

**AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
Student Conservation Association**

THIS AMENDMENT TO THE AGREEMENT, entered into this 28th day of June, 2016, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Student Conservation Association, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for GIS Program services on July 3, 2015; and

WHEREAS, the parties wish to amend the Agreement to extend the term of the Agreement through June 30, 2017 and increase the amount of the Agreement by an additional \$130,000 for a new total of \$260,000..

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. The Scope of Work of the agreement is amended to add the following:

I. Senior Geographic Information Systems (GIS) Intern (PO-00698382)

The Senior GIS Intern will help San Mateo County Parks collect and document data about the natural resources and facilities of County Parks.

A. Senior GIS Intern (July 2016 to June 2017)

The Senior GIS Intern works in the Natural Resources Division of San Mateo County Parks, and is the primary GIS representative for the entire Parks Department. This position reports directly to the Natural Resources Manager, but assists other Park staff with GIS-based mapping requests, as directed.

The Senior GIS Intern is responsible for collecting, cleaning and organizing all GIS files for San Mateo County Parks and adding the files to the San Mateo County Parks Geodatabase. The Senior GIS Intern is also responsible for maintaining and updating the Geodatabase, keeping it organized and ensuring the appropriate files are added to it.

The Intern works closely with the County's GIS team and GIS contractors, who maintain a larger, county-wide GIS program and Geodatabase.

The Intern should be adept at a variety of GIS applications including "traditional" applications using vector and raster files, and remote sensing applications (NDVI, NRG, etc.). Applicants should be able to interpret color and black & white (with and without near infrared) aerial photography (orthophotos), satellite imagery, LiDAR imagery and false color infrared images.

In addition to internal GIS work, the GIS Intern will coordinate with SCA Program Staff in the area to engage local SCA Summer and School Year Youth Program Crews in various GIS-based projects for San Mateo County Parks including, but not limited to trail and trail condition mapping, invasive species monitoring, and facilities monitoring and mapping.

#### Additional Tasks and Duties:

- Work with representatives from all Parks Divisions to create maps using ArcGIS for a variety of projects.
- Create ESRI Collector forms to facilitate collection of a variety of data for San Mateo County Parks. Field-based data collection using a variety of equipment including ESRI Collector on a tablet device, handheld GPS units, and Trimble GeoXM with backpack unit.
- Convert GPS, AutoCAD and other file-types to ArcGIS-compatible Shape files.

#### II. Two Summer Resource Inventory GIS Crews (July to August 2016)

(PO-00695550 and PO-00695551)

Twelve youth in two, five-week Resource Inventory GIS Crews will be engaged in conducting natural resource inventories in the southern half of San Mateo County, covering parks in Districts II (Huddart, Wunderlich, or Edgewood) and District III (Pescadero, Memorial, or Sam McDonald). Each crew will consist of six crew members and two crew leaders. The crews will work under the direction of Senior GIS Intern and Natural Resources Manager. The crews will conduct inventories using i-Pads and the ARCVIEW GIS Collector App. All crew members will be paid a stipend for their service. Projects identified for the crews include, but are not limited to, trail and trail condition mapping, invasive species monitoring and mapping, and facilities monitoring and mapping.

## Crew Member Goals

- **Career Exploration:** Youth are prepared and motivated to search for, obtain and retain employment pursuant to their interests and skills. They build awareness of career options and related pathways, especially in the conservation field, in the green economy, and within SCA. SCA will schedule and hold a Career Panel with outside professionals presenting information on possible career paths.
- **Youth Development:** Young people are transformed into healthy, productive adults through meaningful conservation service which provides a solid sense that they can contribute to the fabric and productivity of a more sustainable society.
- **Leadership:** Youth develop confidence and skills that will serve them in personal and professional interactions, community action and the natural world
- **Community Stewardship:** Youth understand that the health of the land is interconnected with the health of the community. They are empowered and inspired to improve their communities through the direct action of hands-on work projects that build their job skills.

Among other progress indicators, SCA Resource Inventory GIS Crew member survey outcomes in San Mateo County will show that:

- At least 90% of members will be more aware of conservation issues within their community.
- At least 90% of members will feel more confident continuing to complete a task even when difficult.
- At least 80% of members will be more knowledgeable about or interested in jobs related to the environment.
- At least 80% of members will report that they have gained valuable teamwork experience.
- At least 80% of members will report that they have a better sense of what it takes to be a successful employee.

