official response to the NPRM is expected to be presented at the September 30, 2026, Board Meeting.

Newly seated Board Member, James Osborne presented the Policy Council report and minutes.

Jeremy Tobias provided an update on the proposed revisions to the Office of Management & Budget (OMB) Guidelines.

e. **Head Start/State Child Development – Jerry Meade, Assistant Director-Program**

Jerry thanked members for their ongoing commitment to serving on the Council. He also stated that on behalf of Head Start Director, Yolanda Gonzales, he will be sharing some amazing things that are happening as the new school year begins.

Jerry spoke about a Farmer's Market event which took place at Primeros Pasos. This event was in conjunction with the Farm to School grant the program received. Through this grant the program has been able to acquire produce from a vendor which aligns with the gardening projects at Primeros Pasos and the Sterling Child Development Centers. He went on to share that there were farmer's market stands set up with produce, children received pretend money and along with a grocery bag for "shopping." Children were able to go the various stands and "purchase" the goodies they wanted. Some of the items available were apples, carrots, Roma tomatoes, squash, jicama and more! This activity will be taking place at the Sterling site as well. In continuing the education experience, children were also able to cut various fruits and vegetables with a child safe knife and have conversation around the table talking about their items.

It was noted that staff has made a lot of efforts to reach full enrollment for the part-year sites that recently reopened as well as for those full-year sites that hadn't reached full enrollment status. Jerry stated while the expectation from the Office of Head Start (OHS) is full enrollment each month, there is a bit of grace given over the summer months as some of our programs are closed and therefore our lower reportable enrollment isn't considered under enrollment by the Office of Head Start. Jerry did add that come September the expectation for the program is to be fully enrolled, reaching at least 97%. In being fully transparent, Jerry stated that the program will not likely meet this expectation for September. Jerry shared that this is primarily due to staffing. He added that the program does have a few job fairs coming up and staff are working very hard to fill the gaps in staffing; the program is actively recruiting qualified teaching staff to ensure that full enrollment goals will be met.

Jerry spoke about the program's kick-off of parent meetings for the new year taking place which in turn starts the conversation about Regional Parent Committee Meetings. He added that the way our program has set up its governance process, it is very important to have participation at all levels. Participation at parent meetings to select regional representatives and at regional meetings which is where Policy Council members are elected. Jerry shared as Policy Council (parent) members who served as Regional Parent Committee Representatives it is important to share with fellow parents not only the importance of parent meeting participation but also participation at regional meetings to ensure that the program has a full and active Policy Council when the new term begins in November.

It was briefly noted that on Sunday, Rebecca will be accompanying staff to Washington D.C. for the Fall Leadership Institute. Staff are very excited that Rebecca is joining them to share her Head Start story and how it has impacted her and her family. Jerry shared that Capitol Hill meetings are being facilitated through both the National Head Start Association as well as Head Start California, and the CAPK attendees will be meeting with representatives from Congressman Fong and Congressman Valadao's offices. There will also be a meeting with representatives from both state senator's offices as well. Jerry shared that not only is this a terrific opportunity for Rebecca to share her story on behalf of CAPK Head Start and have her voice heard, but it is a wonderful way to connect with other parents participating in the event.

In closing and on behalf of the program's director and all staff, Jerry expressed gratitude and thanks for the support members have shown.

7. <u>Policy Council Chairperson Report</u>

The Chairperson did not have anything to share at this time.

8. **Policy Council Member Comments**

Members were given an opportunity to share a comment if they'd like.

Elizabeth Williams thanked staff for working together so diligently and making an impact on children in the community.

Maritza Garcia shared that while attending a meeting at her daughter's elementary school, she mentioned that she has a younger child who attends Head Start. Maritza then shared how wonderful the program is and all the great things it offers. As a result of her sharing this information, the staff asked Maritza if there was anyone from Head Start who could speak to the elementary school (College Heights) and share more about the program with staff and with parents. Maritza reached out to her center (Angela Martinez) to share this request. The center provided Maritza with contact information for her to provide to College Heights Elementary School staff so they can reach out and schedule a presentation. Lisa also took a moment to congratulate Maritza on volunteering to serve as a Regional Parent Committee Representative for her center for the 2025-2026 term!

Rebecca Castro expressed her condolences on the passing of CAPK Head Start Program Manager, Janey Felsoci. Rebecca shared that Janey seemed like a very nice and caring person. She added that it meant a lot to her that after a Policy Council meeting Janey took time to talk with her; Rebecca greatly appreciated that interaction. Rebecca also stated that she is looking forward to the upcoming conference she will be attending in Washington D.C., as well as the opportunity to speak with officials, and is also excited to report back to the Council.

9. **Next Scheduled Meeting**

The next and final Policy Council meeting of the 2025-2026 term will be held on October 27, 2026, at 5:30 p.m. in the Board Room.

10. **Adjournment**

The meeting was adjourned at 6:14 p.m.