State of California, Department of Food and Agriculture
AGREEMENT
GAU-03 (Rev. 8/2026)

COOPERATIVE AGREEMENT SIGNATURE PAGE

AGREEMENT NUMBER
26-0325-009-SF

1. This Agreement is entered into between the State Agency and the Recipient named below:
   STATE AGENCY'S NAME
   CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)
   RECIPIENT'S NAME
   COUNTY OF SAN BERNARDINO

2. The Agreement Term is: October 1, 2026 through September 30, 2027

3. The maximum amount of this Agreement is: $9,122.80

4. The parties agree to comply with the terms and conditions of the following exhibits and attachments which are by this reference made a part of the Agreement:

Exhibit A: Prime Award Information Recipient and Project Information	2 Page(s)
Exhibit B: General Terms and Conditions	5 Page(s)
Exhibit C: Payment and Budget Provisions	2 Page(s)
Exhibit D: Federal Terms and Conditions	3 Page(s)
Attachments: Scope of Work and Budget	

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

RECIPIENT

RECIPIENT'S NAME *(Organization's Legal Name)*
COUNTY OF SAN BERNARDINO

BY *(Authorized Signature)*	DATE SIGNED
✍	

PRINTED NAME AND TITLE OF PERSON SIGNING
Dawn Rowe, Chair, Board of Supervisors

ADDRESS
777 E Rialto Avenue, San Bernardino, CA 92415-0720

STATE OF CALIFORNIA

AGENCY NAME
CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)

BY *(Authorized Signature)*	DATE SIGNED
✍	

PRINTED NAME AND TITLE OF PERSON SIGNING
STEPHEN TACHIERA, MANAGER III, OFFICE OF GRANTS ADMINISTRATION

ADDRESS
1220 N STREET, ROOM 120
SACRAMENTO, CA 95814

CJ

EXHIBIT A

PRIME AWARD INFORMATION

Federal Agency:	United States Department of Agriculture, Animal and Plant Health Inspection Service, Plant Protection and Quarantine
Federal Award Identification Number:	Pending
Federal Award Date:	Pending
Assistance Listings Number and Name:	10.025 Plant and Animal Disease, Pest Control and Animal Care
Amount Awarded to CDFA:	$Pending
Effective Dates for CDFA:	October 1, 2026 through September 30, 2027
Federal Award to State Agency is Research & Development (Yes/No)	Yes

RECIPIENT AND PROJECT INFORMATION

1. CDFA hereby awards an Agreement to the Recipient for the project described herein:
The Asian Citrus Psyllid (ACP) Bulk Citrus Regulatory activities covered by the counties ensure that requirements of the United States Department of Agriculture's Federal Order and the California state interior quarantine CCR 3435 for ACP are met. Prevent the introduction of harmful pests and diseases that are damaging to agriculture and the environment.

   Project Title: Asian Citrus Psyllid Bulk Citrus Regulatory

2. The Managers for this Agreement are:

FOR CDFA:		**FOR RECIPIENT:**	
Name:	Keith Okasaki	Name:	Brady Gergovich
Division/Branch:	Citrus Pest and Disease Prevention	Organization:	COUNTY OF SAN BERNARDINO
Address:	1220 N Street	Address:	777 E Rialto Avenue
City/State/Zip:	Sacramento, CA 95814	City/State/Zip:	San Bernardino, CA 92415-0720
Phone:	916-704-5464	Phone:	909-387-2115
Email Address:	keith.okasaki@cdfa.ca.gov	Email Address:	brady.gergovich@awm.sbcounty.gov

3. The Grant Administrative Contacts for this Agreement are:

FOR CDFA:		**FOR RECIPIENT:**
Name:	Preetika Pratap	Name: Louis Rivera
Division/Branch:	Citrus Pest and Disease Prevention	Organization: County of San Bernardino
Address:	1220 N Street	Address: 777 E. Rialto Ave.
City/State/Zip:	Sacramento, CA 95814	City/State/Zip: San Bernardino, CA 92415
Phone:	916-274-6313	Phone: 909-387-2119
Email Address:	preetika.pratap@cdfa.ca.gov	Email Address: Louis.Rivera@awm.sbcounty.gov

FISCAL CONTACT FOR RECIPIENT (if different from above):
Name:
Organization:
Address:
City/State/Zip:
Phone:
Email Address:

4. **RECIPIENT: Please check appropriate box below:**
   Research and Development (R&D) means all research activities, both basic and applied, and all development activities that are performed by non-Federal entities. The term research also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other R&D activities and where such activities are not included in the instruction function.

   This award ☐ does ☒ does not support R&D.

5. For a detailed description of activities to be performed and duties, see Scope of Work and Budget.

EXHIBIT B

GENERAL TERMS AND CONDITIONS

1. **Approval**
   This Agreement is of no force or effect until signed by both parties. The Recipient may not invoice for activities performed prior to the commencement date or completed after the termination date of this Agreement.

2. **Agreement Execution**
   Unless otherwise prohibited by state law, regulation, or Department or Recipient policy, the parties agree that an electronic copy of a signed Agreement, or an electronically signed Agreement, has the same force and legal effect as an Agreement executed with an original ink signature. The term "electronic copy of a signed Agreement" refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed Agreement in a portable document format. The term "electronically signed Agreement" means an Agreement that is executed by applying an electronic signature using technology approved by all parties.

3. **Assignment**
   This Agreement is not assignable by the Recipient, either in whole or in part, without the prior consent of the CDFA Agreement Manager or designee in the form of a formal written amendment.

4. **Governing Law**
   This Agreement is governed by and will be interpreted in accordance with all applicable State and Federal laws.

5. **State and Federal Law**
   It is the responsibility of the Recipient to know and understand which State, Federal, and local laws, regulations, and ordinances are applicable to this Agreement and the Project, as described in Exhibit A. The Recipient shall be responsible for observing and complying with all applicable State and Federal laws and regulations. Failure to comply may constitute a material breach.

6. **Recipient Commitments**
   The Recipient accepts and agrees to comply with all terms, provisions, conditions and commitments of the Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by the Recipient in the application, documents, amendments, and communications in support of its request for funding.

7. **Performance and Assurances**
   The Recipient agrees to faithfully and expeditiously perform or cause to be performed all Project work as described in the Scope of Work, and to apply grant funds awarded in this Agreement only to allowable Project costs.

