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October 23, 2026

Ms. Kati Galvani
Deputy Public Works Director – Administration & Community Services
County of Lake, Public Works Department
255 N. Forbes Street
Lakeport, CA 95453

RE: Statement of Qualifications for the Lake County Road Commissioner

Dear Ms. Galvani:

Per your email request dated October 20th, please accept NCE's statement of qualifications to provide staff augmentation to serve as the County of Lake (County) Road Commissioner. We are pleased to propose the services of Scott De Leon for this role, the former Public Works Director and Road Commissioner for the County from 2011 to 2024. Per the email request, we offer the following information:

Scott is a licensed Civil Engineer in California (RCE #46574) and Nevada (RCE #033545). He has 25 years of experience working for the Lake County Department of Public Works (DPW), the final 13 years of which were as the Director where he oversaw and was responsible for the operations of DPW – including development of the annual department budget. He has close working relationships with nearly all of the current DPW staff, and he is very familiar with the county road network, maintenance needs, and funding challenges of the department. As the former Road Commissioner, he is experienced with the statutory responsibilities for County roads and easements.

Scott is available to provide eight hours per week to attend meetings and provide an in-office presence, as needed by DPW staff. We propose two half-days per week where Scott would report to the DPW offices. He resides in Lakeport and is minutes from the DPW offices, which makes him readily available to respond to urgent issues that arise. This level of effort is negotiable and can be variable depending on the needs of the Department.

We propose an hourly rate of $250/hour, which is reduced from our current On-Call contract rate of $350/hour. This reduced rate presumes that Scott will be provided with office space and computer access while he's working at the DPW office. He will record his time and submit weekly timecards within the NCE cost accounting system and a monthly invoice will be prepared by NCE and submitted to the County

with a summary of the work tasks performed. Based on these parameters, the estimated monthly cost for these services is $8200 per month, which includes clerical time for invoice preparation. Furthermore, it is assumed that Scott's services will be limited to Road Commissioner tasks, i.e. oversight of all construction, improvement and maintenance of County roads and bridges, and does not include personnel issues, after-hour public meetings, Airport operations, or other Public Services-related tasks.

As one of the consulting firms selected by Lake County for your on-call engineering support services, we do not want this staff augmentation service to jeopardize our opportunities to provide design services for other department projects. To that end, and to avoid any conflict of interest with our current contracts, we propose that Scott is not involved with the preparation, review, or approval of any solicitations for engineering services for future projects. I understand that you and Interim Public Works Director, Stephen Carter, had a conversation with Scott regarding this issue, and all agreed that should he be selected, adequate separations can be maintained between his role as Road Commissioner and any future requests for engineering services.

We appreciate your trust in our abilities and the opportunity to provide a proposal for this service. Please let me know if you have any questions or wish to discuss any details related to this proposal.

Sincerely,

NCE



Michael J. Leacox, CEG

Vice-President