



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

Karen Ross, Secretary

December 10, 2018

County of Lake  
883 Lakeport Blvd  
Lakeport, CA 95453  
Attn: Agricultural Commissioner

Program: Exotic Pest Detection Trapping  
Agreement Number: 18-0250-1

In regard to the enclosed Standard Agreement, please complete the following item(s) and return to the **California Department of Food and Agriculture, Acquisitions Office, 1220 N Street, Room 115, Sacramento, CA 95814** within 15 business days of the date of this letter. Failure to comply may result in delayed payment. If you cannot return the documents within the 15 business days, please contact the analyst named below to inform her of when you will return the contract.

This Agreement cannot be considered binding on either party until fully executed and approved by the Department of General Services, when required. No services should be provided prior to approval, as the State is not obligated to make any payments on any services received prior to contract execution.

☐ Standard Agreement (STD 213) with attached exhibits. Please have the person within your organization, who has full authority to commit to all of the contents of this agreement, review and sign the two signature pages of the Standard Agreement package. **Return ALL originals** to this office. Once the contract is finalized (see above paragraph), the agreement is considered fully executed and an original will be mailed to you.

☒ Amendment to the above referenced Standard Agreement. Sign both copies and return both originals for further processing. A fully executed original will be returned to you when completed.

☐ Contractor Certification Clauses (CCC - 307). The CCC package contains clauses and conditions that may apply to your agreement and to persons doing business with the State of California. The CCC will be kept on file in this office and must be renewed with every contract and as changes occur. Please sign and return the current CCC. Failure to do so will prohibit the State of California from doing business with your company.

☒ A copy of the resolution, order or motion authorizing execution of this Agreement must be included.

☐ A copy of your insurance certification which states coverage will not be canceled without 30 days written notice to the State of California and which also includes the **State of California, its officers, agents, employees, and servants as additional insureds, but only with respect to work performed under the contract. Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.**

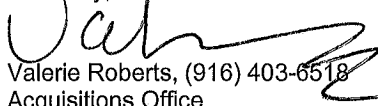
☐ California Civil Rights Laws Attachment.

☐ Initial all changes on the enclosed Agreement and return the same for further processing.

☐ Other:

If you have any questions regarding this Agreement, please contact the analyst identified below.

Sincerely,

  
Valerie Roberts, (916) 403-6518  
Acquisitions Office  
Administrative Services