8. **Mutual Liability**
   Parties shall, to the extent allowed by law, each be individually liable for any and all claims, losses, causes of action, judgments, damages, and expenses to the extent directly caused by their officers, agents, or employees.

9. **Unenforceable Provision**
   In the event that any provision of this Agreement is unenforceable or held to be unenforceable, the parties agree that all other provisions of this Agreement shall remain operative and binding.

10. Contractors/Consultants

The Recipient, and the agents and employees of Recipient, in the performance of this Agreement, are not officers, employees, or agents of the CDFA. The Recipient's obligation to pay its Contractors/Consultants is an independent obligation from the CDFA's obligation to make payments to the Recipient. Recipient agrees to comply with all applicable State and local laws and regulations during the term of this Agreement. The Recipient is responsible to ensure that any/all contractors/consultants it engages to carry out activities under this Agreement shall have the proper licenses/certificates required in their respective disciplines. The Contractors/Consultants shall not affect the Recipient's overall responsibility for the management of the project, and the Recipient shall reserve sufficient rights and control to enable it to fulfill its responsibilities under this Agreement.

11. Non-Discrimination Clause

The Recipient agrees that during the performance of this Agreement, it will not discriminate, harass, or allow harassment or discrimination against any employee or applicant for employment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The Recipient agrees to require the same of all contractors and consultants retained to carry out the activities under this Agreement.

The Recipient agrees that during the performance of this Agreement, the evaluation and treatment of its employees and applicants for employment are free from discrimination and harassment. The Recipient will comply with the provisions of the Fair Employment and Housing Act (Government Code section 12990 *et seq.*) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, section 10000 *et seq.*). The applicable regulations of the Fair Employment and Housing Council implementing Government Code section 12990 (a-f), set forth in Division 4.1 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Recipient will give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining unit or other Agreement. The Recipient must include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

The Recipient agrees to require the same of all contractors and consultants retained to carry out activities under this Agreement.

12. Excise Tax

The State of California is exempt from federal excise taxes and no payment will be made for any taxes levied on employees' wages. The CDFA will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another State.

13. Disputes

The Recipient must continue with the responsibilities under this Agreement during any dispute. In the event of a dispute, the Recipient must file a "Notice of Dispute" with the CDFA Agreement Manager, identified in Exhibit A, or designee within ten (10) calendar days of discovery of the problem. The Notice of Dispute must contain the Agreement number. Within ten (10) calendar days of receipt of the Notice of Dispute, the CDFA Agreement Manager or designee must meet with the Recipient for the purpose of resolving the dispute. In the event of a dispute, the language contained within this Agreement prevails.

14. Termination for Convenience

This Agreement may be terminated by either party upon written notice. Notice of termination must be delivered to the other party at least thirty (30) calendar days prior to the intended date of termination. Notice of termination does not nullify obligations already incurred prior to the date of termination. In the event of Termination for Convenience of this Agreement by CDFA, CDFA must pay all responsible costs and non-cancellable obligations incurred by the Recipient as of the date of termination.

15. Termination for Cause

Either party may terminate this Agreement for cause in the event of a material breach of this Agreement, provided that the non-breaching party provides written notice of the material breach. If the breach is not cured to the satisfaction of the non-breaching party, this Agreement shall automatically terminate and the CDFA shall reimburse the Recipient for all documented costs incurred up to the date of the notice of termination, including all non-cancellable obligations. Timelines associated with notice and curing of material breaches shall be consistent with the timelines outlined in paragraph 17.

16. Acceptable Failure to Perform

The Recipient shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, accidents, the inability to obtain any required government approval to proceed, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, pandemics, or similar occurrences.

17. Breach

The parties may be in material breach under this Agreement if they fail to comply with any term of this Agreement, or a party determines that the other party is not implementing the Project in accordance with the provisions of this Agreement, or that a party has failed in any other respect to comply with the provisions of this Agreement. In the event of a material breach, the party identifying the breach shall provide a Notice of Material Breach to the breaching party within fifteen (15) calendar days upon discovery of breach. The breaching party shall have fifteen (15) calendar days from receipt of the notice to notify how it intends to cure the breach. Upon receipt of the proposed cure, the non-breaching party has fifteen (15) days to accept or reject the proposed cure. Upon the non-breaching party's approval of the cure, the breaching party has thirty (30) days to implement the cure. If the breaching party fails to cure the breach within thirty (30) days of the non-breaching party's approval of the cure, the non-breaching party may take the following respective actions:

A. CDFA may suspend payments;
B. CDFA may demand repayment of all funding;
C. Either party may terminate the Agreement
D. CDFA may debar Recipient; or
E. Either party may take any other action deemed necessary to recover costs.

The non-breaching party shall send a Notice of Failure to Cure Material Breach upon its decision to carry out any of these actions. These actions are effective upon issuance of the Notice of Failure to Cure Material Breach, unless the Recipient appeals a Notice of Failure to Cure Material Breach, in which case the effective date falls on the issuance of a final decision on the appeal.

Where CDFA notifies the Recipient of its decision to demand repayment pursuant to this paragraph, the funds that are subject to the demand shall be repaid immediately. CDFA may consider the Recipient's refusal to repay the requested disbursed amount a material breach.

A Notification of Failure to Cure Material Breach may be appealed to CDFA. The appeal must be post marked within ten (10) calendar days of the date the Recipient received the Notice of Failure to Cure

and addressed to the CDFA Legal Office of Hearing and Appeals or emailed to CDFA.LegalOffice@cdfa.ca.gov.

California Department of Food and Agriculture
Legal Office of Hearing and Appeals
1220 N Street
Sacramento, CA 95814

All notices, communications, and appeals described in this paragraph must be received in writing to be considered timely.

If CDFA notifies the Recipient of its decision to withhold the entire funding amount from the Recipient pursuant to this paragraph, this Agreement shall terminate upon receipt of such notice by the Recipient and CDFA shall no longer be required to provide funds under this Agreement and the Agreement shall no longer be binding on either party.

18. **Publicity and Acknowledgement**
The Recipient agrees that it will acknowledge CDFA's support whenever projects funded, in whole or in part, by this Agreement are publicized in any news media, brochures, publications, audiovisuals, presentations or other types of promotional material and in accordance with the Grant Procedures Manual if incorporated by reference and attachment to the Agreement. The Recipients may not use the CDFA logo.

