

**AMENDED COOPERATIVE AGREEMENT  
SIGNATURE PAGE**

AGREEMENT NUMBER **20-0709-017-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 CONTRA COSTA**
2. The term of this Agreement is: **October 1, 2020 through June 30, 2021**
3. The maximum amount of this Agreement is: **\$78,422.00**
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 two (2) of the Agreement is hereby amended to extend the expiration date from April 30, 2021 to a new expiration date of June 30, 2021.

Sections of the Scope of Work are hereby amended. Attached is the amended Scope of Work (9 Pages) that replaces the one in the original Agreement and is incorporated into the Agreement effective October 1, 2020.

Paragraph three (3) of the Agreement is hereby amended to increase the Agreement by \$9,561.00 for a new total not to exceed \$78,422.00.

A revised Budget for the increased amount is attached (3 Pages), which replaces the Budget in the original Agreement, and is incorporated into the Agreement effective October 1, 2020.

Amendment to add time, increase funds, and revise Scope of Work is required to cover the additional activities due to the new ACP delimitation area that requires deployment and servicing of additional yellow sticky panel traps. These new traps are deployed at a density of 50 traps per square mile (Ten times the normal density of five traps per square mile) and must be serviced monthly.

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 CONTRA COSTA**

BY (Authorized Signature)



DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING **Matthew Slattengren : Agricultural Commissioner/  
Director of Weights & Measures**

ADDRESS  
**2380 Bisso Lane, Suite A, Concord, CA 94520**

**STATE OF CALIFORNIA**

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

BY (Authorized Signature)



DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING  
**CRYSTAL MYERS, BRANCH CHIEF, OFFICE OF GRANTS ADMINISTRATION**

ADDRESS  
**1220 N STREET, ROOM 120  
SACRAMENTO, CA 95814**

**FORM APPROVED**  
Sharon L. Anderson, County Counsel  
By Deputy 

## **SCOPE OF WORK**

### **AGREEMENT SPECIFICATIONS FOR STATE-COUNTY ASIAN CITRUS PSYLLID (ACP) WINTER DETECTION TRAPPING AND DELIMITATION TRAPPING October 1, 2020 – June 30, 2021**

#### **Section 1**

**The California Department of Food and Agriculture (CDFA) shall:**

- A. Provide all yellow panel traps, trap parts, and handouts.
- B. Provide technical assistance and training to county agricultural commissioner personnel on the use of traps and detection procedures.
- C. Provide county trappers with copies of the CDFA Insect Trapping Guide (ITG) and Asian citrus psyllid (ACP) Winter Trapping Guidelines FY 2020-2021 (ACPWTG). The current version of the ACPWTG is included with this Agreement and the ITG is available from the Citrus Division District Manager.
- D. Provide annual training programs for county trapping supervisors.
- E. Provide training to trappers as needed.
- F. Conduct quality control (QC) inspections of the county trapping program.
- G. Provide training on management practices as they relate to CDFA's Statewide Pest Prevention Program Final Program Environmental Impact Report (PEIR) at least one week prior to any covered activity occurring. The PEIR is available at <http://www.cdfa.ca.gov/plant/peir>.

#### **Section 2**

**The County Agricultural Commissioner shall:**

- A. Hire and train personnel.
- B. Provide and maintain trapping vehicles.
  - 1. Purchase supplies such as zip lock bags, sharpie markers, paper clips, etc.
  - 2. Procure shipping supplies including boxes.
- C. Ensure that supervisors attend training provided by the CDFA State Entomologist, Dr. Beucke (kyle.beucke@cdfa.ca.gov) and/or the Citrus Division District Manager.