**2. The County Agrees section of the Agreement is amended as follows:**

To provide \$260,000 of Measure A upon receipt and approval of bi-annual submittals. Administrative fees shall not exceed 10%. County agrees to make full payment to SCA within thirty (30) days of receipt of SCA's properly prepared invoice(s).

**3. The Parties Agree section, Item (a) of the Agreement is amended as follows:**

The cost to the County under this Agreement is not to exceed \$260,000 (Two Hundred

Sixty Thousand Dollars).

4. The Parties Agree section, Item (b) of the Agreement is amended as follows:

Subject to compliance with all terms and conditions, the term of the Agreement shall be from July 1, 2015 through June 30, 2017.

5. Exhibit A of the Agreement is amended to include the following:

**Student Conservation  
Association  
GIS Program Budget  
FY 2016/2017**

**EXHIBIT A**

	<b>SMC Parks Senior GIS Intern (52 weeks)</b>	<b>Two Summer Resource Inventory Crews (Five Weeks)</b>	<b>Totals</b>
<b>EXPENSES</b>			
<b>Member Expense</b>			
Member Compensation	\$ 20,000		\$ 20,000
Crew Member Stipends		\$ 16,500	\$ 16,500
Workers Compensation	\$ 730	\$ 1,000	\$ 1,730
Housing/Utilities Allowance	\$ 15,600	\$ -	\$ 15,600
Commuting Allowance	\$ 2,600	\$ -	\$ 2,600
Orientation and Training	\$ 500	\$ 1,000	\$ 1,500
Conferences	\$ 500	\$ -	\$ 500
<b>Field Operations</b>			
Materials, Supplies (first aid kits and iPads) and Field Trips	\$ 900	\$ 3,460	\$ 4,360
ESRI Annual Fee	\$ 1,250	\$ -	\$ 1,250
Field Based Meals	\$ -	\$ 4,000	\$ 4,000
Background Checks	\$ 105	\$ 1,250	\$ 1,355
Transportation	\$ 500	\$ 16,100	\$ 16,600
Service Clothing	\$ 120	\$ 900	\$ 1,020
<b>Field Leader Expenses</b>			
Field Leader Salary and Fringe Benefits	\$ -	\$ 23,793	\$ 23,793

Training and Education	\$ -	\$ 6,600	\$ 6,600
Apprentice Crew Leaders	\$ -	\$ 4,800	\$ 4,800
Leader Travel	\$ -	\$ 600	\$ 600
<b>Program Management</b>			
Recruiting, Enrollment, Evaluation, Assessment	\$ 360	\$ 2,400	\$ 2,760
Risk Management	\$ 260	\$ 1,008	\$ 1,268
Program Support and Services (IT, Agreements, benefits, payroll)	\$ 5,680	\$ 4,000	\$ 9,680
Local Staff Management		\$ 10,000	\$ 10,000
<b>Subtotal</b>	\$ 49,105	\$ 97,411	\$ 146,516
Administrative Overhead (10%)	\$ 4,275	\$ 9,691	\$ 13,966
<b>TOTAL EXPENSES</b>	<b>\$ 53,380</b>	<b>\$ 107,102</b>	<b>\$ 160,482</b>
<b>REVENUES</b>			
<b>Measure A funds</b>			
for Direct Expenses	\$ 30,000	\$ 92,440	\$ 122,440
For Indirect Expenses	\$ 4,010	\$ 3,550	\$ 7,560
			<b>\$ 130,000</b>

Note: SCA will provide \$30,482 as a Measure A grant match. In addition, SCA is providing funding for a third SCA GIS Crew outside of this agreement.

- All other terms and conditions of the agreement dated July 3, 2015, between the County and Contractor shall remain in full force and effect.**

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

By: \_\_\_\_\_  
President, Board of Supervisors, San Mateo County

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Clerk of Said Board

Student Conservation Association

  
\_\_\_\_\_  
Aimee Dobrzeniecki  
Chief Financial Officer

Date: 6/1/10