

Board Members

Joe Neves, District 1
Richard Valle, District 2
Doug Verboon, District 3 - Chairman
Rusty Robinson, District 4 – Vice-Chairman
Robert Thayer, District 5



Staff

Kyria Martinez, County Administrative Officer
Laurie Avedisian-Favini, Interim County Counsel
Catherine Venturella, Clerk of the Board

Board of Supervisors

Regular Meeting Agenda

Date: Tuesday, January 28, 2025
Time: 9:00 a.m.
Place: BOARD of SUPERVISORS CHAMBERS, Kings County Government Center
1400 W. Lacey Boulevard, Hanford, California 93230

☎ (559) 852-2362 ❖ bosquestions@co.kings.ca.us ❖ www.countyofkingsca.gov

The meeting can be attended on the Internet by clicking this link:

<https://countyofkings.webex.com/countyofkings/j.php?MTID=m0ed39194d38667b23cbea4763d34fe6f>

or by sending an email to bosquestions@co.kings.ca.us on the morning of the meeting for an automated email response with the WebEx meeting link information. Members of the public attending via WebEx will have the opportunity to provide public comment during the meeting. Remote WebEx participation for members of the public is provided for convenience only. If the WebEx connection malfunctions or becomes unavailable for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access. *WebEx will be available for access and the Board Chambers will be open at 8:50 a.m.*

Members of the public who wish to view/observe the meeting virtually can do so on the internet at:

www.countyofkingsca.gov and click on the "Join Meeting" button or by clicking this link:

https://youtube.com/live/tY_b_TxQYA?feature=share

****Members of the public viewing the meeting through YouTube will not have the ability to provide public comment.**

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether it is on the agenda for the Board's consideration or action, and those comments may become part of the administrative record of the meeting. Comments will not be read into the record, only the names of those who have submitted comments will be read. Written comments should be directed to bosquestions@co.kings.ca.us email by 8:00 a.m. on the morning of the noticed meeting to be included in the record. Those comments received after 8:00 a.m. may become part of the record of the next meeting. E-mail is not monitored during the meeting. To submit comments by U.S. Mail, send to: Kings County Board of Supervisors, Attn: Clerk of the Board of Supervisors, County of Kings, 1400 W. Lacey Blvd., Hanford, CA 93230.

- I. 9:00 AM **CALL TO ORDER**
ROLL CALL – Clerk of the Board
INVOCATION – Pastor Tyler Jones – Koinonia Church
PLEDGE OF ALLEGIANCE



II. UNSCHEDULED APPEARANCES

Any person may directly address the Board at this time on any item on the agenda, or on any other item of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.

III. APPROVAL OF MINUTES

- A. Report out of Closed Session from the regular meeting for January 14, 2025.
- B. Approval of the minutes from the regular meeting for January 14, 2025.

IV. CONSENT CALENDAR

A. Agriculture Department:

- 1. Consider approving the cooperative Agreement with the California Department of Food and Agriculture for the County's Exotic Pest Detection Program retroactively effective from July 1, 2024 through June 30, 2025.
- 2. Consider approving the cooperative Agreement with the California Department of Food and Agriculture for the County's Asian Citrus Psyllid Detection Program retroactively effective October 1, 2024 through September 30, 2025.

B. Public Health Department:

- 1. a. Consider authorizing the acceptance of a sponsorship from Kaiser Foundation Hospitals for the Kings County Women, Infants and Children program;
- b. Adopt the budget change. **(4/5 vote required)**
- 2. a. Consider approving the rollover funds from Fiscal Year 2023-2024, Public Health Emergency Preparedness in Budget Unit 416000 – Health Services;
- b. Approve the rollover funds from Fiscal Year 2023-2024, Hospital Preparedness Program in Budget Unit 416000 – Health Services;
- c. Adopt the budget change. **(4/5 vote required)**

3. Administration:

- 1. Consider approving the Agreement with Vanir Construction Management Incorporated for construction management services retroactively effective from August 1, 2024 through January 31, 2025.

V. REGULAR CALENDAR

1. District Attorney – Sarah Hacker

- 1. Consider adopting a Resolution proclaiming the month of January 2025 as National Slavery and Human Trafficking Awareness Month in Kings County.



VI. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, Board Members may make a brief announcement or a brief report on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Govt. Code Section 54954.2a).

- ◆ Board Correspondence
- ◆ Upcoming Events
- ◆ Information on Future Agenda Items

VII. CLOSED SESSION

- ◆ **Personnel Matter:**
[Govt. Code Section 54957]
Public Employee Evaluation – Director of child Support Services
- ◆ **Personnel Matter:**
[Govt. Code Section 54957]
Public Employee Appointment – Fire Chief
- ◆ **Litigation initiated formally: Title:**
Smith v. County of Kings, et al. **Case No.: 23C0037**
[Govt. Code Section 54956.9 (d)(1)]

VIII. ADJOURNMENT

The next regularly scheduled meeting will be held on Tuesday, February 4, 2025, at 9:00 a.m.

IX. 11:00 AM CALIFORNIA PUBLIC FINANCE AUTHORITY REGULAR MEETING

X. 11:00 AM CALIFORNIA COMMUNITY HOUSING AGENCY MEETING

FUTURE MEETINGS AND EVENTS

February 4	9:00 AM	Regular Meeting
February 11	--	Regular Meeting Canceled due to World Ag Expo
February 18	--	Regular Meeting Canceled due to President’s Day on February 17, 2025
February 25	9:00 AM	Regular Meeting
March 4	--	Regular Meeting Canceled - Board Members participating in National Association of Counties Legislative Conference
March 11	9:00 AM	Regular Meeting

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board of Supervisors office at (559) 852-2362 by 9:00 a.m. on the Monday prior to this meeting.

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<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>

Board Members

Joe Neves, District 1
Richard Valle, District 2
Doug Verboon, District 3 - Chairman
Rusty Robinson, District 4 – Vice-Chairman
Robert Thayer, District 5



Staff

Kyria Martinez, County Administrative Officer
Laurie Avedisian-Favini, Interim County Counsel
Catherine Venturella, Clerk of the Board

Board of Supervisors Regular Meeting Action Summary

Date: Tuesday, January 14, 2025
Time: 9:00 a.m.
Place: BOARD of SUPERVISORS CHAMBERS, Kings County Government Center
1400 W. Lacey Boulevard, Hanford, California 93230

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- I. 9:00 AM **CALL TO ORDER**
ROLL CALL – Clerk of the Board
INVOCATION – Robert Thayer, District 5 Supervisor
PLEDGE OF ALLEGIANCE
ALL MEMBERS PRESENT



II. UNSCHEDULED APPEARANCES

Any person may directly address the Board at this time on any item on the agenda, or on any other item of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.

Dr. Lisa Lewis, Behavioral Health Director, thanked Administration and Human Resources staff for their assistance with the promotion of Christi Lupkes to Deputy Behavioral Health Director and provided an update on the Care Court facility, available units available here in Kings County, and Senate bill and bridge housing information.

Christi Lupkes, Deputy Behavioral Health Director, thanked the Board for the opportunity to allow her to continue to develop her career in Kings County. She provided the Board with updates on the call center and mobile crisis unit, which launched December 31, 2024 and thanked the County for promoting the programs and handed out information on the programs, she also provided an update on the Good Samaritan Hospital and funding application status and process.

Rebecca Bell, Kings County resident, thanked the Fire Department for their assistance with the current fires in Los Angeles. She also expressed her concerns due to fleeing during the current fire crisis and had questions on consumer investigations and protections for victims.

III. APPROVAL OF MINUTES

A. Report out of Closed Session from the regular meeting for January 7, 2025.

REPORT OUT: Mary F. Lerner, Interim County Counsel stated that the Board took no reportable action in closed session at their January 7, 2025, meeting.

B. Approval of the minutes from the regular meeting for January 7, 2025.

ACTION: APPROVED AS AMENDED (JN, RR, RV, RT, DV - Aye)

IV. CONSENT CALENDAR

A. Human Resources:

1. Consider approving the retitled and revised job specifications and update position allocations for the Supervisors Unit effective December 23, 2024 as indicated in Table A.

B. Public Health Department:

1. Consider approving an Agreement with California State University, Fresno Foundation for staff training effective February 1, 2025 through September 30, 2026. **[AGMT 25-003]**

3. Public Works Department:

1. Consider approving the Joint Use Agreement with Southern California Gas Company and the California High Speed Rail Authority. **[AGMT 25-004]**

4. Sheriff's Office:

1. a. Consider adopting the Resolution authorizing participation in the Alcoholic Beverage Control Office of Traffic Safety Grant Program;
b. Authorize the Sheriff to sign the grant Agreement with the Department of Alcoholic Beverage Control for the Traffic Safety Grant Program retroactively effective from October 1, 2024 through August 31, 2025;
c. Adopt the budget change. **(4/5 vote required) [RESO 25-001] [AGMT 25-005]**

5. Administration:



1. Consider rejecting the Claim for Damages filed by The Law Office of Kevin B. Kalajian, Inc., on behalf of Valentine Rangel Jr., Valentine Rangel Sr., and Genevive Rangel.
2. Consider rejecting the Claim for Damages filed by Tanihya Blanchard.
3. Consider adopting a Resolution approving the financing and the issuance of up to \$130,000,000 in qualified 501(c)(3) bonds for a rental senior living community by the California Public Finance Authority for ISF Ativo Holdings LLC. **[RESO 25-002]**

ACTION: APPROVED AS PRESENTED (JN, RR, RV, RT, DV - Aye)

V.

REGULAR CALENDAR

1. Administration – Kyria Martinez

Chemical Waste Management – Bob Henry

1. Consider accepting the quarterly report from Chemical Waste Management.

ACTION: APPROVED AS PRESENTED (JN, RR, RV, RT, DV – Aye)

2. Administration – Kyria Martinez

1. Consider approving the 2025 Board and Committee Assignments.

ACTION: APPROVED AS PRESENTED (RR, RT, RV, RT, DV - Aye)

VI.

BOARD MEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, Board Members may make a brief announcement or a brief report on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Govt. Code Section 54954.2a).

Supervisor Robinson stated he attended a Kings/Tulare Area Agency on Aging meeting at the Lindsay Seniors Center, attended a meeting with the Sons of Liberty group, and stated his college roommate's house burned down in Los Angeles and stated that he is sending prayers to all the people in Los Angeles. He stated he has been in communication with Samir Sheik, San Joaquin Valley Air Pollution Control Board Director regarding the affects of the fires on our local air quality here in the valley and was told it should not have any effect.

Supervisor Valle expressed his thanks to Jose Ramirez, Former Olympian boxer, for coming to Corcoran to perform his swearing in ceremony and stated that it was a beautiful ceremony.

Supervisor Thayer stated he attended the swearing in ceremony in Corcoran for Supervisor Valle, attended a zoom meeting with the state and federal lobbyist regarding the County's legislative platform, met with Human Services Director, Wendy Osikafo regarding the Triangle Courtyard Project, attended a meeting with Kyria Martinez, County Administrative Officer, attended a meeting with the Kings/Tulare Area Agency on Aging Director before attending a Kings/Tulare Area Agency on Aging meeting in Lindsay at the Senior Center.

Supervisor Neves stated that he has been signing water well permits, attended the Central Valley Chapter moving and storage meeting at the Tachi Palace and continues to announce basketball at Lemoore College.