- D. Ensure that all trapping activities conform to the current version of the ITG and the ACPWTG, except as noted below.
1. Ensure that a copy of the current version of the ITG is kept in each trapper's vehicle for reference.
  2. Should there be a discrepancy between the ITG and the Scope of Work or ACPWTG, the Scope of Work or ACPWTG shall supersede the ITG.
- E. Place and service the specified number of each trap type as indicated on the Trapping Hours/Year Worksheet (THYW) (Form 66-223).
- F. Place traps at the beginning of the season, start date of November 1, 2020. Remove traps at the last servicing for the season, April 30, 2021, except traps that will be used for glassy-winged sharpshooter detection starting in May 2021.
- G. Service delimitation traps monthly, according to the trap routes established by CDFA.
- H. Ensure that all traps are properly identified with a unique trap number and accurately reflect servicing dates. The unique trap numbering system is based upon the Statewide Trapping Grid (STG). Links to Map Books and Geographic Information System layers based on the STG are available at <http://maps.cdfa.ca.gov/TrapBooks>.
1. The naming convention for the STG is alphanumeric. Columns are Alpha (A – UW) and rows are Numeric (001 – 656). The grid name is the combination of column and row names. Naming starts in the northwest corner of the state and runs through the southeast. The remainder of the trap number consists of the quint or subgrid, trap type, and an intra-quint or intra-subgrid designation if more than one trap of that type is present or it is otherwise needed to track a trap that moves between quints. For example, trap EV241-18-ACP1 is in grid EV241, subgrid 18, trap type is ACP, and it is designated as number “1” ACP trap within that subgrid.
  2. Ensure that the unique trap number is placed properly on all traps, along with accurate placement and servicing dates, as appropriate. The following information must be indicated on each ACP trap:
    - a. Complete trap number, placement date, and trapper's initials on the reverse side of the trap when placing; note any additional servicing dates on outside non-sticky margins.
- I. Ensure that Global Positioning System (GPS) coordinates are recorded for all trap sites using North American Datum of 1983 (NAD83) in decimal degrees to 6 decimal points (e.g., 34.423301, -119.825056). Record GPS reading on the trap data card. New GPS points must be recorded for traps when they are relocated.

- J. Ensure that all ACP detection traps are serviced monthly, and all delimitation traps are serviced either weekly or monthly dependent on situation (see ACPWTG for guidance), from November 1, 2020 through April 30, 2021, unless determined otherwise by the Citrus Division District Manager.

- K. Ensure that all traps removed from the field are sent to the CDFA Screening Facility located in Visalia, California as detailed in the ACPWTG.

CDFA Screening Facility  
345 E. Tulare Street, Suite M  
Visalia, CA 93277  
Attention: Elizabeth Zavala  
Phone: 559-636-7410

- L. Participate in new delimitation activities if requested to do so by the CDFA.
- M. Ensure that all activities are performed following CDFA's management practices and any necessary mitigation measures as required and consistent with CDFA's PEIR. A partially completed Attachment 1 - Tiering Strategy Checklist (Checklist) template is included with this Agreement and is available from the Citrus Division District Manager. A blank Checklist and descriptions of the CDFA's management practices and mitigation measures are found in PEIR Appendix C (PEIR, Appendix C, at [http://www.cdfa.ca.gov/plant/peir/docs/final/Volume-3\\_Appendices\\_B-G.pdf](http://www.cdfa.ca.gov/plant/peir/docs/final/Volume-3_Appendices_B-G.pdf)), Mitigation Reporting Program at [http://www.cdfa.ca.gov/plant/peir/docs/final/Volume-4\\_Appendices\\_H-P.pdf](http://www.cdfa.ca.gov/plant/peir/docs/final/Volume-4_Appendices_H-P.pdf), and Findings of Fact at <http://www.cdfa.ca.gov/plant/peir/docs/final/Findings-of-Fact-and-Overriding-Considerations.pdf>. Complete the Checklist prior to conducting trapping activities and submit the Checklist with the Agreement. When the Agreement ends, a copy of the Checklist is to be signed and dated by the Project Leader and emailed to the Citrus Division County Contracts Coordinator, currently Preetika Pratap([preetika.pratap@cdfa.ca.gov](mailto:preetika.pratap@cdfa.ca.gov)), to signify that the PEIR requirements were implemented.
- N. Maintain a Daily Trapping Summary (DTS) (Form 60-210) for each trapper. This form must be completed daily, signed by the individual who performed the work and submitted to the trapping supervisor. The current DTS (i.e., the DTS completed the day prior to a QC inspection) must be available for immediate review by the Citrus Division District Manager or designee conducting the QC inspection. All DTS forms must be kept on file, for review by the CDFA Audits Office, for three years. This form is available from the Citrus Division District Manager.
- O. Complete the Monthly Detection Activity Report (MDAR) Form (formerly the Pest Detection Report Number One (Form 66-035)), documenting all traps deployed, added, removed and serviced during the month. A servicing is an inspection of the trap for the presence of the target pest. Relocations are considered trap servicings.

