

**AMENDED COOPERATIVE AGREEMENT  
SIGNATURE PAGE**

AGREEMENT NUMBER **24-0132-034-SF**  
AMENDMENT NUMBER **1**

1. This Agreement is entered into between the State Agency and the Recipient named below:

STATE AGENCY'S NAME

**DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)**

RECIPIENT'S NAME

**COUNTY OF SAN MATEO**

2. The term of this Agreement is: July 1, 2024 through June 30, 2025

3. The maximum amount of this Agreement is: \$733,752.00

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:

Paragraph three (3) of the Agreement is hereby amended to increase the Agreement by \$55,050.00 for a new total not to exceed \$733,752.00.

New financial plans for the increased amount are attached (2 Pages) and are hereby incorporated into the Agreement.

An updated Attachment G Budget and Survey Quick Guide is also attached (2 Pages) and hereby replaces the one in the original Agreement.

The additional funding was approved after the original Agreement was already processed and is now available to the county to fund additional Detection Trapping programs.

All other terms and conditions of this Agreement shall remain the same.

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

**RECIPIENT**

RECIPIENT'S NAME (*Organization's Name*)

COUNTY OF SAN MATEO

BY (*Authorized Signature*)

DATE SIGNED



PRINTED NAME AND TITLE OF PERSON SIGNING

David J. Canepa, President, San Mateo County Board of Supervisors

ADDRESS

Post Office Box 999, Redwood City, CA 94064-0999

**STATE OF CALIFORNIA**

AGENCY NAME

**DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)**

BY (*Authorized Signature*)

DATE SIGNED



PRINTED NAME AND TITLE OF PERSON SIGNING

ANDREA PERKINS, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION

ADDRESS

1220 N STREET, ROOM 120

SACRAMENTO, CA 95814

California Department of Food and Agriculture  
Pest Detection County Agreements  
CalTrap Financial Plan  
FY 2024/2025  
July 1, 2024 - June 30, 2025  
San Mateo County

| <b>A. Personnel Services - CalTrap</b>   |  | Billable Hours     |
|--|--|--------------------|
| Personnel Training Hours   |  | 0.00               |
| Personnel Data Conversion Hours <i>(if not billing for manual or bulk entry)</i> |  | 640.00             |
| <b>Total Hours:</b>  |  | <b>640.00</b>      |
| <b>Subtotal Personnel Cost:</b>  |  | <b>\$41,134.85</b> |
| <b>Overhead: 25%</b>   |  | <b>\$10,283.71</b> |
| <b>Total Personnel Cost:</b>   |  | <b>\$51,418.56</b> |

| <b>B. Data Conversion Costs <i>(if not billing Section A. Personnel Services hours)</i></b> |              |               |               |
|---|--------------|---------------|---------------|
|   | NO. OF SITES | COST PER SITE | COST          |
| <b>Data Conversion Manual Entry</b>   | 0            | \$1.40000     | \$0.00        |
| <b>Data Conversion Bulk Upload</b>  | 0            | \$0.6323      | \$0.00        |
| <b>Total Data Conversion Cost:</b>  |              |               | <b>\$0.00</b> |

| <b>C. Other Items of Expense</b>          |                |                     |                |                   |
|---|----------------|---------------------|----------------|-------------------|
|   | NO. OF ITEMS   | COST PER ITEM       | COST           |                   |
| <b>Additional iPad(s)</b>                 | 0              | \$0.00              | \$0.00         |                   |
| <b>Additional iPad Accessories</b>        | 0              | \$0.00              | \$0.00         |                   |
|   | COST PER MONTH | NO. OF USAGE MONTHS | NO. OF DEVICES | COST              |
| <b>Data Plan</b>                          | \$43.23        | 12                  | 7              | \$3,631.00        |
| <b>Insurance/Warranty (Optional)</b>      | \$0.00         | 0                   | 0              | \$0.00            |
| <b>Total Other Items of Expense Cost:</b> |                |                     |                | <b>\$3,631.00</b> |

|                            |                    |
|----------------------------|--------------------|
| <b>Total CalTrap Cost:</b> | <b>\$55,050.00</b> |
|----------------------------|--------------------|

|   |                    |
|---|--------------------|
| <b>Total Agreement Amount CDFA will reimburse for CalTrap Cost:</b> | <b>\$55,050.00</b> |
|---|--------------------|

COMMENT: Staff time spent receiving training, providing training, attending meetings, conference calls related to CalTrap training. Time allocated for data entry and data conversion if not billed by site or bulk upload.

**California Department of Food and Agriculture**  
**Pest Detection County Agreements**  
**CalTrap Personnel Worksheet**  
**FY 2024/2025**  
**July 1, 2024 - June 30, 2025**  
**San Mateo County**