19. **News Releases/Public Conferences**
The Recipient agrees to notify the CDFA in writing at least two (2) business days before any news releases or public conferences are initiated by the Recipient or its Contractors/Consultants regarding the project described in the Attachments, Scope of Work and Budget and any project results.

20. **Scope of Work and Budget Changes**
Changes to the Scope of Work, Budget, or the Project term, must be requested in writing to CDFA Grant Administrative Contact no less than thirty (30) days prior to the requested implementation date. Any changes to the Scope of Work and Budget are subject to CDFA approval and, at its discretion, CDFA may choose to accept or deny any changes. If accepted and after negotiations are concluded, the agreed upon changes will be made and become part of this Agreement. CDFA will respond in writing within ten (10) business days as to whether the proposed changes are accepted.

21. **Reporting Requirements**
The Recipient agrees to comply with all reporting requirements specified in Scope of Work and/or Grant Procedures Manual if incorporated by reference to this Agreement as an attachment.

22. **Equipment**
Purchase of equipment not included in the approved Budget requires prior approval. The Recipient must comply with state requirements regarding the use, maintenance, disposition, and reporting of equipment as contained in CCR, Title 3, Division 1, Chapter 5, sections 303, 311, 324.1 and 324.2.

23. **Closeout**
The Agreement will be closed out after the completion of the Project or project term, receipt and approval of the final invoice and final report, and resolution of any performance or compliance issues.

24. Confidential and Public Records

The Recipient and CDFA understand that each party may come into possession of information and/or data which may be deemed confidential or proprietary by the person or organization furnishing the information or data. Such information or data may be subject to disclosure under the California Public Records Act or the Public Contract Code. To the extent allowed by law, CDFA determines whether the information is releasable. Each party agrees to maintain such information as confidential and notify the other party of any requests for release of the information.

25. Amendments

Changes to funding amount or Agreement term require an amendment and must be requested in writing to the CDFA Agreement Manager or designee no later than sixty (60) calendar days prior to the requested implementation date. Amendments are subject to CDFA approval, and, at its discretion, may choose to accept or deny these changes. No amendments are possible if the Agreement is expired.

26. Executive Order N-6-22 Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Recipient is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Recipient advance written notice of such termination, allowing Recipient at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

EXHIBIT C
PAYMENT AND BUDGET PROVISIONS

1. Invoicing and Payment

A. For activities satisfactorily rendered and performed according to the attached Scope of Work and Budget, and upon receipt and approval of the invoices, CDFA agrees to reimburse the Recipient for actual allowable expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.

B. Invoices must include the Agreement Number, performance period, type of activities performed in accordance with this Agreement, and when applicable, a breakdown of the costs of parts and materials, labor charges, and any other relevant information required to ensure proper invoices are submitted for payment.

C. Unless stated in the Scope of Work quarterly invoices must be submitted to the CDFA Administrative Contact, within thirty (30) calendar days after the end of each quarter in which activities under this Agreement were performed.

D. Unless stated in the Scope of Work a final invoice will be submitted for payment no more than thirty (30) calendar days following the expiration date of this Agreement, or after project is complete, whichever comes first. The final invoice must be clearly marked "Final Invoice" thus indicating that all payment obligations of the CDFA under this Agreement have ceased and that no further payments are due or outstanding.

2. Allowable Expenses and Fiscal Documentation

A. The Recipient must maintain adequate documentation for expenditures of this Agreement to permit the determination of the allowability of expenditures reimbursed by CDFA under this Agreement. If CDFA cannot determine if expenditures are allowable under the terms of this Agreement because records are nonexistent or inadequate according to Generally Accepted Accounting Principles, CDFA may disallow the expenditures.

B. If mileage is a reimbursable expense, using a privately-owned vehicle will be at the standard mileage rate established by the United States (U.S.) Internal Revenue Service (IRS) and in effect at the time of travel. The standard mileage rate in effect at the time of travel can be found on IRS's website regardless of funding source/type.

C. If domestic travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable are those established by the Federal Travel Regulation, issued by General Services Administration (GSA), including the maximum per diem and subsistence rates prescribed in those regulations.

D. If foreign travel is a reimbursable expense, receipts must be maintained to support the claimed expenditures. The maximum rates allowable are those established in a per diem supplement to Section 925, Department of State Standardized Regulations.

E. The Recipient will maintain and have available, upon request by CDFA, all financial records and documentation pertaining to this Agreement. These records and documentation will be kept for three (3) years after completion of the Agreement period or until final resolution of any performance/compliance review concerns or litigation claims.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, California Government Code Title 1, Division 3.6, Part 3, Chapter 4.5, commencing with Section 927 - The California Prompt Payment Act.

4. **Budget Contingency Clause**
If funding for any fiscal year is reduced or deleted for purposes of this program, the CDFA has the option to either cancel this Agreement with no liability occurring to the CDFA or offer to amend the Agreement to reflect the reduced amount.

EXHIBIT D

FEDERAL TERMS AND CONDITIONS

The Recipient and recipients of any subawards under this award, agree to comply with all applicable requirements of all Federal laws, executive orders, regulations, and policies governing this program, including but not limited to 2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. For-profit organizations will be subject to 48 CFR Subpart 31. Recipients are responsible for identifying the federal regulations appropriate to their organization, consistently applying cost principles and ensuring contractors or consultants comply with applicable federal regulations.

1. **Civil Rights**
   The Recipient must comply with civil rights and nondiscrimination standards pursuant to the following:
   A. Civil Rights Act, 42 USC 2000, as implemented at 28 CFR Part 42;
   B. Age Discrimination Act, 42 USC 6101, as implemented at 45 CFR Part 90;
   C. Age Discrimination in Employment Act, 29 USC 621, as implemented at 29 CFR Part 1625;
   D. Title IX of the Education Amendments of 1972, 20 USC 1681, as implemented at 45 CFR Part 86;
   E. Section 504 of the Rehabilitation Act, 29 USC 791, as implemented at 28 CFR Part 41;
   F. Executive Order (EO) 11246; and
   G. Americans with Disabilities Act, (PL 101-366).

2. **Labor Standards**
   The Recipient must comply with labor standards pursuant to the following:
   A. Fair Labor Standards Act, 29 USC 207, as implemented at 29 CFR Part 500-899;
   B. Davis-Bacon Act, 40 USC 3141-3148, as implemented at 29 CFR Parts 1, 3, 5, and 7; and
   C. Contract Work Hours and Safety Standards Act, 40 USC 3701, as implemented at 29 CFR Part 5.