Do not count trap relocations as "removed" and then "added." A copy of this form must accompany the monthly invoice. This form is available from the Citrus Division District Manager.

- P. Provide one set of trapping records for all traps. This set may either be a "Trap Book" or an electronic record and shall indicate the exact trap location using a site map and all information regarding trap placement, servicing, relocation, and removal.
- Q. Maintain an inventory of known host sites. The inventory shall be organized by square mile, contain the addresses of host properties traceable to the nearest cross street, and indicate all known hosts on that property. The inventory shall be updated yearly. The multiple trap card system will suffice for this inventory. This inventory must be available for the trapper to use in the field daily.
- R. Maintain county wall maps with numbered square mile grids based upon the STG, depicting the density of all currently deployed traps.
- S. Allow state detection personnel and/or federal officers to perform QC inspections on all ACP trap lines with a 48-hour notice.
- T. Allow state detection personnel and/or federal officers to accompany trappers and/or supervisors in the field with a 48-hour notice. This will be credited as field training for county personnel.
- U. Submit suspect ACP samples to the Plant Pest Diagnostics Center (PPDC) in Sacramento, California via the most expeditious method, not later than 24-hours after the initial identification. See **Submitting Specimens for Identification** in the ACPWTG.

Plant Pest Diagnostics Center  
3294 Meadowview Road  
Sacramento, CA 95832  
Phone: 916-262-1100

- V. Be fully reimbursed for trapping not in conjunction with other detection activity (i.e., stand-alone).
- W. Be reimbursed at six minutes per trap for trapping performed in conjunction with existing detection trapping routes or sites (i.e., piggybacked). No mileage reimbursement is allowed for such traps.

- X. Submit invoices along with the MDAR Form monthly by postal mail or e-mail to the Citrus Division County Contracts Coordinator:

Preetika Pratap  
CDFA, Citrus Division  
1220 N Street  
Sacramento, CA 95814  
[preetika.pratap@cdfa.ca.gov](mailto:preetika.pratap@cdfa.ca.gov)

1. Submit monthly invoices and corresponding MDAR Form no later than (30 days) past the end of the month in which the invoiced activity occurred. Reimbursement will not occur unless the trapping Monthly Detection Activity Report Form is submitted with the invoice.
2. If the invoice carries a signature block, the block must be signed. Invoices with blank signature blocks cannot be processed and will be returned to the county for re-submission.
3. Only authorized charges matching the Financial Plan will be reimbursed, for example, salaries, benefits, overhead, supplies, vehicle mileage and vehicle leasing costs. These expenditures must be itemized on the invoice with documentation to support the charges in the event of an audit (federal or state). Any expenditure that is not listed in the Financial Plan is considered unauthorized and cannot be reimbursed.
4. A sample invoice is included with this Agreement and is available from the Citrus Division District Manager. The county may use this form or submit their own invoice, but the invoice must contain the following:
  - a. County name
  - b. Remit to address
  - c. Date of submittal
  - d. Invoice number
  - e. Agreement name
  - f. Agreement number
  - g. Billing period
  - h. Allowable itemized charges as listed on the Financial Plan:
    - i. Employee salaries. The following information must be included in the invoice: employee name (or other unique identifying number), classification, hours worked on the ACP detection program, hourly rate, benefit rate. NOTE: The number of hours worked claimed on the invoice must match those documented on the Monthly Detection Activity Report Form. Invoices received without an accurate Monthly Detection Activity Report Form will not be paid.
    - ii. Vehicle expenses. The following information must be included in the invoices: vehicle license plate number (or unique identifying number), driver name, ownership of the vehicle (county, state, or leased), allowable mileage rate for the vehicle, and if leased, the monthly lease rate for the vehicle.