Supervisor Verboon stated he attended the Rural County Representatives of California meeting last week in Sacramento, while he was in Sacramento he spent time meeting with Alexandra Macedo, California State Assemblymember along with Dennis Townsend, Board of Supervisors with Tulare County. He also stated that Kings County was granted \$54 million for rural broadband from Golden State Connect to assist with fiber in Hanford, Avenal and Kettleman City.

- ◆ **Board Correspondence: Kyria Martinez stated the Board received correspondence dated December 19, 2024, from the Board of State and Community Corrections regarding a Corrective**



Action Plan Verification of Compliance for Kings County Juvenile Hall; received correspondence dated December 16, 2024, from the Board of State and Community Corrections regarding a 2023-2024 Comprehensive Inspection of the Kings County Sheriff's Office Detention Facility; received correspondence from the Board of State and Community Corrections dated December 9, 2024 regarding the 2023-2024 Targeted Inspection of the Kings County Sheriff's Office Detentions Facility; received correspondence from Chemical Waste Management dated January 10, 2025 regarding Public Notice of its intent to modify a Hazardous Waste Permit; received correspondence from Tulare Kings Hispanic Chamber of Commerce on January 6, 2025 regarding an invitation to the Annual Awards Ceremony which will take place on January 17, 2025, and the following correspondence and reports were received from the Kings County Director of Finance: The Kings County Monthly Fund Balance Report for November 2024, the Kings County Treasurer's Report of Cash and Investments for November 2024, the Kings County Investment Pool Portfolio Management Summary for November 2024, and the Kings County Investment Pool Transaction Activity Report for December 2024.

- ◆ Upcoming Events: Kyria Martinez stated that Kings County Behavioral Health will host its Veteran's Support Group tonight, Tuesday, January 14, 2025, from 5:30 p.m. – 7:30 p.m. at the Veteran's Memorial Hall in Hanford; Kings County Behavioral Health will host is Mental Health Family Member Support Group next Tuesday, January 21, 2025, from 5:30 p.m. – 7:30 p.m. at the Kings Building here on campus; the Kings County Library will host its Family Craft Time next Thursday, January 23, 2025, from 3:30 p.m. – 4:30 p.m. at the Corcoran Branch Library.
- ◆ Information on Future Agenda Items: Kyria Martinez stated the following agenda items will be on the January 28, 2025 meeting: Administration – Public Safety Realignment Post Release Community Supervision 2024 Plan, and Capital Project Management Services Agreement; Agriculture Department – Cooperative Agreement with the California Department of Food & Agriculture for Pest Detection, and a Cooperative Agreement amendment #1 regarding the Asian Citrus Psyllid Detection Program; District Attorney's Office –Resolution proclaiming January 2025 National Slavery and Human Trafficking Awareness Month; Public Health Department – Kaiser Foundation Hospitals Sponsorship for Kings County Women, Infants & Children Program, rollover of Public Health Emergency Preparedness Grant Funding, and an Agreement with Dellavalle Laboratory Inc. for Wastewater Collection; Human Resources – Contract amendment #2 with Massachusetts Mutual Life Insurance Company.

VII.

CLOSED SESSION

- ◆ Personnel Matter:
[Govt. Code Section 54957]
Public Employee Evaluation – Interim County Counsel
- ◆ Significant exposure to litigation: (1 Case)
[Govt. Code Section 54956.9 (d)(2)(e)(2)]
Threat of litigation regarding Kings County Juvenile Center
- ◆ ~~Litigation initiated formally: (1 Case)
[Govt. Code Section 54956.9 (d)(1)]
Title: Southern California Edison Company v. State Board of Equalization, et al., Orange County Superior Court Case No.: 30-2024-01403215-CU-MC-CXC~~

ITEM
PULLED



VIII. ADJOURNMENT

The regular meeting for Tuesday, January 21, 2025 is canceled due to the Martin Luther King Jr. Holiday on January 20, 2025.

The next regularly scheduled meeting will be held on Tuesday, January 28, 2025, at 9:00 a.m.

IX. 11:00 AM CALIFORNIA PUBLIC FINANCE AUTHORITY REGULAR MEETING

FUTURE MEETINGS AND EVENTS

January 21	9:00 AM	Regular Meeting Canceled due to the Martin Luther King Jr. Holiday on January 20, 2025
January 28	9:00 AM	Regular Meeting
February 4	9:00 AM	Regular Meeting
February 11	--	Regular Meeting Canceled due to World Ag Expo
February 18	--	Regular Meeting Canceled due to President's Day on February 17, 2025
February 25	9:00 AM	Regular Meeting

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COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM January 28, 2025

SUBMITTED BY: Agriculture Department – Jimmy Hook/Lynda Schrupf

SUBJECT: AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE FOR THE COUNTY’S EXOTIC PEST DETECTION TRAPPING PROGRAM

SUMMARY:

Overview:

The Agricultural Commissioner-Sealer contracts with the California Department of Food and Agriculture (CDFA) for detection trapping of exotic insects. This agreement will continue the County’s current Pest Detection Program (Agreement Number 24-0132-015-SF), which expired June 30, 2024.

Recommendation:

Approve the cooperative agreement with the California Department of Food and Agriculture for the County’s Exotic Pest Detection Program retroactively effective from July 1, 2024 through June 30, 2025.

Fiscal Impact:

Revenues of \$94,654 for this program are included in the Fiscal Year 2024-25 Adopted Budget in Budget Until 260000.

BACKGROUND:

The Agricultural Commissioner deploys and services insect traps according to State procedures established by this agreement to protect agriculture and the public from the introduction of exotic insects. This program provides the second line of defense against exotic pests through early detection before they become widely established. Through early detection, the likelihood of these pests becoming established in the state is lessened. Therefore, the cost and environmental impact of eradication is minimized. This agreement is retroactive because of a delay with CDFA.

This agreement has been reviewed and approved by County Counsel as to form.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

APPROVAL OF RESOLUTION CREATING A CARE COURT DEFENSE FEE SCHEDULE

December 17, 2024

Page 2 of 2

THE ATTACHMENT IS ON FILE WITH THE CLERK OF THE BOARD AND CAN BE LOCATED ON OUR WEBSITE AT:

<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM January 28, 2025

SUBMITTED BY: Agriculture Department – Jimmy Hook/Lynda Schrupf

SUBJECT: COOPERATIVE AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE FOR THE COUNTY’S ASIAN CITRUS PSYLLID DETECTION PROGRAM

SUMMARY:

Overview:

The Agricultural Commissioner–Sealer provides services in cooperation with the California Department of Food and Agriculture (CDFA) for early detection and trapping in urban areas of Kings County for the Asian Citrus Psyllid. This is an amendment to an already approved agreement and continues the County’s Asian Citrus Psyllid Detection Program until September 20, 2025.

Recommendation:

Approve the cooperative agreement with the California Department of Food and Agriculture for the County’s Asian Citrus Psyllid Detection Program retroactively effective October 1, 2024 through September 30, 2025.

Fiscal Impact:

This agreement was originally approved for \$101,940 and this amendment results in a decrease of \$10,273 for a new total not to exceed \$91,667. Revenues of \$91,667 for this program were included in the Fiscal Year 2024-2025 Adopted Budget, in Budget Unit 260000.

BACKGROUND:

The Agricultural Commissioner deploys and services insect traps according to State protocols established by this agreement to protect Kings County agriculture and the public from the introduction of the Asian Citrus Psyllid, a vector of Huanglongbing, also known as HLB or citrus greening disease, a devastating disease of citrus trees. This amendment provides a decrease to the agreement by \$10,273 for a new total not to exceed \$91,667. The decrease in funds is required by CDFA due to CDFA program budget reduction requirements.

This agreement has been reviewed and approved by County Counsel as to form.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

**AMENDED COOPERATIVE AGREEMENT
SIGNATURE PAGE**

AGREEMENT NUMBER **24-0236-004-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 KINGS

2. The term of this Agreement is: October 1, 2024 through September 30, 2025

3. The maximum amount of this Agreement is: \$91,667.00

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 decrease the Agreement by \$10,273.00 for a new total not to exceed \$91,667.00.

Sections of the Budget for the decreased amount are hereby amended. Attached is the amended Scope of Work and Budget (22 Pages) that replaces the one in the original Agreement and is incorporated into the Agreement effective October 1, 2024.

The decrease in funds is required due to Program FY 24/25 and FY 25/26 budget reduction requirements.

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 KINGS

BY (*Authorized Signature*)

DATE SIGNED



PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

680 N Campus Drive, Suite B, Hanford, CA 93230-3556

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

SCOPE OF WORK

AGREEMENT SPECIFICATIONS FOR STATE-COUNTY ASIAN CITRUS PSYLLID DETECTION TRAPPING

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) Trapping Guidelines FY 2024-2025 (ACPTG). The current version of the ACPTG is provided along with this Agreement and the ITG. The ITG is available from the Citrus Division District Manager or online at https://www.cdfa.ca.gov/plant/PDEP/Insect_Trapping_Guide/.
- D. Provide annual training programs for county trapping supervisors.
- E. Provide annual training to county trappers and follow up training, as needed, including training on CDFA's management practices and any necessary mitigations.
- F. Conduct quality control (QC) inspections of the county trapping program via field work inspections and county office visits.

Section 2

The County Agricultural Commissioner shall:

- A. Hire and train personnel.
- B. Provide and maintain trapping vehicles.
- C. Purchase supplies necessary to conduct field activities including permanent markers, paper clips, etc.
- D. Procure shipping supplies including boxes and packing tape.
- E. Ensure that supervisors attend training provided by the CDFA State Entomologist, Dr. Beucke (Kyle.Beucke@cdfa.ca.gov) or the Citrus Pest and Disease Prevention Division.

- F. Ensure that all trapping activities conform to the current version of the ITG and the ACPTG, 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 ACPTG, the Scope of Work and ACPTG shall supersede the ITG.
- G. Place and service the specified number traps as indicated on the Trapping Hours/Year Worksheet (THYW) (Form 66-223). The number of active traps must not exceed the number of traps indicated in the THYW, unless otherwise agreed to by the Citrus Division District Manager. If an agreement amendment is needed to modify the THYW, contact the Citrus Division District Manager. Barring any unique circumstances, modifications may be made up to 90 days prior to the expiration of the agreement.
- H. Trap placements:
1. Year-round trapping: Ensure traps are placed by the beginning of the season start date of October 1, 2024. Remove traps at the last servicing for the season so that all traps have been removed by the end of the season, September 30, 2025. Traps may be left in place if those trap sites are going to be used in the following ACP detection agreement period.
 2. Winter trapping: ensure traps are placed in October 2024 prior to the beginning of the season (November 1, 2024). Remove traps at the last servicing for the season so that all traps have been removed by April 30, 2025.
- I. Ensure that not more than one trap is placed per sub-grid or quint for general detection and not more than two per sub-grid for delimitation trapping.
- J. 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 named alphabetically (A – UW) and rows numerically (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 sub-grid, trap type, and an intra-quint or intra-sub-grid 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, sub-grid 18, trap type is ACP, and it is designated as number “1” ACP trap within that sub-grid.

2. Ensure that the unique trap number is written correctly 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 **both** non-adhesive sides of the trap when placing.

K. 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 digits after the decimal points (e.g., 34.423301, -119.825056). Record GPS reading on the trap map card. New GPS points must be recorded for traps when they are relocated or rotated.

L. Ensure that all ACP detection traps are serviced monthly, and all delimitation traps are serviced either weekly or monthly dependent on situation (see ACPTG for guidance), from October 1, 2024 through September 30, 2025, unless determined otherwise by the Citrus Division District Manager.