3. **Environmental Standards**
   The Recipient must comply with environmental standards pursuant to the following:
   A. Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (PL 91-190) and EO 11514 as implemented at 7 CFR Part 1b;
   B. Notification of violating facilities pursuant to EO 11738;
   C. Protection of wetlands pursuant to EO 11990;
   D. Evaluation of flood hazards in floodplains in accordance with EO 11988;
   E. Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 USC §§1451 *et seq.*);
   F. Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176 (c) of the Clean Air Act of 1955, as amended (42 USC §§7401 *et seq.*);
   G. Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (PL 93-523); and,
   H. Protection of endangered species under the Endangered Species Act of 1973, as amended (PL 93-205).

4. **Drug-Free Environment**
   The Recipient must comply with drug-free environment standards pursuant to §5151-5610 of the Drug-Free Workplace Act of 1988, as implemented by 2 CFR 421.

5. **Restrictions on Lobbying and Political Activities**
   The Recipient must comply with lobbying restriction standards pursuant to the Limitations on Use of Appropriated Funds to Influence Certain Federal Contracting and Financial Transactions, 31 USC 1352, as implemented at 2 CFR 418.

6. **Officials Not to Benefit**
The Recipient must ensure that no member of Congress be admitted to any share or part of this Agreement or to any benefit arising from it, in accordance with 41 USC 22.

7. **Trafficking in Persons**
The Recipient must comply with the provisions in 2 CFR Part 175, prohibiting trafficking in persons.

8. **Intergovernmental Review**
The Recipient must comply with intergovernmental review standards pursuant to the following:
   A. Executive Order 12372, as implemented at 2 CFR 415; and
   B. The Intergovernmental Cooperation Act of 1968, 31 USC 6501.

9. **Confidentiality**
The Recipient must comply with confidentiality standards pursuant to the following:
   A. Freedom of Information Act, 5 USC 552, as implemented at 7 CFR Part 1; and
   B. Privacy Act, 5 USC 552 (a).

10. **Conservation in Procurement**
The Recipient must comply with procurement standards pursuant to the Resource Conservation and Recovery Act, 42 USC 6962 and EO 12873, as implemented at 40 CFR Part 247.

11. **Debarment, Suspension, Criminal or Civil Convictions**
The Recipient and its principals must comply with debarment and suspension standards pursuant to the EO 12549, as implemented at 2 CFR 180 and 2 CFR 417.

    The Recipient must provide immediate written notice to CDFA if at any time it learns that this certification was erroneous when made or has become erroneous by reason of changed circumstances and must require recipients of lower-tier covered transactions under this Agreement to similarly certify pursuant to EO 12549, as implemented by 2 CFR 180 and 2 CFR 417.

    See www.sam.gov to determine debarment and suspension status.

12. **Crimes and Prohibited Activities**
The Recipient must comply with crimes and prohibited activities standards pursuant to the following:
   A. Anti-Kickback (Copeland) Act, as implemented at 29 CFR Part 3.1;
   B. False Claims Act, 31 USC 3729; and
   C. Program Fraud Civil Remedies Act, 31 USC 3801-3812.

13. **Biosafety in Laboratories**
The Recipient must comply with laboratory biosafety standards pursuant to the following the *Biosafety in Microbiological and Biomedical Laboratories*, published jointly by the Centers for Disease Control and the National Institutes of Health.

14. **Conflicts of Interest**
The Recipient must comply with the conflict of interest standards pursuant to 2 CFR 400.2.

15. **Inventions, Patents, Copyrights and Project Results**
   A. The Recipient must comply with invention and patent standards pursuant to the following:
      1. Patent Rights in Inventions Made with Federal Assistance, 35 USC 202-204, as implemented at 37 CFR Part 401 (Bayh-Dole Act and the Technology Transfer Commercialization Act of 2000) to ensure that inventions made are used in a manner to promote free competition and enterprise without unduly encumbering future research and discovery.
      2. The Plant Variety Protection Act, 7 USC 2321 *et seq*.

B. The Recipient may retain title to any invention conceived of or first actually reduced to practice using Federal funds provided Recipient does the following:
   1. Reports all subject inventions to CDFA;
   2. Makes efforts to commercialize the subject invention through patent or licensing;
   3. Formally acknowledges the Federal government's support in all patents that arise from the subject invention; and
   4. Formally grants the Federal government and CDFA a limited use license to the subject invention.

C. The Recipient may copyright any publications, data, or other copyrightable works developed using Federal funds provided it provides the Federal government and CDFA a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use the material, and agrees that the Federal government and CDFA may do so in cooperation with other public agencies.

D. The Recipient agrees that the results of this project may be published by the Federal government, CDFA or appropriate contractors or cooperators as mutually agreed.

16. Care and Use of Laboratory Animals

The Recipient must comply with the care and use of laboratory animal standards pursuant to the following:

A. Animal Welfare Act, 7 USC 2131, as implemented at 9 CFR, Sub Chapter A, Parts 1-4; and
B. Marine Mammal Protection Act, 16 USC 1361-1407.

17. Fly America Act

The Recipient must comply with the Fly America Act (49 USC 40118) as implemented at 41 CFR 301-10.131 to 301-10.143.

18. Motor Vehicle Safety

The Recipient must comply with seat belt use standards pursuant to the following:

A. Highway Safety Act of 1966 as amended (23 USC 402-403);
B. Occupational Safety and Health Act of 1970 as amended (29 USC 668);
C. Federal Property and Administrative Services Act of 1949 as amended (40 USC §101 *et seq.*)
D. Increasing Seat Belt Use in the United States (EO 13043).
E. Federal Leadership on Reducing Text Messaging While Driving (EO 13513).

19. Records Retention and Accessibility

The Recipient and its contractors must comply with the procedures and requirements regarding record retention and accessibility as contained in 2 CFR 200.333 – 200.337.

20. All Other Federal Laws

The Recipient must comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

Asian Citrus Psyllid Program, Citrus Commodities (Regulatory)
Scope of Work
October 1, 2026 – September 30, 2027

The County agrees to perform and provide the following quarantine response and regulatory enforcement activities for the California Department of Food and Agriculture (CDFA) in compliance with Title 3, sections 3435 and 3439 of the California Code of Regulations (CCR) and Title7, Part 301.76 of the Code of Federal Regulations (CFR).