5. Payment of the invoice is contingent upon submission of the Monthly Detection Activity Report Form, and compliance with the required information as listed in items three and four above.
6. All invoices, including any invoice amendments, must be received within (30 days) of the expiration date of the Agreement. Invoices received more than (30 days) after expiration of the Agreement will not be paid.
7. All invoices without a signature block must be submitted as either an Excel or PDF file. If submitting via PDF, the file must be clear and legible without any dark highlights. Invoices that are illegible will not be paid. All illegible invoices will be returned to the county for re-submission.
  - j. Invoices with a signature block must be signed and the original mailed to the Citrus Division County Contracts Coordinator, as listed in item X.
8. Payment will be made monthly, in arrears, upon receipt of the MDAR Form and approval of the invoice.
9. Please note that CDFA cannot reimburse for more than the total Agreement amount.

---

**Asian Citrus Psyllid Winter Trapping &  
Delimitation Trapping Guidelines (ACPWTG)  
Fiscal Years 2020-2021**

1. Trapping Season - Begins no earlier than November 1, 2020 and ends no later than April 30, 2021, unless otherwise provided by the Program.
2. Delimitation trapping begins as agreed upon with the Citrus Division District Manager and continues through June 30, 2021.
3. Trapping Locations
  - a. Conduct detection trapping in all urban and rural residential areas. Refer to the California Department of Food and Agriculture (CDFA) Insect Trapping Guide (ITG) for definitions.
  - b. If there are areas deemed to be at high-risk of introductions (packing houses, swap meets, farmers markets, etc.) additional traps may be placed. Confer with the CDFA Citrus Division District Manager prior to placement of these traps for approval.
  - c. Locations should be stand-alone (i.e., not piggybacked), unless otherwise agreed upon with the Citrus Division District Manager.
4. Trap Density - Traps shall be placed at the following densities: For detection traps, the Citrus Division District Manager will provide the appropriate number for each county within the ranges noted below.
  - a. Detection traps are placed at five to 16 traps per square mile.
  - b. Delimitation traps are placed at 50 traps per square mile in four-square miles centered on the detection location (i.e., one-mile radius from detection location).
5. Inspection Frequency (see item 14 below for screening procedure).
  - a. Detection Trapping – inspect and remove traps monthly for screening.
  - b. Delimitation Trapping – inspect and remove traps weekly for the first month for screening; then monthly for 11 more months (12 months total). Remove all traps at 12 months after the last detection.
6. Trap - The trap consists of three parts: a yellow panel trap, trap hanger, and paperclip.
7. Attractant - The yellow color is a visual attractant. The trap does not contain a lure or an insecticide.
8. Hosts - Only citrus (lemon and limes are preferred) and citrus relatives. Citrus relatives include kumquat, curry leaf, *Murraya* spp. and orange



---

jasmine/jessamine. **Do not place traps in non-host trees.**

9. Trap Numbering

- a. Using the alpha-numeric Statewide Trapping Grid (STG), assign a unique trap number consisting of the STG grid, hyphen, quint or subgrid, hyphen, trap type (ACP) and number (use number only if more than one trap is in that quint or subgrid). For example: JT316-W-ACP2 or JT316-5-ACP.
- b. Write the trap number, date of deployment, and trapper's initials on an interior non-sticky side of the trap body. It is easiest to do this before the trap is opened for deployment. Note any additional servicing dates on outside non-sticky margins.