| <b>Personnel Costs - CalTrap</b>            |             |                       |                   |                                   |                    |
|---|-------------|-----------------------|-------------------|-----------------------------------|--------------------|
| Position Title                              | Hourly Wage | Hourly Benefit Amount | Total Hourly Rate | Total Billable Hours to be Worked | Total Cost         |
| <b>Training Positions</b>                   |             |                       |                   |                                   |                    |
| Pest Detection Specialist                   | \$0.00      | \$0.00                | \$0.00            | 0.00                              | \$0.00             |
| Pest Detection Specialist                   | \$0.00      | \$0.00                | \$0.00            | 0.00                              | \$0.00             |
| <b>Training Total:</b>                      |             |                       |                   | <b>0.00</b>                       | <b>\$0.00</b>      |
|   |             |                       |                   | <b>0.00</b>                       |                    |
| <b>Converting Data to CalTrap Positions</b> |             |                       |                   |                                   |                    |
| Pest Detection Specialist                   | \$40.56     | \$23.99               | \$64.55           | 320.00                            | \$20,655.10        |
| Pest Detection Specialist                   | \$40.14     | \$23.86               | \$64.00           | 320.00                            | \$20,479.75        |
| <b>Data Conversion Total:</b>               |             |                       |                   | <b>640.00</b>                     | <b>\$41,134.85</b> |
| <b>Total CalTrap Personnel Cost:</b>        |             |                       |                   |                                   | <b>\$41,134.85</b> |

**COMMENTS:** Salary rates subject to change due to changes in labor contracts program modifications, cost-of-living adjustments, step increases, classification series, fringe benefits, etc.

## Budget and Survey Quick Guide

## Pest Detection County Agreements

Budget summary guide of the fund source breakdown.

County: San Mateo

FY: 24/25

Total Agreement Amount CDFA will reimburse \$ 733,752.00

| Funding Sources          | CORE Costs           |                     |                     | CalTrap Costs       | Total                | %           |
|--------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|-------------|
|                          | Fruit Fly            | Spongy Moth         | Japanese Beetle     |                     |                      |             |
| <i>Federal Funds</i>     | \$ 401,692.00        | \$ 3,672.00         | \$ -                |                     | \$ 405,364.00        | 55.25%      |
| <i>State Funds</i>       | \$ 229,701.00        | \$ 22,761.00        | \$ 20,876.00        |                     | \$ 273,338.00        | 37.25%      |
| <i>Unclaimed Gas Tax</i> |                      |                     |                     | \$ 55,050.00        | \$ 55,050.00         | 7.50%       |
| <b>Totals</b>            | <b>\$ 631,393.00</b> | <b>\$ 26,433.00</b> | <b>\$ 20,876.00</b> | <b>\$ 55,050.00</b> | <b>\$ 733,752.00</b> | <b>100%</b> |

The **Total Agreement Amount CDFA will reimburse** for is the total cost CDFA may reimburse the counties. Any costs exceeding this total will not be paid.

The **Funding sources** give a summary of the funding costs CDFA uses to reimburse county monthly billing. Each fund source listed comes from separate pots of money. Once each fund source is exhausted, no more funds can be reimbursed through that specific fund source. Counties must not exceed the total individual costs listed above for each activity and fund source.

**Budget and Survey Quick Guide**

Pest Detection County Agreements

County: San Mateo

FY: 24/25

**Survey Summary Guide: This form is to aid in billing and invoicing**

**Disclaimer: Refer to contract for full survey details. Does not include EFF, SM and JB Additional Extended Season Traps**

| Survey type                 | MF   | MP   | OF   | ML   | CP<br>gard | CP<br>rural | CP<br>rural<br>res. | Total<br>EFF | SM   | JB   |
|-----------------------------|------|------|------|------|------------|-------------|---------------------|--------------|------|------|
| Core                        | 555  | 555  | 555  | 555  |            | 22          |                     | 2242         | 400  | 330  |
| Additional                  |      |      |      |      |            |             |                     |              |      |      |
| Other                       |      |      |      |      |            |             |                     | 0            |      |      |
| Total trap/site surveyed/Mo | 555  | 555  | 555  | 555  | 0          | 22          | 0                   | 2242         | 400  | 330  |
| Servicing/trap/Mo           | 2.17 | 4    | 2.17 | 2.17 |            | 1           |                     |              | 2.17 | 2.17 |
| Servicings/Mo               | 1204 | 2220 | 1204 | 1204 | 0          | 22          | 0                   | 5855         | 868  | 716  |

**TRAPPING SEASON for CORE PROGRAM**

| Trap Type     | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| MF            |     |     |     | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 2   |     |
| MP            |     |     |     | 4   | 4   | 4   | 4   | 4   | 4   | 4   | 4   |     |
| OF            |     |     |     | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 2   |     |
| ML            |     |     |     |     |     | 2   | 2   | 2   | 2   | 2   |     |     |
| CP garden     |     |     |     |     |     |     |     |     |     |     |     |     |
| CP rural      |     |     |     | 1   | 1   | 1   | 1   | 1   | 1   | 1   | 1   |     |
| CP rural res. |     |     |     |     |     |     |     |     |     |     |     |     |
| SM            |     |     |     |     |     | 2   | 2   | 2   | 2   |     |     |     |
| JB            |     |     |     |     |     | 2   | 2   | 2   | 2   |     |     |     |

**TRAPPING SEASON for ADDITIONAL ACTIVITIES**

| Survey Type | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|             |     |     |     |     |     |     |     |     |     |     |     |     |
|             |     |     |     |     |     |     |     |     |     |     |     |     |
|             |     |     |     |     |     |     |     |     |     |     |     |     |
|             |     |     |     |     |     |     |     |     |     |     |     |     |
|             |     |     |     |     |     |     |     |     |     |     |     |     |
|             |     |     |     |     |     |     |     |     |     |     |     |     |

4 weekly servicings      2 biweekly servicings      1 monthly servicings