This agreement is inclusive of the County's agreement to perform activities approved by CDFA as described in the attached projected Work Plan.

Regulatory and records inspections at regulated establishments are the highest priority. Compliance agreement issuance is a lower priority. If regional quarantine zones are modified and commercial channels change, county personnel shall prioritize inspection activities as appropriate to meet changing needs.

Authorized expenses under this Asian citrus psyllid (ACP) regulatory cooperative agreement include:

I. **Personnel Activities**
   - A. **Quarantine Enforcement**
     1. **Citrus Growers**
     2. **Citrus Packers/Juice Plants/Processors**
     3. **Citrus Transporters**
     4. **Citrus Fruit Sellers**
     5. **Citrus Harvesters/Farm Labor Contractors**
     6. **Dump and Disposal**
     7. **Regulatory Trace-Back and Trace-Forward Activities**
     8. **Program Environmental Impact Report**
   - B. **Other Activities**
     1. **Meetings**
     2. **Administrative Support**
     3. **Reporting**

II. **Non-Personnel**
   - A. **Dump and Disposal**
   - B. **Supplies**
   - C. **Equipment**
   - D. **Vehicle Mileage**

III. **Reporting/Invoicing**
   - A. **ACP Regulatory Monthly Activity Report**
   - B. **Invoicing/Reimbursement**

Description of authorized expenses:

I. **Personnel Activities:** The County agrees to perform the listed quarantine response and regulatory enforcement activities required by the ACP State Interior Quarantine, Huanglongbing (HLB) State Interior Quarantine,

and the Federal Domestic Quarantine for Citrus Greening and ACP.This agreement is also inclusive of the following:

A. Quarantine Enforcement Activities for The Following Regulated Entities:

1. Citrus Growers
Includes commercial growers of ACP host fruit.

a. Compliance Agreement Issuance
- i. Initial visit to issue and explain the terms of the compliance agreement and exhibits, and regulatory requirements.
- ii. Assigning a compliance agreement number, countersigning the agreement, and sending a copy to ACPCompliance@cdfa.ca.gov.

b. Regulatory and Records Inspections
- i. Regulatory inspections and records review to verify quarantine compliance.
- ii. Receiving, maintaining, and approving grower-submitted ACP-Free Declaration forms and HLB Pest Risk Mitigation forms.
- iii. Issuing Hold Notices, Notices of Rejection, Notices of Violation, and Notices of Proposed Action for non-compliance.

2. Citrus Packers/Juice Plants/Processors
Includes packers/juicers/processors of commercial ACP host fruit.

a. Compliance Agreement Issuance
- i. Initial visit to issue and explain the terms of compliance agreement and exhibits, and regulatory requirements.
- ii. Assigning a compliance agreement number, countersigning the agreement, and sending a copy to ACPCompliance@cdfa.ca.gov.

b. Regulatory and Records Inspections
- i. Regulatory inspections to ensure compliance with safeguarding performance standards and records review to verify quarantine compliance.
- ii. Issuing Hold Notices, Notices of Rejection, Notices of Violation, and Notices of Proposed Action for non-compliant shipments.

3. Citrus Transporters
Includes transporters of commercial ACP host fruit.

a. Compliance Agreement Issuance
- i. Initial visit to issue and explain the terms of the compliance agreement and exhibits, and regulatory requirements.
- ii. Assigning a compliance agreement number, countersigning the agreement, and sending a copy to ACPCompliance@cdfa.ca.gov.

b. **Regulatory and Records Inspections**
   i. Regulatory inspections and records review to verify quarantine compliance.
   ii. Issuing Hold Notices, Notices of Rejection, Notices of Violation, and Notices of Proposed Action for non-compliant shipments.
   iii. Placing, servicing, relocating, and submitting yellow panel traps.

4. **Citrus Fruit Sellers**
   Includes sellers, distributors, and market vendors of ACP host fruit.

   a. **Compliance Agreement Issuance**
      i. Initial visit to issue and explain the terms of the compliance agreement and exhibits, and regulatory requirements.
      ii. Assigning a compliance agreement number, countersigning the agreement, and sending a copy to ACPCompliance@cdfa.ca.gov.
   b. **Regulatory and Records Inspections**
      i. Regulatory inspections to ensure compliance with safeguarding performance standards and records review to verify quarantine compliance.
      ii. Issuing Hold Notices, Notices of Rejection, Notices of Violation, and Notices of Proposed Action for non-compliant shipments.

5. **Citrus Harvesters/Farm Labor Contractors**
   Includes harvesters and farm labor contractors harvesting ACP host fruit.

   a. **Compliance Agreement Issuance**
      i. Initial visit to issue and explain the terms of the compliance agreement and exhibits, and regulatory requirements.
      ii. Assigning a compliance agreement number, countersigning the agreement, and sending a copy to ACPCompliance@cdfa.ca.gov.
   b. **Regulatory and Records Inspections**
      i. Regulatory inspections to ensure compliance with safeguarding performance standards and records review to verify quarantine compliance.
      ii. Issuing Hold Notices, Notices of Rejection, Notices of Violation, and Notices of Proposed Action for non-compliant shipments.

6. **Dump and Disposal**
   Personnel hours associated with the disposal of confiscated bulk citrus related material.

7. **Regulatory Trace-Back Activities**
   Regulatory trace-back and trace-forward activities when required. Trace-back and trace-forward activities may occur at any regulated establishment.

8. **Program Environmental Impact Report**
   Ensure that all activities are performed following CDFA's management practices and any necessary mitigation measures as required and consistent

with CDFA's Program Environmental Impact Report (PEIR).

B. Other Activities:

1. **Meetings**
   Personnel hours associated with attendance at and participation in conference calls and meetings regarding ACP/HLB quarantine response and regulatory enforcement.

2. **Administrative Support**
   Personnel hours associated with administrative activities such as maintaining and recording received ACP-Free Declaration forms, HLB Pest Risk Mitigation forms, data entry, or invoicing for ACP/HLB quarantine response and regulatory enforcement.

3. **Reporting**
   Personnel hours associated with entering compliance agreement information into spreadsheets, completing the ACP Regulatory Monthly Activity Report, and reporting any other requested data. Use of ACP Program forms for reporting and inspections is required. Forms will be provided to all counties. Forms created by the County will **not be** accepted and incomplete forms will be returned.