10. Trap Assembly - Assemble the trap by pulling it open, exposing the yellow sticky surface. Paperclip the white tabs on the side to hold the trap in position. Place a trap hanger through the holes in the top end of the trap (see ITG, page ACP-2).

11. Trap Placement and Global Positioning System (GPS)

- a. Follow the parameters for ACP trap placement in the ITG.
- b. All sites trapped must be GPS'd using North American Datum of 1983 (NAD83) in decimal degrees to 6 decimal points (e.g., 34.423301, -119.825056). If there are more than 6 digits, truncate (cut off) the additional digits. **Do not round up or down.** Record the GPS reading on the trap data card. New GPS points must be recorded when traps are relocated.

12. Trap Relocation - Do not relocate the trap unless the tree is removed or maintaining the regular servicing interval is unsafe or impracticable.

- a. Relocations should provide for moving the trap evenly throughout its assigned area, with a minimum relocation distance of 500 feet.
- b. When relocating, always use a new trap. Submit all removed traps to a qualified county screener or the CDFA Screening Facility (see item 14 below for screening procedure). GPS the new site and document the new GPS coordinates on the trap card.

13. Trap Replacement

- a. Replace traps monthly or with each relocation.
- b. Change the trap with each relocation, every time a suspect is captured, or when the trap becomes dirty or cluttered with insects or other debris (i.e., as necessary).

14. Screening of Traps - **All traps removed from the field must be screened for ACP before being discarded.**

- 
- a. CDFA maintains a screening facility in Visalia, California (address below). Shipment costs for sending traps will be reimbursed by CDFA.
  - b. Boxes sent to Visalia must have the county written on the outside of the box to allow the screening facility to prioritize particular counties (if directed to do so) and to assure that suspect psyllids are correctly associated with the relevant county if additional trap data is required to complete an electronic Pest and Damage Record (e-PDR).
  - c. Visalia Screening Facility address and contact information:

CDFA Screening Facility  
345 E. Tulare Street, Suite M  
Visalia, CA 93277  
Attention: Elizabeth Zavala  
Phone: 559-636-7410

- d. Alternately, counties may elect to have a qualified county staff member perform the screening, with pre-approval from the CDFA Citrus Division District Manager.

#### 15. Submitting Specimens for Identification

- a. If an ACP specimen is observed when servicing the trap, the entire trap containing the suspect insect(s) should be collected and returned to the office for supervisory inspection. Before leaving the site, replace the old trap with a new one.
- b. Immediately contact the CDFA Citrus Division District Manager.
- c. Submit the entire trap, leaving the suspect ACP(s) on the trap, for identification to the Plant Pest Diagnostics Center (PPDC) in Sacramento, California as efficiently and quickly as possible, but no longer than 24-hours after the trap is removed from the site.

Plant Pest Diagnostics Center  
3294 Meadowview Road  
Sacramento, CA 95832  
Phone: 916-262-1100

- d. If the suspect insect is alive on the trap, place the trap in the freezer for at least one hour to kill the specimen. Do not transport live specimens!
- e. All suspect specimens should be submitted along with Form 65-020, the e-PDR. The website for the e-PDR is <http://phpps.cdfa.ca.gov>. Persons submitting this form will need a username and a password.
- f. Notify the Citrus Division District Manager and the State Entomologist, Dr. Beucke at [kyle.beucke@cdfa.ca.gov](mailto:kyle.beucke@cdfa.ca.gov) prior to sending the suspect specimens. CDFA will notify the PPDC of when to expect the specimen, the e-PDR number, and instructions on testing, if applicable.