M. Ensure that all traps removed from the field are sent to CDFA for screening. The word "Delimitation" must appear on the outside of the shipping box for traps removed from an ACP delimitation grid. The Citrus Division District Manager will provide guidance regarding which of the below facilities traps should be sent.

CDFA Screening Facility
7401 W. Sunnyview Avenue, Ste A
Visalia, CA 93291 OR
Attention: Mark Reis
Phone: 916-217-4715

CDFA Screening Facility
2710 Gateway Oaks Drive, Suite 210-S
Sacramento, CA 95833
Attention: Nilan Watmore
Phone: 916-274-6300

N. Participate in new delimitation activities if requested to do so by CDFA.

O. Ensure that all activities are performed following CDFA's management practices and any necessary mitigation measures as required and consistent with CDFA's Checklist. A partially completed Attachment 1 – CDFA Checklist (Checklist) template is included with this Agreement and is available from the Citrus Division District Manager. 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 county project coordinator and emailed to the Citrus Division Data Analysis and Visualization Unit at CDFA_DL_CPDPD_DAVU@cdfa.ca.gov.

P. Maintain a Daily Trapping Summary (DTS) (Form 60-210), or equivalent record, for each trapper. This form must be completed daily, signed by the trapper who performed the work and submitted to the trapping supervisor. At minimum, the record must specify the trapper's name, date, county, route/book, and number of traps placed, removed, serviced, relocated (if applicable), and total number of traps in service. Any alternate record keeping format used in lieu of the DTS form must be

agreed to by the Citrus Division District Manager or designee. The records must be available for immediate review by the Citrus Division District Manager or designee conducting the QC inspection. All DTS forms, or equivalent records, must be kept on file, for review by the CDFA Audits Office, for three years. The DTS form is available from the Citrus Division District Manager.

- Q. Complete the Monthly Detection Activity Report (MDAR) form, or equivalent documentation as agreed to by the Citrus Division District Manager, documenting all traps deployed, added, removed, and serviced during the month. Equivalent documentation may include, for example, a pest detection report generated through CalTrap. Any reporting format used in lieu of the MDAR must be agreed to by the Citrus Division District Manager or designee. A servicing is an inspection of the trap for the presence of the target pest. Relocations are considered a trap servicing. Do not count trap relocations as “removed” and then “placed.” A copy of this form must accompany the monthly invoice. The MDAR form is available from the Citrus Division District Manager.
- R. 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.
- S. 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.
- T. Maintain county wall maps with numbered square mile grids based upon the state trapping grid (STG), depicting the density of all currently deployed traps.
- U. Allow state detection personnel and/or federal officers to perform QC inspections on all ACP trap lines with a 48-hour notice.
- V. 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.
- W. Submit suspect ACP samples to the Plant Pest Diagnostics Center in Sacramento, California via the most expeditious method, no later than 24-hours after the initial identification. Notify the Citrus Division District Manager of suspect ACP submitted to the laboratory. See **Submitting Specimens for Identification** in the ACPTG.

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

- X. Be fully reimbursed for trapping not in conjunction with other detection activity (i.e., stand-alone).
- Y. 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 piggybacked traps.

Submit invoices along with the Monthly Detection Activity Report Form, or equivalent documentation, no later than (30 calendar days) past the end of the month in which the invoiced activity occurred by e-mail to the Citrus Division County Contracts Coordinator, ThuyVy (Vy) Truong (Thuyvy.Truong@cdfa.ca.gov) and the designated Senior Environmental Scientist Supervisor as indicated below. Reimbursement will not occur unless the trapping Monthly Detection Activity Report Form, or equivalent documentation, is submitted with the invoice.

Counties	Supervisory Environmental Scientist
Fresno, Merced	Lauren Murphy (Lauren.Murphy@cdfa.ca.gov)
Kern, Kings, Tulare	Fabian Velasco (Fabian.Velasco@cdfa.ca.gov)
Monterey, San Luis Obispo	Deborah Ayala (Deborah.Ayala@cdfa.ca.gov)
San Joaquin, Stanislaus, Placer	Zachary McCormack (Zachary.McCormack@cdfa.ca.gov)

Counties	Supervisory Environmental Scientist
Alameda, Contra Costa, San Mateo Santa Cruz, Lake, Napa, Solano, Sonoma	Ravneet Behla (Ravneet.Behla@cdfa.ca.gov)
Butte, Colusa, El Dorado, Glenn, Sacramento, Sutter, Tehama	Zachary McCormack (Zachary.McCormack@cdfa.ca.gov)

1. 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.
2. 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). Reimbursable items also include supplies procured to support field activities. Such items must be itemized as "Field Activity Supplies." Any expenditure that is not listed in the Financial Plan is considered unauthorized and cannot be reimbursed.
3. 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 pest 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, or equivalent documentation. Invoices received without this documentation will not be paid.
 - j. Vehicle expenses. The following information must be included in the invoice: 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 or rental rate for the vehicle.
4. 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 one through three above.
 5. 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.
 6. 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.
 7. Payment will be made monthly, in arrears, upon receipt of the Monthly Detection Activity Report Form, or equivalent documentation, and approval of the invoice.
 8. Please note that CDFA cannot reimburse for more than the total Agreement amount.

ASIAN CITRUS PSYLLID TRAPPING GUIDELINES FY 2024-25

1. Trapping Season
 - a. Year-round Asian citrus psyllid (ACP) detection trapping occurs from October 1 through September 30.
 - b. Winter ACP detection trapping occurs from November 1 through April 30.

2. 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. Conduct delimitation trapping on any type of property with hosts (includes commercial agriculture).
 - c. Conduct commercial trapping in commercial citrus groves only.
 - d. 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 Citrus Division District Manager prior to placement of these traps for approval.
 - e. Locations should be stand-alone (i.e., not piggybacked), unless otherwise agreed upon with the Citrus Division District Manager.

3. 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 placed at five to 16 traps per square mile.
 - i. Counties with citrus production in excess of 10,000 acres must place a maximum of 16 traps per square mile in host trees only. Each trapping grid must be divided into 16 subgrids using a four-by-four grid layer.
 - ii. Counties with citrus production between 1,000 and 9,999 acres must place a maximum of nine traps per square mile in host trees only. Each trapping grid must be divided into nine subgrids using a three-by-three grid layer.
 - iii. Counties with citrus production less than 999 acres must place a maximum of five traps per square mile in host trees only. Each trapping grid must be divided into five subgrids using a quint grid layer.
 - b. Delimitation traps placed at 50 traps per square mile in four-square miles centered on the detection location (i.e., one-mile radius from detection location).
 - c. Commercial traps placed at one trap per 40 acres.

4. Inspection Frequency (see item 13 below for screening procedure).
 - a. Detection Survey – inspect and remove traps monthly for screening.
 - b. Delimitation Survey – 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.
 - c. Commercial Survey – inspect and remove traps every two weeks for screening.
5. Trap - The trap consists of three parts: a yellow panel trap, trap hanger, and paperclip.
6. Attractant - The yellow color is a visual attractant. The trap does not contain a lure or an insecticide.
7. 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.**
8. 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 **both** interior non-adhesive sides of the trap body. It is easiest to do this before the trap is opened for deployment.
9. 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 Jackson trap hanger through the holes in the top end of the trap (see ITG, page ACP-2).
10. Trap Placement and GPS
 - a. Follow the parameters for ACP trap placement in the ITG.
 - b. All sites trapped must have Global Positioning System (GPS) coordinates recorded using North American Datum of 1983 (NAD83) in decimal degrees to 6 digits after the 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 coordinates of the host on the trap map card. New GPS coordinates must be recorded when traps are relocated or rotated.
11. Trap Relocation for Year-Round Detection Program
 - a. Relocations should provide for moving the trap evenly throughout its assigned area, with a minimum relocation distance of 500 feet. Note: relocation is not

required for counties that conduct ACP detection only during the winter season (November 1 through April 30).

- b. When relocating, always use a new trap. Submit all removed traps to a qualified county screener or a CDFA screening facility (see item 13 below for screening procedure). Record the GPS coordinates of the new site on the trap card.
 - i. Detection Survey – Relocate traps every eight weeks, adhering to a minimum relocation distance of 500 feet, per the ITG.
 - ii. Delimitation Survey – Relocate in consultation with the Citrus Division District Manager.
 - iii. Commercial Trapping – Do not relocate the trap unless the tree is removed or maintaining the regular servicing interval is compromised.

12. 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).

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

- a. CDFA maintains screening facilities in Sacramento and Visalia, California for screening (addresses are below). Shipment costs for sending traps will be reimbursed by CDFA.
- b. Boxes sent to a screening facility 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. Screening facility addresses and contact information:

CDFA Screening Facility
7401 W. Sunnyview Avenue, Ste A
Visalia, CA 93291
Attention: Mark Reis
Phone: 916-217-4715

CDFA Screening Facility
2710 Gateway Oaks Drive, Suite 210-S
Sacramento, CA 95833
Attention: Nilan Watmore
Phone: 916-274-6300

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

14. 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 county office for supervisory inspection. Before leaving the site, replace the old trap with a new one.
- b. Immediately contact the 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.
- d. If the suspect ACP 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. Mailing address to submit specimens:

Plant Pest Diagnostics Center
3294 Meadowview Road
Sacramento, CA 95832

- f. 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.
- g. Notify the Citrus Division District Manager and the State Entomologist, Dr. Beucke at Kyle.Beucke@cdfa.ca.gov prior to sending the suspect specimens, so they can notify the PPDC that specimen are on the way. Include the e-PDR number in this communication.

Attachment 1 - Tiering Strategy Checklist

Start Date:	
Project Leader:	
Description of Activity:	
Activity Surroundings (Residential, agriculture, mixed use, other regulated entities):	

Part A

	Response	Justification/Rationale
Is the proposed activity under CDFA's discretion?		
Is the activity described in the PEIR?		(If the Response is "Partially" or "No" skip to Part C)

Part B

		Check Applicable Requirements
General Requirements		
Conduct activity as described in Chapters 2 and 3 of PEIR		
Include applicable PEIR requirements in Compliance Agreements with regulated entities, based on the activities the regulated entities may conduct in response to quarantine		
Activity Site Specific Review		
Database	Date Reviewed	Mitigation If Any
California Natural Diversity Database		
303(d) List of Impaired Waters		
EnviroStor Hazardous Site		