II. Non-Personnel

A. Dump and Disposal: Only dump and disposal fees related to administering and conducting quarantine and regulatory enforcement activities associated with the ACP Program will be reimbursed. Dump fees include the landfill cost for disposal with special handling (deep burial with immediate cover). Disposal fees include, but are not limited to, bags for safeguarding confiscated material enroute to the dump for disposal.

B. Supplies: In accordance with 2 C.F.R. § 200.94 (http://www.ecfr.gov), supplies are considered articles having a useful life of less than one year. Onlysupplies directly related to administering and conducting quarantine and regulatory enforcement activities associated with the ACP Program will be reimbursed. Examples of supplies include materials from a general supply or stockroom, fabricated parts, paper, stationery, general office goods, ink and toner cartridges, and organization tools.

C. Equipment: In accordance with 2 C.F.R. § 200.33 (http://www.ecfr.gov), equipment is considered articles having a useful life of more than one year. Only equipment directly related to administering and conducting quarantine and regulatory enforcement activities associated with the ACP Program will be reimbursed. Articles with a unit cost of $5,000 or more must have prior approval for reimbursement. Examples of equipment include microscopes, spectrometers, office equipment, office furnishings, modular offices, telephonenetworks, information technology equipment and systems, air conditioning equipment,

reproduction and printing equipment, and motor vehicles.

All records substantiating that the supplies and equipment are used for the ACP Program must be maintained by the county.

D. **Vehicle Mileage:** The mileage reimbursement rate used on the monthly invoice must be the same as the rate in the Work Plan. If the federal mileage reimbursement rate (http://www.irs.gov) fluctuates during the agreement period, counties must submit invoices for the current federal rate.

Substantiation of Vehicle Mileage Costs: Counties must maintain a single vehicle log per vehicle, and all mileage must be recorded daily with an indication of which program the vehicle was used for and the name of the driver. Vehicle logs must be submitted if requested.

III. **Reporting/Invoicing:** Personnel hours associated with the compilation, submittal, and maintenance of the following:

A. **ACP Regulatory Monthly Activity Report:** The County must submit an ACP Regulatory Monthly Activity Report utilizing the template provided to report all authorized ACP/HLB quarantine response and regulatory enforcement activities. Monthly activity reports must be submitted with the monthly invoice to Keith Okasaki (Keith.Okasaki@cdfa.ca.gov) and **no later than 30 days** after the end of the coinciding reporting period. Questions about the reporting can be directed to Keith at the email listed above or by calling (916) 704-5464.

B. **Invoicing/Reimbursement:** The County must submit a monthly itemized invoice using the provided template (Appendix A) on county letterhead to CDFA **no later than 30 days** after the end of the coinciding reporting period. Completed official ACP Program forms must be submitted with or prior to invoicing. Invoices will not be processed without current and completed ACP Program forms.

1. **Allowable Costs:** All invoiced expenses must fall within the parameters of this Scope of Work and must be directly related to administering and conducting ACP/HLB quarantine response and regulatory enforcement activities.

2. **ACP Regulatory Monthly Activity Report Required for Reimbursement:** Invoices will not be paid until the ACP Regulatory Monthly Activity Report for the invoicing period has been submitted by the County and verified by CDFA. Personnel hours on the activity report must match the hours on the invoice.

3. **Hourly Rate(s) on Invoices:** Invoices must reflect the actual hourly rates (salary and benefits) for each personnel classification listed on the Work Plan that conducted ACP/HLB quarantine response and regulatory enforcement activities.

4. **Personnel on Invoice Must Match Work Plan:** Invoices must reflect work performed by personnel classifications listed on the Work Plan.

5. **Documentation:** Documentation (including purchase receipts) for expense reimbursement must be retained by the County and shall be made available upon request for audit purposes.

6. **Substantiation of Costs:** All personnel salary costs must be properly tracked or allocated to the cooperative agreement in accordance with the Office of Management and Budget (OMB) requirements and Federal Cost Principles. Personnel costs must be able to be traced back to original documents detailing the account to which personnel hours are billed. In addition, all invoiced personnel costs must match the work plan.

   If the County plans to seek reimbursement for vehicle mileage, the documentation for mileage reimbursement must be tracked separately from all other programs and documentation must be available to support the reimbursement. In addition, all invoiced vehicle costs must match the work plan. Mileage rates used on invoices must be the same as contained in the work plan. CDFA will notify counties of new rates (current rate $0.725) if the federal mileage rate changes during the term of the agreement.

   All other expenses (travel, supplies, communications, etc.) for which the County will seek reimbursement under the cooperative agreement must be directly related to the cost of administering and conducting the program, and documentation must be available to support the reimbursement. In addition, all invoiced expenses must match the work plan.

   The following citations are requirements outlined in OMB Circulars and Federal Cost Principles applicable to your agency/organization.

   State, Local and Indian Tribal Governments:
   - 2 C.F.R. § 200 (http://www.ecfr.gov), Uniform administrative requirements, cost principles, and audit requirement for federal awards.
   - 2 C.F.R. § 225 (http://www.ecfr.gov), Cost Principles (formerly OMB Circular A-87), see Cost Allocation Plans and Attachment B, 8. Compensation for personal services, h. Support of Salaries and wages.

7. **Submission of Monthly Invoice:** Invoices with the ACP Regulatory Monthly Activity Report must be emailed to Keith Okasaki at Keith.Okasaki@cdfa.ca.gov. Contact Keith with any questions regarding invoicing or reimbursement by email or by calling (916) 704-5464.

Asian Citrus Psyllid Program, Citrus Commodities (Regulatory)
Guidelines and Work Plan Instructions
October 1, 2026 – September 30, 2027

Each county is to complete the Work Plan based on the individual county's needs and enforcement priorities. The list of regulated establishments to assist in determining workload and enforcement priorities is available here: https://www.cdfa.ca.gov/citrus/pests_diseases/acp/docs/ACPBulkCitrusRegulatedEstablishments.pdf

Guidelines: Regulatory and records inspections at regulated establishments are the highest priority. Compliance agreement issuance is a lower priority. If regional quarantine zones are modified and commercial channels change, county personnel shall prioritize inspection activities as appropriate to meet changing needs.

Instructions: Complete an Asian citrus psyllid (ACP) regulatory Work Plan by following the instructions below. The Work Plan should represent the number of staff, hours, and resources required to fully regulate citrus commodity establishments.