Green = fillable cells to be completed by the County.  
Purple = subtotals and totals. These contain formulas - **DO NOT MODIFY!**

[illegible]☐ weekly servicings      ☐ biweekly servicings      ☐ monthly servicings (place or remove)

<b>Trap Type</b>	<b># of traps</b>	<b>x</b>	<b>serv/year*</b>	<b>=</b>	<b>serv/year/trap</b>
ACP	855	x	6.00	=	5,130
ACP	150	x	4.00	=	600
		x		=	0
		x		=	0
		x		=	0
		x		=	0
		x		=	0
		x		=	0
		x		=	0
		x		=	0
				Total:	5,730

ACP TOTAL: 5,730 (A) + 5.00 (B) = 1,146.00 (C) x 1.1 (10% (D)) = 1,260.60 (E) 1260.6

- A = Servicing/year/trap - calculated electronically.  
B = Average # of traps serviced per hour - figure entered by person completing work sheet.  
C = Hours/year - calculated electronically.  
D = Hours/year plus 10% - calculated electronically. "D" represents the billable hours for the trapper(s) in the field and is applied to the work plan in the "Detection" section. In addition to the detection trapper hours, the financial plans also cover non-detection (supervisor, administrative, etc.) hours.

**Contra Costa**

**COUNTY DEPARTMENT OF AGRICULTURE**

**Revised FY 2020-21 Asian Citrus Psyllid (ACP) Winter Trapping Financial Plan**

10/2019

Green = fillable cells to be completed by the County.  
Purple = subtotals and totals. These contain formulas - DO NOT MODIFY!  
Orange = instructions.

**A. PERSONNEL**

**1. STAFF - Detection Trappers**

<u>Employee Name</u>	<u>Title</u>
1 Shannon Smith	Agricultural and Standards Aide
2 Karin Linnen	Agricultural and Standards Aide
3 Pest Detection Specialist	Pest Detection Specialist
4 Lead Pest Detection Specialist	Lead Pest Detection Specialist
5 Pest Detection Specialist with Longevity	Pest Detection Specialist with Longevity

HOURS/ DAY	TOTAL WORK DAYS	HOURS
7.00	42.00	294.00
7.00	42.00	294.00
8.00	84.00	672.00
		0.00
		0.00
Subtotal:		1,260.00

**2. SALARIES - Detection Trappers**

1 Shannon Smith	Agricultural and Standards Aide
2 Karin Linnen	Agricultural and Standards Aide
3 Pest Detection Specialist	Pest Detection Specialist
4 Lead Pest Detection Specialist	Lead Pest Detection Specialist
5 Pest Detection Specialist with Longevity	Pest Detection Specialist with Longevity

HOURLY RATE w/o BENEFITS	HOURS	SALARY
\$31.34	294.00	\$9,214.00
\$30.52	294.00	\$8,973.00
\$25.19	672.00	\$16,928.00
\$28.40		\$0.00
\$25.82		\$0.00
Subtotal:		\$35,115.00

**3. BENEFITS - Detection Trappers**

1 Shannon Smith	Agricultural and Standards Aide
2 Karin Linnen	Agricultural and Standards Aide
3 Pest Detection Specialist	Pest Detection Specialist
4 Lead Pest Detection Specialist	Lead Pest Detection Specialist
5 Pest Detection Specialist with Longevity	Pest Detection Specialist with Longevity

BENEFIT RATE (%)	SALARY	BENEFIT COST
57.1917%	\$9,214.00	\$5,270.00
40.4492%	\$8,973.00	\$3,630.00
9.9897%	\$16,928.00	\$1,688.00
9.9706%	\$0.00	\$0.00
9.9697%	\$0.00	\$0.00
Subtotal:		\$10,588.00

**DETECTION STAFF SUBTOTAL: \$45,703.00**

**4. STAFF - Non-Detection**

<u>Employee Name</u>	<u>Title</u>
1 Larry Yost	Deputy Agricultural Commissioner
2 Matt Slattengren	Agricultural Commissioner
3 Kerl Brumfield	Agricultural Biologist II
4 Roxann Crosby	Executive Secretary
5 Stephanna Hidalgo	Clerical
6 Jose Arriaga	Assistant Agricultural Commissioner
7	Agricultural Biologist III
8	