	Check Applicable Requirements
Management Practices	
MP-SPRAY-1: Conduct a Site Assessment	
MP-SPRAY-2: Properly clean and calibrate all equipment to apply chemicals uniformly and in the correct quantities	
MP-SPRAY-3: Follow pesticide application laws and regulations, and label directions	
MP-SPRAY-4: Apply chemicals only under favorable weather conditions	
MP-SPRAY-5: Follow integrated pest management and drift reduction techniques	
MP-SPRAY-6: Clean equipment and dispose of rinse water per label directions	
MP-SPRAY-7: Follow appropriate product storage procedures	
MP-AERIAL-1: Use appropriate aerial spray treatment procedures	
MP-GROUND-1: Follow appropriate ground-rig foliar treatment procedures	
MP-GROUND-2: Follow appropriate low-pressure backpack treatment procedures	
MP-GROUND-3: Train personnel in proper use of pesticides	
MP-GROUND-4: Enforce runoff and drift prevention	
MP-HAZ-1: Implement a Spill Contingency Plan	
MP-HAZ-2: Use safety and cleanup materials checklist	
MP-HAZ-3: Implement decontamination	
MP-HAZ-4: Follow appropriate disposal procedures	
Mitigation Measures	
Mitigation Measure BIO-CHEM-2: CDFA will obtain technical assistance from USFWS, CDFW and NMFS to identify site-specific buffers and other measures to protect habitats utilized by special-status species	
Mitigation Measure HAZ-GEN-4a: Determine Potential for Hazardous Materials Exposure	
Mitigation Measure HAZ-GEN-4b: Conduct a Hazardous Materials Records Search before Beginning Proposed Program Activities at a Given Site	
Mitigation Measure HAZ-GEN-4c: Stop work and implement hazardous materials investigations/ remediation for contamination health risks	
Mitigation Measure HAZ-CHEM-1a: Conduct Public Information Sessions Regarding Pesticide Safety Practices	
Mitigation Measure HAZ-CHEM-1b: Conduct Training Sessions and Prepare Educational Materials Regarding Safe Handling and Application of Pesticides	
Mitigation Measure HAZ-CHEM-3: Require Compliance with the Proposed Program’s Authorized Chemical Application Scenarios	
Mitigation Measure NOISE-PHYS-1: Conduct Activities during the Daytime	
Mitigation Measure WQ-CHEM-2: Track Emerging Water Quality Standards and Implement Additional Mitigation as Appropriate	
Mitigation Measure WQ-CHEM-5: Require Implementation of Proposed Program MPs as Part of Compliance Agreements	
Mitigation Measure WQ-CUM-1: Identify whether Proposed Program Pesticide Applications May Occur in Proximity to Impaired Waterbodies, and Implement Appropriate MPs	

Part C

	Y/N	Justification/Rationale
Step 1		
Is the Activity substantially similar to that considered in the PEIR?		(If yes go to Step 2, if no move to the next question)
If a management practice that was not included in the PEIR is being considered, would it be equivalent or more effective to the management practice originally considered in the PEIR?		(If yes go to Step 2, if no move to the next question)
If a mitigation measure that was not included in the PEIR is being considered, would it be equivalent or more effective to the mitigation measure originally considered in the PEIR?		(If yes go to Step 2, if no move to the next question)
Would the activity result in potentially significant impacts which were not considered in the PEIR, not considered to be significant in the PEIR, or would be substantially more significant than disclosed in the PEIR?		(If yes go to Step 3, if no go to Step 2)
Step 2		Attach supporting documentation for determination, and CEQA Addendum, as applicable
Step 3		Attach tiered CEQA document, and identify additional requirements from that document

Confirmation of Implementation (following completion of activity)	
Project Leader Name:	
Signature*:	
End Date:	

*This signature confirms that all applicable requirements identified on this checklist and related documentation has been properly implemented.

County	Month/Year

Activity	Number
Yellow Panel Traps - Detection	
Placed	traps
Serviced	traps
Relocated	traps
Removed	traps
Total of Detection traps in Operation	traps
Detection Trapping Hours	hrs
Yellow Panel Traps - Grove Trapping	
Placed	traps
Serviced	traps
Relocated	traps
Removed	traps
Total Grove Traps in Operation	traps
Grove Trapping Hours	hrs
Yellow Panel Traps - Delimitation	
Placed	traps
Serviced	traps
Relocated	traps
Removed	traps
Total Delimitation Traps in Operation	traps
Delimitation Trapping Hours	hrs
Reported hours	
Trapping hours	hrs
Administrative Support	hrs
Reporting	hrs
Public Outreach and Contact	hrs
Training Staff hours	hrs
Total Reported Hours	hrs

Trap Commitment Number	traps
Total Miles Driven	mi
Total Traps in Operation	traps
Total Month Hours	hrs

Servicings per Year Table

	Weekly	Bi-weekly	1x / month
1 mo	4.33	2.17	1.00
2 mo	8.67	4.33	2.00
3 mo	13.00	6.50	3.00
4 mo	17.33	8.67	4.00
5 mo	21.67	10.83	5.00
6 mo	26.00	13.00	6.00
7 mo	30.33	15.17	7.00
8 mo	34.67	17.33	8.00
9 mo	39.00	19.50	9.00
10 mo	43.33	21.67	10.00
11 mo	47.67	23.83	11.00
12 mo	52.00	26.00	12.00

Formula: Number of months divided by twelve (= fraction of year), multiplied by the number of weeks in a year, divided by the servicing interval (i.e., $52/2 =$ biweekly servicing).

For example: 8-month/biweekly = $8/12 = .66 * 52 = 34.66/2 = 17.33$.

California Department of Food and Agriculture

Agreement Name: ACP Detection Agreement

Agreement Number:

County:

Submit Invoice to: ThuyVy Truong (ThuyVy.Truong@cdfa.ca.gov) and fabian.velasco@cdfa.ca.gov

Invoice Number:

Billing Period:

Submittal Date:

Remit Payment to: [Insert County Address]

Asian Citrus Psyllid Detection Program

Agreement Number:

October 1, 2024 - Sept. 30, 2025

Invoice for Period from [Month, Date, Year]

Personnel Services

Employee Name and Classification	Hours	Rate	Benefits	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	\$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:	<u>0.00</u>		Total Salaries:	<u>\$0.00</u>
				<u>\$0.00</u>
				<u>\$0.00</u>
				<u>\$0.00</u>

Operating Expenses

Supplies		\$0.00
Subcontractor		\$0.00
Other Items of Expense		\$0.00
Total Operating Expenses:		<u>\$0.00</u>

Vehicle Usage

	Miles	Rate	
Vehicle Mileage	0.00	0.670	\$0.00
Total Mileage Cost:			<u>\$0.00</u>

Total Operating Expenses

Grand Total:

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

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

October 2024 - June 2025 (9-months)

A. PERSONNEL

1. STAFF - Detection Trappers

	<u>Employee Name</u>	<u>Classification</u>	HOURS/ DAY	TOTAL WORK DAYS	HOURS
1	Ag & Standards Inspector	Ag & Standards Inspector	8.00	55.00	440.00
2	Ag & Standards Aide	Ag & Standards Aide	8.00	66.50	532.00
3			0.00	0.00	0.00
4			0.00	0.00	0.00
5			0.00	0.00	0.00
6			0.00	0.00	0.00
7			0.00	0.00	0.00
8			0.00	0.00	0.00
9			0.00	0.00	0.00
10			0.00	0.00	0.00
11			0.00	0.00	0.00
12			0.00	0.00	0.00
13			0.00	0.00	0.00
14			0.00	0.00	0.00
15			0.00	0.00	0.00
Subtotal:					972.00

2. SALARIES - Detection Trappers

		HOURLY RATE w/o BENEFITS	HOURS	SALARY
1	Ag & Standards Inspector	\$39.12	440.00	\$17,213.00
2	Ag & Standards Aide	\$23.32	532.00	\$12,406.00
3		\$0.00	0.00	\$0.00
4		\$0.00	0.00	\$0.00
5		\$0.00	0.00	\$0.00
6		\$0.00	0.00	\$0.00
7		\$0.00	0.00	\$0.00
8		\$0.00	0.00	\$0.00
9		\$0.00	0.00	\$0.00
10		\$0.00	0.00	\$0.00
11		\$0.00	0.00	\$0.00
12		\$0.00	0.00	\$0.00
13		\$0.00	0.00	\$0.00
14		\$0.00	0.00	\$0.00
15		\$0.00	0.00	\$0.00
Subtotal:				\$29,619.00

3. BENEFITS - Detection Trappers

		BENEFIT RATE (%)	SALARY	BENEFIT COST
1	Ag & Standards Inspector	40.0000%	\$17,213.00	\$6,885.00
2	Ag & Standards Aide	40.0000%	\$12,406.00	\$4,962.00
3		0.0000%	\$0.00	\$0.00
4		0.0000%	\$0.00	\$0.00
5		0.0000%	\$0.00	\$0.00
6		0.0000%	\$0.00	\$0.00
7		0.0000%	\$0.00	\$0.00
8		0.0000%	\$0.00	\$0.00
9		0.0000%	\$0.00	\$0.00
10		0.0000%	\$0.00	\$0.00
11		0.0000%	\$0.00	\$0.00
12		0.0000%	\$0.00	\$0.00
13		0.0000%	\$0.00	\$0.00
14		0.0000%	\$0.00	\$0.00
15		0.0000%	\$0.00	\$0.00
Subtotal:				\$11,847.00

DETECTION STAFF SUBTOTAL: \$41,466.00

4. STAFF - Non-Detection

	<u>Employee Name</u>	<u>Classification</u>	HOURS/ DAY	TOTAL WORK DAYS	HOURS
1			0.00	0.00	0.00
2			0.00	0.00	0.00
3			0.00	0.00	0.00
4			0.00	0.00	0.00
5			0.00	0.00	0.00
6			0.00	0.00	0.00
7			0.00	0.00	0.00
8			0.00	0.00	0.00
9			0.00	0.00	0.00
10			0.00	0.00	0.00
Subtotal:					0.00

5. SALARIES - Non-Detection Staff

		HOURLY RATE w/o BENEFITS	HOURS	SALARY
1	Clerical	\$30.19	45.00	\$1,359.00
2		\$0.00	0.00	\$0.00
3	Deputy Ag Commissioner/Sealer	\$50.18	36.00	\$1,806.00
4		\$0.00	0.00	\$0.00
5		\$0.00	0.00	\$0.00
6		\$0.00	0.00	\$0.00

7
8
9
10

\$0.00	0.00	\$0.00
\$0.00	0.00	\$0.00
\$0.00	0.00	\$0.00
\$0.00	0.00	\$0.00
Subtotal:		\$3,165.00

6. BENEFITS - Non-Detection Staff

1 Clerical
2
3 Deputy Ag Commissioner/Sealer
4
5
6
7
8
9
10

	BENEFIT RATE (%)	SALARY	BENEFIT COST
1	40.0000%	\$1,359.00	\$544.00
2	0.0000%	\$0.00	\$0.00
3	40.0000%	\$1,806.00	\$722.00
4	0.0000%	\$0.00	\$0.00
5	0.0000%	\$0.00	\$0.00
6	0.0000%	\$0.00	\$0.00
7	0.0000%	\$0.00	\$0.00
8	0.0000%	\$0.00	\$0.00
9	0.0000%	\$0.00	\$0.00
10	0.0000%	\$0.00	\$0.00
Subtotal:			\$1,266.00

NON-DETECTION STAFF SUBTOTAL: \$4,431.00

25.00 % Overhead (Not to exceed 25%)

	SALARIES	BENEFITS	OVERHEAD COST
	\$32,784.00	\$13,113.00	\$11,474.00
TOTAL PERSONNEL COST :			\$57,371.00

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

Description
1 Office Supplies
2 Trapping Supplies
3
4

	COST
1	\$100.00
2	\$194.00
3	\$0.00
4	\$0.00
TOTAL SUPPLY COST: \$294.00	

C. SUBCONTRACTOR TITLE
1
2
3
4

	HOURLY RATE	HOURS	COST
1			\$0.00
2			\$0.00
3			\$0.00
4			\$0.00
TOTAL SUBCONTRACTOR COST:			\$0.00

D. VEHICLE OPERATIONS

COUNTY VEHICLES	NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST	
1.00	9.00	2100.00	\$0.670	\$12,663.00	
STATE VEHICLES					
STATE VEHICLES	NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST	
0.00	0.00	0.00	\$0.670	\$0.00	
NO. OF LEASED VEHICLES					
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	\$0.670	\$0.00
VEHICLE COST TOTAL:				\$12,663.00	

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

Description
1
2
3
4

	COST
1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00
TOTAL SUPPLY COST: \$0.00	

* 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.