I. Personnel Activities

A. Quarantine Enforcement Activities:

1. **Citrus Growers: Includes all commercial growers of ACP host fruit.**
   a. Compliance Agreement Issuance
      - Reimbursable activities include an initial visit to issue and explain terms of compliance agreement and exhibits, regulatory requirements, assigning a compliance agreement number and countersigning to execute the agreement, and sending a copy of the agreement to the California Department of Food and Agriculture (CDFA).
      - The number of hours per visit includes commute time to the grower.

   b. Regulatory and Records Inspections
      - Reimbursable activities include regulatory inspections, records review, receiving and approving grower-submitted ACP-Free Declaration forms and Huanglongbing (HLB) Pest Risk Mitigation forms, and issuing Hold Notices, Notices of Rejection, Notices of Violation, or Notices of Proposed Action for non-compliance.
      - The number of hours per visit includes commute time to the grower.

2. **Citrus Packers/Juice Plants/Processors**
   a. Compliance Agreement Issuance
      - Reimbursable activities include an initial visit to issue and explain terms of compliance agreement and exhibits, regulatory requirements, assigning a compliance agreement number and countersigning to execute the agreement, and sending a copy of

the agreement to CDFA.
- The number of hours per visit includes commute time to the packer/processor.

b. Regulatory and Records Inspections
- Reimbursable activities include regulatory inspections, records review, citrus shipment inspections, collecting and submitting samples, placing, servicing, and submitting yellow panel traps if requested by CDFA, and issuing Hold Notices, Notices of Rejection, Notices of Violation, or Notices of Proposed Action for non-compliance.
- The number of hours per visit includes commute time to the packer/processor.

3. Citrus Transporters

a. Compliance Agreement Issuance
- Reimbursable activities include an initial visit to issue and explain terms of compliance agreement and exhibits, regulatory requirements, assigning a compliance agreement number and countersigning to execute the agreement, and sending a copy of the agreement to CDFA.
- The county in which the transporter headquarters operates shall be responsible for issuing a compliance agreement.
- The number of hours per visit includes commute time to the transporter headquarters.

b. Regulatory and Records Inspections
- Reimbursable activities include regulatory inspections, records review, and issuing Hold Notices, Notices of Rejection, Notices of Violation, or Notices of Proposed Action for non-compliant shipments.
- The number of hours per visit includes commute time to the transporter headquarters.

4. Citrus Fruit Sellers

a. Compliance Agreement Issuance
- Reimbursable activities include an initial visit to issue and explain terms of compliance agreement and exhibits, regulatory requirements, assigning a compliance agreement number and countersigning to execute the agreement, and sending a copy of the agreement to CDFA.
- The number of hours per visit includes commute time to the fruit seller.

b. Regulatory and Records Inspections
- Reimbursable activities include regulatory inspections, records review, and issuing Hold Notices, Notices of Rejection, Notices of Violation, or Notices of Proposed Action for non-compliance.
- The number of hours per visit includes commute time to the fruit seller.

5. **Citrus Harvester/Farm Labor Contractors**
   a. Compliance Agreement Issuance
      - Reimbursable activities include an initial visit to issue and explain terms of compliance agreement and exhibits, regulatory requirements, assigning a compliance agreement number and countersigning to execute the agreement, and sending a copy of the agreement to CDFA.
      - The number of hours per visit includes commute time to the site(s) at which harvesters/farm labor contractors are operating.

   b. Regulatory and Records Inspections
      - Reimbursable activities include regulatory inspections, records review, and issuing Hold Notices, Notices of Rejection, Notices of Violation, or Notices of Proposed Action for non-compliance.
      - The number of hours per visit includes commute time to the harvester/farm labor contractor or site(s) at which they are operating.

6. **Dump and Disposal**
   Reimbursable activities include personnel hours associated with the disposal of confiscated bulk citrus related material.

7. **Regulatory Trace-Back and Trace-Forward Activities**
   Reimbursable activities include regulatory trace-back and trace-forward activities at any applicable regulated establishment.

B. Other Activities:

1. **Meetings**
   Reimbursable activities include personnel hours associated with attendance at and participation in conference calls and meetings regarding ACP/HLB quarantine response and regulatory enforcement.

2. **Administrative Support**
   Reimbursable activities include personnel hours associated with administrative activities such as maintaining and recording received ACP-Free Declaration forms and HLB Pest Risk Mitigation forms, data entry, or invoicing for ACP/HLB quarantine response and regulatory enforcement.

3. **Reporting**
   Reimbursable activities include personnel hours associated with completion of the ACP Regulatory Monthly Activity Report, entering newly issued or updated compliance agreement information, and any other data entry required. Use of official ACP Program forms for inspections and reporting is required. Forms created by the County will **not be** accepted. Submission of County created forms will result in non-payment of invoice. Completed official ACP Program forms must be submitted prior to or with invoicing. **Incomplete forms will be**

returned.

Personnel Costs

- Individual salaries, rather than weighted averages, must be used to determine the work plan dollar amount using the Cost Per Hour Worksheet.
- The dollar figure entered on the Work Plan for Personnel Costs must match the Total Cost dollar figure on the Cost Per Hour Worksheet.

Overhead (Indirect Costs)

Overhead percentage for *Personnel Costs* (must not exceed 25% of *Personnel Costs*).

II. Non-Personnel – Operating Expenses:

A. Dump and Disposal:

Reimbursable activities include the cost for disposing of confiscated ACP host material at a dump with special handling, which includes deep burial with immediate cover.

B. Supplies/Equipment:

Reimbursable items include ACP/HLB regulatory supply and equipment costs which may include shipping supplies, sampling kit needs, etc.

C. Mileage:

Reimbursable activities include mileage driven to conduct quarantine enforcement activities. Mileage will automatically calculate at 72.5 cents per mile, or the current federal rate.