HOURS/ DAY	TOTAL WORK DAYS	HOURS
0.50	42.00	21.00
0.50	10.00	5.00
1.00	85.00	85.00
0.75	6.00	5.00
0.75	14.00	11.00
0.50	10.00	5.00
		0.00
		0.00
Subtotal:		132.00

**5. SALARIES - Non-Detection Staff**

1 Larry Yost	Deputy Agricultural Commissioner
2 Matt Slattengren	Agricultural Commissioner
3 Kerl Brumfield	Agricultural Biologist II
4 Roxann Crosby	Executive Secretary
5 Stephanna Hidalgo	Clerical
6 Jose Arriaga	Assistant Agricultural Commissioner
7	Agricultural Biologist III
8	

HOURLY RATE w/o BENEFITS	HOURS	SALARY
\$72.19	21.00	\$1,516.00
\$96.67	5.00	\$483.00
\$49.21	85.00	\$4,183.00
\$53.39	5.00	\$267.00
\$40.12	11.00	\$441.00
\$81.16	5.00	\$406.00
	0.00	\$0.00
	0.00	\$0.00
Subtotal:		\$7,296.00

**6. BENEFITS - Non-Detection Staff**

1 Larry Yost	Deputy Agricultural Commissioner
2 Matt Slattengren	Agricultural Commissioner
3 Kerl Brumfield	Agricultural Biologist II
4 Roxann Crosby	Executive Secretary
5 Stephanna Hidalgo	Clerical
6 Jose Arriaga	Assistant Agricultural Commissioner
7	Agricultural Biologist III

BENEFIT RATE (%)	SALARY	BENEFIT COST
50.4265%	\$1,516.00	\$764.00
43.7948%	\$483.00	\$212.00
37.7573%	\$4,183.00	\$1,579.00
54.9273%	\$267.00	\$147.00
56.7852%	\$441.00	\$250.00
51.2125%	\$406.00	\$208.00
	\$0.00	\$0.00
Subtotal:		\$3,160.00

**NON-DETECTION STAFF SUBTOTAL: \$10,456.00**

25.00 % Overhead (Not to exceed 25%)

SALARIES	BENEFITS	OVERHEAD COST
\$42,411.00	\$13,748.00	\$14,040.00

**TOTAL PERSONNEL COST: \$70,199.00**

**B. SUPPLIES (Itemized, such as: trapping poles, office supplies, etc.)**

Description	COST
1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00
<b>TOTAL SUPPLY COST:</b>	<b>\$0.00</b>

**C. SUBCONTRACTOR**

**TITLE**

HOURLY RATE	HOURS	COST
1		\$0.00
2		\$0.00
3		\$0.00
4		\$0.00
<b>TOTAL SUBCONTRACTOR COST:</b>		<b>\$0.00</b>

**D. VEHICLE OPERATIONS**

COUNTY VEHICLES		NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST
3.00		6.00	767.60	\$0.580	\$8,223.00
STATE VEHICLES		NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST
0.00		0.00	0.00	\$0.285	\$0.00
NO. OF LEASED VEHICLES	COST PER MONTH	NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST
0.00	0.00	0.00	0.00	\$0.285	\$0.00
VEHICLE COST TOTAL:					\$8,223.00

**E. OTHER ITEMS OF EXPENSE (e.g., communications, IT services)**

Description	COST
1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00
<b>TOTAL SUPPLY COST:</b>	<b>\$0.00</b>

\* Per federal audit guidelines, this rate cannot be exceeded. However, if your county's internal policy uses a lower rate, that rate may be applied.

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

**COMMENTS:**

**FY 2020-21 ACP Winter Trapping Cost: \$78,422.00**