FY 2024-25 (9 months) ACP Trapping Cost:	\$70,328.00
FY 2024-25 (3 months) ACP Trapping Cost:	\$21,339.00
FY 2024-25 ACP Trapping Total Cost:	\$91,667.00

COMMENTS:

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

July 2025 - September 2025 (3-months)

A. PERSONNEL

1. STAFF - Detection Trappers

	<u>Employee Name</u>	<u>Classification</u>	HOURS/ DAY	TOTAL WORK DAYS	HOURS
1	Ag & Standards Inspector	Ag & Standards Inspector	8.00	9.50	76.00
2	Ag & Standards Aide	Ag & Standards Aide	8.00	31.00	248.00
3			0.00	0.00	0.00
4			0.00	0.00	0.00
5			0.00	0.00	0.00
6			0.00	0.00	0.00
7			0.00	0.00	0.00
8			0.00	0.00	0.00
9			0.00	0.00	0.00
10			0.00	0.00	0.00
11			0.00	0.00	0.00
12			0.00	0.00	0.00
13			0.00	0.00	0.00
14			0.00	0.00	0.00
15			0.00	0.00	0.00
Subtotal:					324.00

2. SALARIES - Detection Trappers

		HOURLY RATE w/o BENEFITS	HOURS	SALARY
1	Ag & Standards Inspector	\$39.12	76.00	\$2,973.00
2	Ag & Standards Aide	\$23.32	248.00	\$5,783.00
3		\$0.00	0.00	\$0.00
4		\$0.00	0.00	\$0.00
5		\$0.00	0.00	\$0.00
6		\$0.00	0.00	\$0.00
7		\$0.00	0.00	\$0.00
8		\$0.00	0.00	\$0.00
9		\$0.00	0.00	\$0.00
10		\$0.00	0.00	\$0.00
11		\$0.00	0.00	\$0.00
12		\$0.00	0.00	\$0.00
13		\$0.00	0.00	\$0.00
14		\$0.00	0.00	\$0.00
15		\$0.00	0.00	\$0.00
Subtotal:				\$8,756.00

3. BENEFITS - Detection Trappers

		BENEFIT RATE (%)	SALARY	BENEFIT COST
1	Ag & Standards Inspector	40.0000%	\$2,973.00	\$1,189.00
2	Ag & Standards Aide	40.0000%	\$5,783.00	\$2,313.00
3		0.0000%	\$0.00	\$0.00
4		0.0000%	\$0.00	\$0.00
5		0.0000%	\$0.00	\$0.00
6		0.0000%	\$0.00	\$0.00
7		0.0000%	\$0.00	\$0.00
8		0.0000%	\$0.00	\$0.00
9		0.0000%	\$0.00	\$0.00
10		0.0000%	\$0.00	\$0.00
11		0.0000%	\$0.00	\$0.00
12		0.0000%	\$0.00	\$0.00
13		0.0000%	\$0.00	\$0.00
14		0.0000%	\$0.00	\$0.00
15		0.0000%	\$0.00	\$0.00
Subtotal:				\$3,502.00

DETECTION STAFF SUBTOTAL: \$12,258.00

4. STAFF - Non-Detection

	<u>Employee Name</u>	<u>Classification</u>	HOURS/ DAY	TOTAL WORK DAYS	HOURS
1	Clerical	Clerical	5.00	3.00	15.00
2	Deputy Ag Commissioner/Sealer	Deputy Ag Commissioner/Sealer	4.00	4.00	16.00
3			0.00	0.00	0.00
4			0.00	0.00	0.00
5			0.00	0.00	0.00
6			0.00	0.00	0.00
7			0.00	0.00	0.00
8			0.00	0.00	0.00
9			0.00	0.00	0.00
10			0.00	0.00	0.00
Subtotal:					31.00

5. SALARIES - Non-Detection Staff

		HOURLY RATE w/o BENEFITS	HOURS	SALARY
1	Clerical	\$30.19	15.00	\$453.00
2	Deputy Ag Commissioner/Sealer	\$50.18	16.00	\$803.00
3		\$0.00	0.00	\$0.00
4		\$0.00	0.00	\$0.00
5		\$0.00	0.00	\$0.00
6		\$0.00	0.00	\$0.00

7
8
9
10

\$0.00	0.00	\$0.00
\$0.00	0.00	\$0.00
\$0.00	0.00	\$0.00
\$0.00	0.00	\$0.00
Subtotal:		\$1,256.00

6. BENEFITS - Non-Detection Staff

1	Clerical	Clerical
2	Deputy Ag Commissioner/Sealer	Deputy Ag Commissioner/Sealer
3		
4		
5		
6		
7		
8		
9		
10		

BENEFIT RATE (%)	SALARY	BENEFIT COST
40.0000%	\$453.00	\$181.00
40.0000%	\$803.00	\$321.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
0.0000%	\$0.00	\$0.00
Subtotal:		\$502.00

NON-DETECTION STAFF SUBTOTAL: \$1,758.00

25.00 % Overhead (Not to exceed 25%)

SALARIES	BENEFITS	OVERHEAD COST
\$10,012.00	\$4,004.00	\$3,504.00
TOTAL PERSONNEL COST :		\$17,520.00

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

Description	COST
1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00

TOTAL SUPPLY COST: \$0.00

C. SUBCONTRACTOR TITLE

HOURLY RATE	HOURS	COST
		\$0.00
		\$0.00
		\$0.00
		\$0.00

HOURLY RATE	HOURS	COST
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL SUBCONTRACTOR COST:		\$0.00

D. VEHICLE OPERATIONS

COUNTY VEHICLES	NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST	
1.00	3.00	1900.00	\$0.670	\$3,819.00	
STATE VEHICLES	NO. OF USAGE MONTHS	MILEAGE PER VEHICLE PER MONTH	COST PER MILE*	COST	
0.00	0.00	0.00	\$0.670	\$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	\$0.670	\$0.00
VEHICLE COST TOTAL:				\$3,819.00	

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

Description	COST
1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00

TOTAL SUPPLY COST: \$0.00

* 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.

FY 25-2026 (3 Months) ACP Trapping Cost: \$21,339.00

COMMENTS:



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM January 28, 2025

SUBMITTED BY: Department of Public Health – Rose Mary Rahn/Everardo Legaspi

SUBJECT: KAISER FOUNDATION HOSPITALS SPONSORSHIP FOR KINGS COUNTY
WOMEN, INFANTS AND CHILDREN PROGRAM

SUMMARY:

Overview:

The Kings County Department of Public Health Women, Infants and Children (WIC) program is requesting approval to accept a sponsorship from Kaiser Foundation Hospitals (KFH). These funds will be used to help with the cost of baby shower events that are held once every two months by WIC for participants who are expecting mothers.

Recommendation:

- a. Authorize the acceptance of a sponsorship from Kaiser Foundation Hospitals for the Kings County Women, Infants and Children program;
- b. Adopt the budget change. (4/5 vote required)

Fiscal Impact:

There will be no impact to the General Fund. The recommended action will increase Fiscal Year 2024-25 revenue and expenditure appropriations by \$4,000 in Budget Unit 414000—WIC Nutrition Program.

BACKGROUND:

Kaiser Permanente is one of the largest nonprofit health care organizations in the United States, known for providing integrated health services. Kaiser focuses its care for members by combining the skills and services of physicians, specialists, and care givers. Its extensive network of hospitals, medical groups, and physicians help deliver comprehensive care on a national level. On December 9, 2024, KFH agreed to help sponsor WIC’s baby showers held once every two months.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

KAISER FOUNDATION HOSPITALS SPONSORSHIP FOR KINGS COUNTY WOMEN, INFANTS AND CHILDREN PROGRAM

January 28, 2025

Page 2 of 2

This is a new sponsorship from KFH. The sponsorship would be used to purchase supplies for the events as well as incentives and prizes for the participants that would include car seats, strollers, nursing supplies, diapers, wipes, gift cards, and additional outreach materials. All participants will receive additional breastfeeding information.

The baby showers help address multiple WIC objectives, including increasing overall prenatal enrollment, improving the health outcomes of participating mothers and infants, and ensuring a safer environment for newborns born to attendees.

According to attendance data from calendar year 2023–24, enhanced incentives supported by sponsorships have already boosted prenatal enrollments at these events by 6%. With sustained sponsorship, more pregnant women are expected to participate, allowing an even greater number of families to benefit from these baby shower programs, and the services provided by WIC.

KINGS COUNTY
OFFICE OF THE AUDITOR-CONTROLLER
BUDGET APPROPRIATION AND TRANSFER FORM

Auditor Use Only	
Date	
J/E No.	
Page	of

(A) New Appropriation

Expenditures:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
General	WIC NUTRITION PROGRAM	SPECIAL DEPARTMENTAL		414000 /41410 0	92063	4,000
					TOTAL	4,000

Funding Sources:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
General	WIC NUTRITION PROGRAM	OTHER REVENUE		414000 /41410 0	88025	4,000
					TOTAL	4,000

(B) Budget Transfer:

Transfer From:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount to be Transferred Out
					TOTAL	

Transfer To:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount Transferred In
					TOTAL	

Explanation: Kings County Department of Public Health WIC received sponsorship from Kaiser Permanente (Kaiser Foundation Hospitals) in the amount of \$4,000.

Dept. of Finance Approval _____ Department Head Rose Mary Rahn
990E4008E21399DDE7E1F7CE2152D177 readySign

Administration Approval Veronica Mello Board Approval _____

BOS meeting date: _____



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM January 28, 2025

SUBMITTED BY: Department of Public Health – Rose Mary Rahn/Heather Campos

SUBJECT: ROLLOVER OF PUBLIC HEALTH EMERGENCY PREPAREDNESS GRANT FUNDING

SUMMARY:

Overview:

The Kings County Department of Public Health (KCDPH) has unspent funds from the Public Health Emergency Preparedness (PHEP) grant and the Hospital Preparedness Program (HPP) for Fiscal Year (FY) 2023-24. These balances have been authorized for rollover into the FY 2024-25 budget. KCDPH is requesting budget allocation increases to reflect the updated grant balances for FY 2024-25.

Recommendation:

- a. Approve the rollover funds from Fiscal Year 2023-24, Public Health Emergency Preparedness in Budget Unit 416000 – Health Services;
- b. Approve the rollover funds from Fiscal Year 2023-24, Hospital Preparedness Program in Budget Unit 416000 – Health Services;
- c. Adopt the budget change. (4/5 vote required)

Fiscal Impact:

There is no impact to the County General Fund. After finalizing and submitting all invoices for FY 2023-24 KCDPH reported an ending balance of \$94,279 for Public Health Emergency Preparedness Program and \$61,682 for the Hospital Preparedness Program. This was due to unfilled positions resulting in salary savings and unspent funding in equipment and supplies, rollover funding is being requested. The recommended actions will increase FY 2024-25 Budget Unit 416000—Public Health Services by \$155,961.