Asian Citrus Psyllid
Regulatory Monthly Activity Report

County:		Month:		Year:	

Activity	Number	Hours
Citrus Growers		
Compliance Agreement Issued		
Regulatory Inspection		
Hold Notice Issued		
Notice of Violation (NOV) Issued		
Notice of Proposed Action (NOPA) Issued		
Citrus Transporters		
Compliance Agreement Issued		
Regulatory Inspection		
Hold Notice Issued		
Notice of Rejection (NOR) Issued		
NOV Issued		
NOPA Issued		
Citrus Packers/Juice Plants/Processors		
Compliance Agreement Issued		
Regulatory Inspection		
Hold Notice Issued		
NOR Issued		
NOV Issued		
NOPA Issued		
Citrus Fruit Sellers		
Compliance Agreement Issued		
Regulatory Inspection		
Hold Notice Issued		
NOV Issued		
NOPA Issued		
Citrus Harvesters/Farm Labor Contractors		
Compliance Agreement Issued		
Regulatory Inspection		
Hold Notice Issued		
NOR Issued		
NOV Issued		
NOPA Issued		
Trace Activities		
Trace-Back/Trace-Forward Conducted		
Miscellaneous		
Meetings		
Admin Support		
Reporting		
Mileage		0.00
	Total Hours	0

January 12, 2026

Appendix A - Invoice Template

(County Letterhead)

California Department of Food and Agriculture
Attn: Keith Okasaki
keith.okasaki@cdfa.ca.gov

Asian Citrus Psyllid Program, Citrus Commodities (Regulatory)
Agreement #
October 1, 2026 - September 30, 2027
Invoice for Period from [Month, Date, Year]

Personnel Services

Name and Classification	Hours	Hourly Rate	Total Salaries
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
	0.00	$0.00	$0.00
Total Hours:	0.00	Total Salaries:	$0.00

Total Personnel Services:	$0.00
Indirect (up to 25% of Personnel Services):	$0.00
Total Personnel Costs:	$0.00

Operating Expenses

Dump and Disposal	$0.00
Supplies	$0.00
Equipment	$0.00
Total Operating Expenses:	$0.00

Vehicle Usage	**Miles**	**Rate**	
Vehicle Mileage	0.00	0.725	$0.00
		Total Mileage Cost:	$0.00

Total Operating Expenses	$0.00
Grand Total:	$0.00

Agreement Amount	$0.00
Billed to Date	$0.00
Balance	$0.00

Asian Citrus Psyllid Program, Citrus Commodities (Regulatory)
Work Plan FY 2026/2027
October 1, 2026 through September 30, 2027

County: San Bernardino
Date: April 29, 2027

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CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

		Number of Facilities Requiring Activities	Estimated Visits/Year/Facility	Estimated Hours per Visit	Total Estimated Hours
I. Personnel					
A(1) Citrus Growers					
	a. Compliance Agreement Issuance	6	1	1	6
	b. Regulatory and Records Inspections	315	0.1	1	31.5
A(2) Citrus Packers/Juice Plants/Processors					
	a. Compliance Agreement Issuance	0	0	0	0
	b. Regulatory and Records Inspections	0	0	0	0
A(3) Citrus Transporters					
	a. Compliance Agreement Issuance	4	1	1	4
	b. Regulatory and Records Inspections	31	0.25	1	7.75
A(4) Citrus Fruit Sellers					
	a. Compliance Agreement Issuance	4	1	1	4
	b. Regulatory and Records Inspections	15	1	0.5	7.5
A(5) Citrus Harvesters/Farm Labor Contractors					
	a. Compliance Agreement Issuance	0	0	0	0
	b. Regulatory and Records Inspections	8	1.5	1	12
A(6) Dump and Disposal					
	Dump and Disposal of Confiscated Quarantine Material			0	0
A(7) Regulatory Trace Activities					
	Trace-Back and Trace-Forward Activities	0	0	0	0
B. Other Activities					
	1. Meetings				12
	2. Administrative Support				6
	3. Reporting				12
				***Total Hours:**	102.75

Personnel					
**Personnel Costs:					$6,804.24
Overhead (Indirect Costs) ---- Enter county overhead percentage, do not to exceed 25%				25%	$1,701.06
				Total Personnel Costs (Personnel Costs + Overhead):	$8,505.30
II. Non-Personnel - Operating Expenses					
A. Dump and Disposal					$0.00
B. Supplies					$200.00
C. Equipment					$200.00
				Total Operating Expenses:	$400.00
Vehicle Mileage					
Vehicle Mileage	Enter Estimated Miles:	300	Rate Per Mile:	$0.725	$217.50
				TOTAL COST:	**$9,122.80**

The Cost Per Hour Worksheet must be submitted with the Workplan.

***Total Hours must match the total "Estimated Hours to be Worked" on the Cost Per Hour Worksheet.**
****Personnel Costs must match the total "Total Cost" on the Cost Per Hour Worksheet.**

Asian Citrus Psyllid Program, Citrus Commodities (Regulatory)

Work Plan FY 2026/2027

October 1, 2026 through September 30, 2027

County: San Bernardino

CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

Title	Hourly Wage	Hourly Benefit Amount	Total Hourly Rate	Estimated Hours to be Worked	Total Cost
Agricultural / Standards Officer	$44.44	$19.27	$63.71	40	$2,548.40
Agricultural / Standards Officer	$37.32	$18.04	$55.36	4	$221.44
Agricultural / Standards Officer	$38.38	$11.70	$50.08	4	$200.32
Agricultural / Standards Officer	$38.41	$18.29	$56.70	4	$226.80
Agricultural / Standards Officer	$44.44	$19.27	$63.71	25.75	$1,640.53
Deputy Agricultural / Standards Officer	$54.02	$24.65	$78.67	25	$1,966.75
			*Total:	102.75	$6,804.24

***Total "Estimated Hours to Be Worked" MUST match the "Total Hours" on the Work Plan.**

Asian Citrus Psyllid Program, Citrus Commodities (Regulatory)
Work Plan Summary FY 2026/2027
October 1, 2026 through September 30, 2027

County: San Bernardino
Agreement Manager: Brady Gergovich

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CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

Expenses	Description		Total	
Personnel Costs for Regulatory Activities	Compliance Agreement Isuance, Regulatory Inspections, Trace-Back/Trace-Forward Activities, Data Entry, and Attend Meetings.	**Total Activity Hours:**	102.75	**$6,804.24**
Overhead Costs	Indirect Costs (Not to exceed 25% of Total Personnel Costs)	**Overhead Percentage:**	25%	**$1,701.06**
Miscellaneous Costs	All supply/equipment costs exceeding $5,000.00 must be accompanied by an itemized list of items to be purchased.	**Itemized Supply List Required (Y/N):**	N	**$400.00**
Vehicles Mileage	Mileage rate must be $0.725, or current federal rate (http://www.irs.gov).	**Estimated Miles:**	300	**$217.50**
		Rate Per Mile:	0.725	
		TOTAL COST:		**$9,122.80**