

Agenda Worksheet

Submit completed worksheet to:
Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097

Regular ☐ Time Requested: 1 minute Meeting Date: September 15, 2026

OR

Consent ☒

Contact Person/Department: Anna Hendricks/CAO Phone: 8003

Address: 1312 Fairlane Rd

Person Appearing/Title: Sherry Lawson, Deputy CAO

Subject/Summary of Issue:

Staff is requesting Board approval of a Master Services Rate Agreement between the County and Humboldt Moving & Storage dba Hemsteds. If approved, the Agreement will be accessible to any County department in need of contracted services at the rates described in Exhibit A for the term of September 15, 2026 through June 30, 2029. Staff is also seeking Board approval to provide the County Administrator, or their designee, the authority to approve departmental requests to utilize this Master Services Agreement as need arises during the terms of the Agreement.

Financial Impact:

NO ☐	Describe why no financial impact:		
YES ☒	Describe impact by indicating amount budgeted and funding source below		
Amount: _____			
Fund: _____	Description: _____	Org.: _____	Description: _____
Account: _____	Description: _____		
Activity Code: _____	Description: _____		
Local Preference: YES ☐ NO ☐			
For Contracts – Explain how vendor was selected: Staff has conducted several attempts to reach vendors for this service. Seeking multiple vendors.			
Additional Information: All-County rate agreement, no accounting provided at this time. Departments will submit Requests to the CAO, or her designee, as needed. These requests will include all required accounting.			

Recommended Motion:

Staff respectfully requests approval of the Master Services Agreement with Humboldt Moving & Storage dba Hemsteds, as well as authority for the County Administrator, or their designee, to approve departmental requests to utilize the Agreement as needed during the term of the contract.

Reviewed as recommended by policy:

County Counsel _____

Auditor _____

Personnel _____

CAO _____

Special Requests:

Certified Minute Order(s) _____ Quantity: _____

Other: _____

NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.

Revised 8/09/2021