BACKGROUND:

On December 20, 2022, the Board approved the comprehensive five-year agreement (#22-221) with the California
(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

ROLLOVER OF PUBLIC HEALTH EMERGENCY PREPAREDNESS GRANT FUNDING

January 28, 2025

Page 2 of 2

Department of Public Health through 2026-27. At the end of each fiscal year any unspent funds for PHEP or HPP are allowed to be rolled over to use the following year. On December 2, 2024, KCDPH received notification from the State authorizing the rollover of remaining funds from FY 2023-24 into the FY 2024-25 budget. The extension cannot be used for forward planning activities which disallows the funds to be utilized for personnel. To align with the grant requirements the department will move funding into supplies,

equipment and software. The PHEP budget will include, but not be limited to, funding gasless generators, storage supplies, satellite radios, and an inventory system. The HPP budget will include, but not be limited to, a MoonBeam, an infections disease piece of equipment utilized for disinfection, two-way radios for the healthcare coalition, and rotation of supplies.

The PHEP grant aims to strengthen local health department readiness and capacity to effectively respond to a wide range of public health threats, including infectious disease outbreaks, natural disasters, and biological, chemical, and radiological incidents. PHEP funding supports preparedness activities that build adaptable, flexible public health departments equipped to manage emergencies.

The HPP grant enhances the preparedness of healthcare facilities and organizations for large-scale emergencies by fostering health care coalitions and coordinating training exercises. It ensures the availability of critical resources, communication systems, and trained personnel during emergencies. Kings County actively participates in the Central California Healthcare Coalition alongside Fresno, Tulare, and Madera counties.

Together, the PHEP and HPP grants play a vital role in bolstering KCDPH's emergency preparedness capabilities.

KINGS COUNTY
OFFICE OF THE AUDITOR-CONTROLLER
BUDGET APPROPRIATION AND TRANSFER FORM

Auditor Use Only	
Date	
J/E No.	
Page	of

(A) New Appropriation

Expenditures:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
General	Health – Public Health Services	PHEP – Special Departmental	100000	416000/407400	92063	94,279
General	Health – Public Health Services	HPP – Special Departmental	100000	416000/407600	92063	61,682
					TOTAL	155,961

Funding Sources:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
General	Health – Public Health Services	Fed Aid – PHEP	100000	416000/407400	86038	94,279
General	Health – Public Health Services	Fed Aid - HPP	100000	416000/407600	86039	61,682
					TOTAL	155,961

(B) Budget Transfer:

Transfer From:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount to be Transferred Out
					TOTAL	

Transfer To:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount Transferred In
					TOTAL	

Explanation: To authorize the carry forward budget balances of previously approved Public Health grants.

Public Health Emergency Preparedness (PHEP) 416000-407400 \$94,279
Hospital Preparedness Program (HPP) 416000-407600 \$61,682

Rose Mary Rahn

Dept. of Finance Approval _____ Department Head 990E4008E21399DDE7E1F7CE2152D177

Administration Approval Veronica Mello Board Approval _____

BOS meeting date: _____



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM January 28, 2025

SUBMITTED BY: Administration – Kyria Martinez/Veronica Mello
SUBJECT: CONSTRUCTION MANAGEMENT SERVICES AGREEMENT
SUMMARY:

Overview:

The Kings County Senate Bill (SB) 81 Juvenile Center remodel has been managed by Vanir throughout the course of construction. The project has been completed and is available for use and occupancy. There are existing repairs that are being performed, therefore continued monitoring of the SB 81 Juvenile Center Remodel is being requested.

Recommendation:

Approve the agreement with Vanir Construction Management Incorporated for construction management services retroactively effective from August 1, 2024 through January 31, 2025.

Fiscal Impact:

Services under this agreement will not exceed \$31,560, bringing the total services cost to date to \$907,975. This new agreement will be paid through Budget Unit 700003 – KC SB 81 Project using funds allocated for this project in the County’s Capital Outlay Fund.

BACKGROUND:

On June 30, 2015, the Board entered into Agreement 15-058 with Vanir for project and construction management services. The first Amendment Agreement, 15-058.1 was approved on July 2, 2019, to conduct construction cost estimation services in the amount of \$12,500. Then on July 27, 2021, the second Amendment Agreement, 15.058.2 was approved due to unexpected delays through the State’s review and approval process. The second Amendment Agreement expired on July 31, 2024, as it was anticipated that the SB-81 project would be completed at that time. However, during the summer of 2024 the County experienced delays with completing the project by

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

CONSTRUCTION MANAGEMENT SERVICES AGREEMENT

January 28, 2025

Page 2 of 3

its initial completion date, which was due to repairs needing to be made per the State Fire Marshal inspection reports. As the project was not completed and management of the project was still necessary, Vanir continued providing construction management services as staff worked through the agreement process. Therefore, it is requested to approve the retroactive agreement from August 1, 2024, through January 31, 2025.

The Project Manager worked part-time to assist the County in overseeing and managing the project. On the County's behalf, the Capital Project Manager provided frequent communication and instruction to various contractors working on the project. The role of the Capital Project Manager was to coordinate and manage, all aspects of the SB 81 project through completion. Capital project management services provided by Vanir are as follows:

Task #1 - Project Meetings: The construction manager conducted regular progress meetings with the contractor and major subcontractors to identify and resolve issues that may impact the progress of the project. Vanir recorded, transcribed and distributed minutes to all attendees, the County and all other appropriate parties.

Task #2 - Construction Observation: The construction manager observed the construction effort for the County and reported any deviations, defects or deficiencies that are observed in the work. Vanir worked with the contractor and the architect in the timely resolution of identified issues to minimize time and cost impacts.

Task #3 - Construction Progress review: On a monthly basis Vanir reviewed the progress of construction with the contractor, observe work in place, identify properly stored materials and evaluate the percentage complete of each construction activity as indicated in the construction schedule. This will serve as data for input to the monthly update report which was prepared and distributed to all appropriate parties. This report reflected the contractor's contractual progress and was the basis for the monthly progress payment to the contractor.

Task #4 - Monthly Construction Schedule Updates: Vanir prepared and distributed monthly construction schedule updates. After an evaluation of the actual progress as observed by Vanir, schedule activities were assigned percentage completion values in conjunction with the contractor's progress. A report was generated to reflect actual progress as compared to schedule progress noting variances. The report will also be the basis for determining implementation of certain County prerogatives concerning progress of the project should they be required.

Task #5 - Monthly Construction Payment review: Vanir prepared and distributed the monthly construction payment reports which will be an integral function of the monthly schedule report. This report will reflect the total construction contract price, contractor's payment to date, current payment requested, retainage and actual amounts owed for the current period. The final portion of this report will be a certificate of payment which will be executed by Vanir, the architect and the contractor and transmitted to the County for use in payment to the contractors.

Task #6 - Final Completion: Upon completion of all punch list corrective action, Vanir will make a final comprehensive review of the project and issue a report to the County indicating the work performed is acceptable under the contract and make recommendations as to final payment to the contractor and acceptance of the facility.

Agenda Item

CONSTRUCTION MANAGEMENT SERVICES AGREEMENT

January 28, 2025

Page 3 of 3

Vanir was selected in 2015 to provide project and construction management services for the SB 81 Juvenile Detentions Remodel Project under Agreement 15-058; therefore, a sole source justification was sought out and ultimately approved by the Purchasing Manager for this agreement.

This agreement has been reviewed and approved by County Counsel as to form and by Risk for compliance with safety and liability standards.

Agreement No. _____

**AGREEMENT BETWEEN THE COUNTY OF KINGS
VANIR CONSTRUCTION MANAGEMENT, INC.
FOR THE PROVISION OF CONSTRUCTION MANAGEMENT SERVICES**

THIS AGREEMENT is made and entered into on _____, 2025, by and between the County of Kings, a political subdivision of the State of California (“County”) and Vanir Construction Management, Inc. a California corporation (“Contractor”) (singularly a “Party,” collectively the “Parties”).

R E C I T A L S

WHEREAS, the County requires construction management services for the juvenile detention project;

WHEREAS, the County was under contract with Vanir from July 27, 2021, through July 31, 2024, and the County continues to require the above-described services;

WHEREAS, the County and Contractor desire to enter into a new agreement to complete the services; and

WHEREAS, Contractor is ready, willing, able, and qualified to perform such services.

NOW, THEREFORE, the Parties agree as follows:

1. SCOPE OF SERVICES

The County engages Contractor and Contractor shall do, perform, and carry out the services as set forth in **Exhibit A**.

2. RESPONSIBILITIES OF CONTRACTOR

Contractor possesses the requisite skills necessary to perform the work under this Agreement and the County relies upon such skills. Contractor shall, at all times utilizing its ability, experience, and talent, faithfully, industriously, and professionally perform the work set forth in **Exhibit A** to the County’s reasonable satisfaction. The County’s acceptance of Contractor’s work does not constitute a release of Contractor from its professional responsibility.

Contractor affirms that it possesses current valid appropriate licensure, including, but not limited to, driver’s license, professional license, certificate of tax-exempt status, or permits, as required to perform the work under this Agreement.

3. COMPENSATION

County shall pay Contractor for time and materials in accordance with **Exhibit B** not to exceed \$31,560.00. Contractor is not entitled to, nor will Contractor receive any additional consideration, compensation, or other remuneration.

Upon approval of County, County shall pay Contractor monthly in arrears, up to the maximum amount reflected in Section 4, within thirty (30) days of receipt of timely invoices. Contractor shall submit invoices to County describing the services rendered, to whom, the date(s) of service and the charges in a form approved by the County. Invoices must be documented in such reasonable detail as required by the County's Auditor to determine the funds were expended for the intended purposes. Contractor shall support its costs by properly executed payrolls, time records, attendance records, billing statements, contracts, detailed ledgers, vouchers, orders, or any other documents pertaining in whole or in part to this Agreement.

Should no funds or insufficient funds be appropriated for this Agreement, the County reserves the right to propose an amendment or unilaterally terminate this Agreement immediately.

4. TERM

This Agreement commences on August 1, 2024, and terminates on January 31, 2025, unless otherwise terminated in accordance with its terms. This Agreement is retroactive from August 1, 2024.

5. RECORDS AND INSPECTIONS

Contractor shall maintain full, complete, and accurate records with respect to all matters covered under this Agreement. Contractor shall: a) prepare all records in accordance with generally accepted accounting procedures; b) clearly identify and the records; c) keep said records readily accessible; and d) maintain the records for seven (7) years after the termination of this Agreement. County shall have free access during normal work hours to such records and the right to examine, inspect, copy, or audit them, at no cost to County.

6. AMENDMENTS

This Parties may modify this Agreement only by a written amendment signed by the Contractor and the County's Board of Supervisors ("Board") or other representative as authorized by the Board.

7. TERMINATION

The right to terminate this Agreement may be exercised without prejudice to any other right or remedy to which the terminating Party may be entitled at law or under this Agreement.

A. Without Cause. Either Party may terminate this Agreement without cause by giving the other Party thirty (30) calendar days' written notice of its intention to terminate pursuant to this provision, specifying the date of termination. If the County's funding for services under this Agreement becomes unavailable, the County may terminate this Agreement effective immediately.

B. With Cause. This Agreement may be terminated by either Party should the other Party materially breach its duties or responsibilities hereunder. Upon determining a material breach has occurred, the non-breaching Party shall provide written notice to the breaching Party of its intention to terminate this Agreement and inform the breaching Party whether the breach is able to be cured or not.

1) Breach Subject to Cure. Unless otherwise specifically noted in the Notice of Breach, all Notices of Breach shall be deemed subject to this provision. If the non-breaching Party deems the breach of a nature subject to cure, said Party shall allow the breaching Party a period of at least ten (10) calendar days to cure the breach. If the breach is not remedied within the period specified in the Notice of Breach, the non-breaching Party may terminate the Agreement upon further written notice specifying the date of termination.

a. In the event the nature of the breach requires more time than allowed in the Notice of Breach to cure, the breaching Party may submit a written proposal to the non-breaching Party within that period, setting forth a specific plan to remedy the breach and the date certain for completion. If the non-breaching Party assents to the proposed plan in writing, the breaching Party shall immediately commence curing the breach. If the breaching Party fails to cure the breach within said period, the non-breaching Party may terminate this Agreement: i) immediately; ii) on the date specified in the Notice of Breach; or iii) grant the breaching Party additional time to cure.

b. Alternatively, the County may elect to cure the breach and Contractor shall bear all expenses incurred by the County in curing the breach.

2) Breach Not Subject to Cure. If the non-breaching Party deems the breach is of such a nature as it is not subject to or is incapable of being cured, it shall provide a Notice of Breach to the breaching Party of its intent to terminate this Agreement, in which it shall include a date upon which the Agreement terminates.

C. Effects of Termination. Termination of this Agreement shall not terminate Contractor's obligations or liability to the County for damages sustained by the County because of the Contractor's breach, nor the Contractor's duty to indemnify, maintain and make available any records pertaining to this Agreement, cooperate with any audit, be subject to offset, or make any reports of pre-termination contract activities.

D. No Waiver of Breach or Breach by Forbearance. In no event will either Parties' act of forbearance regarding previous acts by the other Party: i) constitute a breach or breach of the Party's obligations under this Agreement; ii) waive a Party's right to assert breach or breach; nor iii) impair or prejudice any remedy available to the non-breaching Party.

8. INSURANCE

A. Requirement to Obtain, Maintain, and Deliver Proof of Insurance. Without limiting the County's right of indemnification from Contractor or any third-parties, Contractor shall purchase and maintain the insurance policies described below (the "Insurance Policy(ies)") prior to the commencement of work or execution of this Agreement. Contractor shall maintain the Insurance Policies throughout the term of this Agreement.

B. Contractor shall deliver an Endorsed Additional Insured page from Contractor's insurance carrier to the County guaranteeing said coverage to the County prior to execution of this Agreement, or commencing work. Contractor shall deliver proof of insurance and all endorsements in accordance with this Agreement's Notice Section. Failure to obtain, maintain, or provide the Insurance Policies or proof of the same is a material breach of this Agreement and may result in

the immediate suspension or termination of this Agreement for cause, in addition to any other remedies the County may have under the law.

C. Endorsement of Policies. Contractor shall cause each of the Insurance Policies to be endorsed designating the County and its Board members, officials, officers, employees, and agents as additional insureds, using ISO form CG 20 26 or an alternate form that is at least as broad as form CG 20 26, as to any liability arising from the performance of this Agreement.

D. Insurance Limits. Contractor shall obtain the Insurance Policies in the amounts set forth below:

1. Commercial General Liability covering bodily injury, personal injury, and property damage with minimum limits of Two Million Dollars (\$2,000,000) per occurrence and Four Million Dollars (\$4,000,000) annual aggregate.

2. Comprehensive Automobile Liability covering a) bodily injury of not less than Five Hundred Thousand Dollars (\$500,000) per person and One Million Dollars (\$1,000,000) per accident and property damage of not less than One Hundred Thousand Dollars (\$100,000); or b) coverage with a combined single limit of One Million Dollars (\$1,000,000). The Comprehensive Automobile Liability must cover owned and non-owned vehicles used in connection with this Agreement.

3. Workers Compensation as required by the California Labor Code. Contractor shall cause said Insurance Policy to be endorsed to waive the insurer's subrogation rights against the County.

4. Professional Liability covering Contractor's wrongful acts, errors, and omissions with limits not less than One Million Dollars (\$1,000,000) per occurrence or claim, and Three Million Dollars (\$3,000,000) annual aggregate limit.

E. Rating of Insurers. Contractor shall obtain insurance placed with admitted insurers rated by A.M. Best Co. as A:VII or higher.

F. Notice of Cancellation to the County and Payment of Premiums. Contractor shall cause each of the Insurance Policies to be endorsed to provide the County with thirty (30) days' prior written notice of cancellation. The County is not liable for the payment of premiums or assessments on any Insurance Policies. Cancellation provisions in an Insurance Policy will not be construed in derogation of the continuing duty of the Contractor to maintain the Insurance Policies during the term of this Agreement.

9. INDEMNIFICATION

A. Professional Services. When the law establishes a professional standard of care for Contractor's services, to the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless County and any and all of its Board members, officials, employees and agents from and against any and all losses, liabilities, damages, costs, and expenses, including legal counsel's fees and costs but only to the extent Contractor is responsible for such damages, liabilities, and costs on a comparative basis of fault between Contractor and the County in the

performance of professional services under this Agreement. Contractor shall not be obligated to defend or indemnify the County for its own negligence or for the negligence of third parties.

B. All Other Services. Other than in the performance of professional services, including agreements where professional services will be provided along with other types of services, and to the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the County, and any and all of its Board members, officials, employees, and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel's fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, any act, omission, fault or negligence, whether active or passive, by Contractor or by any individual or entity for which Contractor is legally liable, including, but not limited to, officers, agents, employees, or subcontractors of Contractor.

C. This indemnification specifically includes any claims that may be against the County by any taxing authority or third party asserting that an employer-employee relationship exists because of this Agreement.

D. These indemnification obligations shall survive the termination of this Agreement as to any act, omission, fault, or negligence occurring during this Agreement or any extension of this Agreement. The County's rights to indemnification are in addition to and shall not limit any other rights or remedies the County may have under law or this Agreement.

10. INDEPENDENT CONTRACTOR

Contractor is an independent contractor and not an agent, officer, or employee of the County. This Agreement is by and between two (2) independent contractors and is not intended to, nor will it be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.

11. COMPLIANCE WITH LAW

Contractor shall comply with all federal, state, and local laws and regulations applicable to its performance including, but limited to, Government Code section 8350 et seq. regarding a drug free workplace, all health and safety standards set forth by the State of California and County, and the California Public Records Act, Government Code section 7920 et seq.

12. CONFIDENTIALITY

Contractor shall not use County's confidential information ("Confidential Information") for any purpose other than performing under this Agreement, and Contractor shall prevent the unauthorized disclosure of Confidential Information. Upon receipt of third-party's request to disclose Confidential Information, Contractor shall promptly submit said request to County.

13. CONFLICT OF INTEREST

Contractor warrants that its board of directors, employees, officers, including the

immediate families of each have no financial interest, direct or indirect, that conflicts with rendering services under this Agreement and will not acquire any such financial interest. Contractor shall not employ, nor retain any such person during the term of this Agreement. Contractor is not relieved from personal responsibility under this Section 13 by their associates and employees rendering services. Contractor has an affirmative duty to and shall disclose the name(s) of any person(s) who have an actual, potential, or apparent conflict of interest.

14. NONDISCRIMINATION

In rendering services under this Agreement, Contractor shall comply with all applicable federal, state, and local laws, rules, and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, gender identity, gender expression, sexual orientation, military status, or any other protected basis.

Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

15. SUBCONTRACTORS

Services under this Agreement are personal services. Contractor shall not subcontract any work under this Agreement without the prior written consent of the County, subject to any required state or federal approval.

16. ASSIGNMENT

Contractor shall not assign this Agreement without first obtaining the written consent of the County, subject to any required state or federal approval. Assignment by Contractor of any monies due does not constitute an assignment of this Agreement.

17. UNFORESEEN CIRCUMSTANCES

Neither Party shall be responsible for any delay caused by natural disaster, epidemic, pandemic, war, civil disturbance, labor dispute, or other cause beyond the reasonable control of a Party, on the condition the affected Party notices the other Party in writing of the delay's cause within ten (10) of the date the delay began. Thereafter, the Parties shall meet and confer as to whether to amend, suspend, or terminate this Agreement.

18. OWNERSHIP OF DOCUMENTS

The County owns and is entitled to possess all computations, plans, correspondence, pertinent data, and information gathered by or computed by Contractor prior to this Agreement's termination or upon completion of the work under this Agreement. County's reuse of any such materials in a manner other than originally intended is at the County's sole risk. Material prepared in connection with this Agreement is not subject to copyright in the United States of American, or in any foreign state.

19. NOTICE

The Parties shall give any notice necessary to the performance of this Agreement in writing, and delivered by personal delivery, fax, overnight carrier, e-mail with read receipt acknowledgment, or by prepaid first-class mail addressed as follows:

County

Kyria Martinez, CAO
Administration, County of Kings
1400 West Lacey Blvd.
Hanford, CA 93230
kyria.martinez@co.kings.ca.us

Contractor

Jerry Avalos, President, Inc.
Vanir Construction Management
4540 Duckhorn Dr., Ste. 300
Sacramento, CA 95834
jerry.avalos@vanir.come

Notice given by: a) personal delivery is effective on the date of personal delivery; b) fax is effective on date of transmittal; c) overnight carrier is effective on the date of delivery; d) email is effective on the date of delivery, with a read receipt; e) first-class mail is effective five (5) days after the date of mailing, or the delivery date on the return receipt, whichever occurs first.

20. CHOICE OF LAW

The Parties executed and delivered this Agreement in the Kings County, State of California. The laws of the State of California govern the validity, enforceability, and interpretation of this Agreement. Kings County is the appropriate venue for bringing any action in connection with this Agreement, whether in law or equity. Contractor waives any rights it may possess under Code of Civil Procedure Section 394 to transfer any action arising out of this Agreement to a neutral county, or alternate venue.

21. SEVERABILITY

If a court of competent jurisdiction finds any of the provisions of this Agreement unenforceable, the remaining provisions remain enforceable and the unenforceable provisions constitute an amendment to the limited extent required to permit enforcement of the Agreement as a whole.

22. SURVIVAL

The following sections of this Agreement survive its termination: a) Section 5, Records and Inspections; b) Section 8, Insurance; c) Section 9, Indemnification; and d) Section 12, Confidentiality.

23. NO THIRD-PARTY BENEFICIARIES

Unless otherwise specifically stated in this Agreement, the County and Contractor are the only Parties to this Agreement and the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or will be construed to grant any right or benefit to a third party, directly, indirectly, or otherwise.

///

24. ADA COMPLIANCE

Contractor shall comply with the Americans with Disabilities Act, Title II, and applicable California state laws. The law providing the greatest degree of access to qualified persons with disabilities shall apply to this Agreement.

Contractor shall ensure that all persons receiving programs, services, or activities through this Agreement shall receive a copy of or have access made available to the County's ADA grievance procedures as set forth in County's ADA Self-Evaluation, Appendix E, which is attached to this Agreement as **Exhibit C**.

25. ENTIRE AGREEMENT; CONTRIBUTIONS OF BOTH PARTIES

This Agreement, including its Recitals and Exhibits, are fully incorporated into and are integral parts of this Agreement. This Agreement constitutes the entire agreement between the Parties. There are no inducements, promises, terms, conditions, or obligations made or entered into by the County or Contractor, other than those contained in this Agreement.

Each Party had an opportunity to review this Agreement, consult with legal counsel, and negotiate terms. Contractor waives the rule under Civil Code section 1654, that ambiguities in a contract should be construed against the drafter. Civil Code section 1654 has no application to the construction of the Agreement.

26. ELECTRONIC SIGNATURES; COUNTERPARTS

The Parties may execute this Agreement by electronic means and in two (2) or more counterparts that together constitute one (1) Agreement.

27. AUTHORITY

Each signatory to this Agreement represents it is authorized to enter into this Agreement and bind the Party that its signature represents.

28. Prevailing Wage

Contractor is advised that the work will be subject to Labor Code section 1774, and Contractor shall comply fully with all applicable requirements of that statute, as well as all associated rules and regulations of the Department of Industrial Relations or other state agency implementing Labor Code section 1774

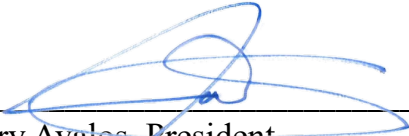
SIGNATURES ARE ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties executed this Agreement the day and year first written above.

COUNTY OF KINGS

VANIR CONSTRUCTION MANAGEMENT,
INC.

By: _____
Doug Verboon, Chairman
Kings County Board of Supervisors

By:  _____
Jerry Avalos, President

ATTEST

By: _____
Catherine Venturella, Clerk of the Board

INSURANCE APPROVED

By:  01/10/2025
Sarah Poots, Risk Manager

APPROVED AS TO FORM
Diane Freeman, County Counsel

By:  11/26/2024
Cindy Crose Kliever, Deputy County Counsel

Exhibits/Attachments:

- Exhibit A:** Scope of Work
- Exhibit B:** Kings County ADA Grievance Procedures
- Exhibit C:** ADA Grievance Procedure

Exhibit A



Construction Management, Inc.

2444 Main Street, Suite 130
Fresno, CA 93721
TEL 559-496-0536
FAX 559-860-0173
www.vanir.com

October 9, 2024

Mrs. Kyria Martinez, CAO

County of Kings

1400 W. Lacey Blvd.

Hanford, CA 93230

Email: Kyria.Martinez@co.kings.ca.us

RE: Kings County Juvenile Detentions Remodel (SB 81) – Add Services Request, PM Service

Dear Kyria,

Below is an Add Service Request (ASR) for the KC Juvenile Detentions Remodel. For justification of this ASR, I provide the following summary of our amendments:

1. VCM's amendment #03 has run out of funds as of August 31, 2024.
2. The OSFM has requested additional work be completed:
 - a. Drywall removal and temporary replacement (2mo's)
 - b. Drywall removal, fire caulking of all firewall penetrations, drywall installation (4 mo's)

Scope of Work:

Task #1 - Project Meetings: Our construction manager will conduct regular progress meetings with the contractor and major subcontractors to identify and resolve issues that may impact the progress of the project. We will record, transcribe and distribute minutes to all attendees, the County and all other appropriate parties.

Task #2 - Construction Observation: Our construction manager will observe the construction effort for the County and report any deviations, defects or deficiencies that are observed in the work. We will work with the contractor and the architect in the timely resolution of identified issues to minimize time and cost impacts.

Task #3 - Construction Progress review: On a monthly basis we will review the progress of construction with the contractor, observe work in place, identify properly stored materials and evaluate the percentage complete of each construction activity as indicated in the construction schedule. This will serve as data for input to the monthly update report which will be prepared and distributed to all appropriate parties. This report will reflect the contractor's contractual progress and will be the basis for the monthly progress payment to the contractor.

Exhibit A

Task #4 - Monthly Construction Schedule Updates: Vanir will prepare and distribute monthly construction schedule updates. After an evaluation of the actual progress as observed by Vanir, schedule activities will then be assigned percentage complete values in conjunction with the contractor's progress. A report will be generated to reflect actual progress as compared to schedule progress noting variances. This report will also be the basis for determining implementation of certain County prerogatives concerning progress of the project should they be required.

Task #5 - Monthly Construction Payment review: Vanir will prepare and distribute the monthly construction payment reports which will be an integral function of the monthly schedule report. This report will reflect the total construction contract price, contractor's payment to date, current payment requested, retainage and actual amounts owed for the current period. The final portion of this report will be a certificate of payment which will be executed by Vanir, the architect and the contractor and transmitted to the County for use in payment to the contractors.

Task #6 - Final Completion: Upon completion of all punch list corrective action, Vanir will make a final comprehensive review of the project and issue a report to the County indicating the work performed is acceptable under the contract and make recommendations as to final payment to the contractor and acceptance of the facility.

We are anticipating our effort to be minimal and requesting only 160 hrs over the next six (6) months, billed on a T&M basis during construction activities. As a result, our add services request is for 6 mo's, totaling **\$31,560.00**, which will coincide with the Contractor's expected completion. Attached is our breakdown of hours.

Thank you for the opportunity to continue our service to the County. Should you have any questions, please contact me @ (559) 647-5708.

Sincerely,

Vanir Construction Management, Inc.



Roy Magdaleno, CCM, Assoc. DBIA
Deputy Area Manager / Associate

Cc: Scott Murphy, Central CA Area Manager, Vanir CM

Exhibit B

Attachment 2

Kings County Juvy Remodel SB-81 (~6 months)														
Position	Rate	1	2	3	4	5	6						Tot. Hrs	Total Cost
CONSTRUCTION MGMT														
Principal in Charge	\$265												0	\$ -
Roy Magdaleno	\$245	2	2	1	1	1	1						8	\$ 1,960
Robert Sippel	\$185	40	40	40	24	8	8						160	\$ 29,600
Asst. Construction Manager	\$155												0	\$ -
Scheduler	\$170												0	\$ -
Reimbrusables	1												\$ -	\$ -
Total Cost		\$7,890	\$7,890	\$7,645	\$4,685	\$1,725	\$1,725	\$0	\$0	\$0	\$0	\$0	168	\$ 31,560



EXHIBIT C

Kings County Grievance Procedure under ADA or California State Disability Civil Rights Laws

This grievance procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"), the Americans with Disabilities Amendments Act (ADAAA) and California State law. Except as otherwise indicated, it may be used by anyone wishing to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by Kings County. The procedure should also be used to address all complaints regarding barriers to physical access to any County facility.

NOTE: Discrimination complaints by applicants for, and recipients of, public benefits administered by the County are handled by the Human Services Agency, pursuant to state law and the Human Services Agency's Administrative Policy and Procedure No. 23. Notice of this fact is provided to all applicants and recipients. For more information, please contact the Program Manager/Civil Rights Coordinator for the Human Services Agency at (559) 852-2201. If you submit a complaint to the ADA Coordinator that should be directed to the Human Services Agency, your complaint will be forwarded to the Human Services Agency, and will be deemed received by the Human Services Agency upon actual receipt by it for purposes of the filing and response deadlines stated in Policy and Procedure No. 23. Please also note that the County's Personnel Rules govern employment related complaints of disability discrimination. Please refer to sections 10200 to 10250 of the Personnel Rules regarding the County's grievance procedure, as well as Chapter 14 of the Personnel Rules regarding discrimination complaints. The process described in either part may be relied upon to make a complaint of disability discrimination.

A complaint using this procedure should be in writing and should contain information about the alleged discrimination such as name, address, and phone number of the complainant and location, date and a description of the problem(s). If you are viewing these instructions online at the County's website, please find the form for making a complaint below. Copies of the complaint form are also available from the Public Works Department or County Administration Office, County Government Center, 1400 West Lacey, Hanford, CA 93230. Alternative means of filing a complaint, such as personal interviews or a tape recording of the complaint, are available to persons with disabilities upon request.

The complaint should be submitted by the complainant and/or his/her designee as soon as possible, but no later than 60 calendar days after the alleged violation to:

**ADA Coordinator
Dominic Tyburski
County Government Center
1400 West Lacey Blvd
Hanford CA 93230**

If this complaint is being made on behalf of someone other than me, that person's contact information is:

My complaint relates to circumstances that occurred:

- On the following date:
- At the following location:

My complaint is as follows:

(Please be as specific as possible and include the names and contact information of anyone who might have knowledge of the facts giving rise to your complaint. To help us to address your concerns promptly, please stick to the facts: who, what, when, where, and how. Please attach additional pages if necessary.)



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM January 28, 2025

SUBMITTED BY: District Attorney- Sarah Hacker

SUBJECT: RESOLUTION PROCLAIMING JANUARY 2025 AS NATIONAL SLAVERY AND HUMAN TRAFFICKING AWARENESS MONTH

SUMMARY:

Overview:

The Kings County District Attorney’s Office is seeking approval to officially recognize January 2025 as National Slavery and Human Trafficking Awareness Month.

Recommendation:

Adopt a Resolution proclaiming the month of January 2025 as National Slavery and Human Trafficking Awareness Month in Kings County.

Fiscal Impact:

There is no impact to the General Fund. Awareness activities related to National Slavery and Human Trafficking Awareness Month will be conducted within the existing resources of Kings County District Attorney.

BACKGROUND:

More than 20 years ago, the Trafficking Victims Protection Act of 2000 (TVPA) enshrined the United States’ commitment to combating human trafficking domestically and internationally. In 2010, by presidential proclamation, President Obama declared January as “National Slavery and Human Trafficking Prevention Month” and every year since, each subsequent president has followed this tradition.

January serves as a time to collectively recognize the profound impact of human trafficking on communities. Support is extended to survivors, as well as to individuals and agencies working tirelessly to create a future where fear and exploitation are replaced with true freedom.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

RESOLUTION PROCLAIMING JANUARY 2025 AS NATIONAL SLAVERY AND HUMAN TRAFFICKING AWARENESS MONTH

January 28, 2025

Page 2 of 2

During National Human Trafficking Prevention Month, we encourage the community to learn about human trafficking and report tips or seek help by contacting the National Human Trafficking Hotline at 1-888-373-7888.

The resolution has been reviewed and approved by County Counsel as to form.

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF KINGS, STATE OF CALIFORNIA

IN THE MATTER OF PROCLAIMING
JANUARY 2025 NATIONAL SLAVERY
AND HUMAN TRAFFICKING
PREVENTION MONTH

RESOLUTION NO. _____

_____ /

WHEREAS, more than 20 years ago, the Trafficking Victims Protections Act of 2000 (TVPA) enshrined the United States' commitment to combating human trafficking domestically and internationally; and

WHEREAS, in 2010, by Presidential Proclamation, January was declared "National Slavery and Human Trafficking Prevention Month, and every year since, each President has followed this tradition; and

WHEREAS, we collectively pause during the month of January to acknowledge the impact on our communities and stand with survivors, allied individuals, and agencies committed to building a future where people live free from fear and exploitation; and

WHEREAS, during National Human Trafficking Prevention Months, we encourage the community to learn about human trafficking and where to report a tip or ask for help; and

WHEREAS, we encourage contacting the National Human Trafficking Hotline at 1-888-373-7888.

NOW, THEREFORE, the Board of Supervisors of the County of Kings, State of California, does hereby proclaim January 2025 National Slavery and Human Trafficking Prevention Month in Kings County and urges all citizens to observe this day to remember those affected by human trafficking.

The foregoing resolution was adopted upon motion by Supervisor _____, seconded by Supervisor _____ at a regular meeting held on the _____ day of _____, 2025, by the following vote:

AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors
ABSTAIN: Supervisors

Doug Verboon,
Chairperson of the Board of Supervisors
County of Kings, State of California

IN WITNESS WHEREOF, I have set my hand this ____ day of _____, 2025.

Catherine Venturella,
Clerk of said Board of Supervisors