



MEMORANDUM
COUNTY EXECUTIVE OFFICE
OFFICE OF EMERGENCY SERVICES
County of Placer

TO: Board of Supervisors
DATE: June 21, 2016

FROM: David Boesch, County Executive Officer
By: John McEldowney, Program Manager, Office of Emergency Services

SUBJECT: Fiscal Year 2016-17 Secure Rural Schools & Community Self Determination Act of 2000 and the Emergency Economic Stabilization Act of 2008 Title III program funding

ACTION REQUESTED

1. Obligate \$53,106.71 in Fiscal Year 2016-17 Secure Rural Schools & Community Self Determination Act of 2000 and the Emergency Economic Stabilization Act of 2008 Title III program funding to support the County Firewise Community Program and the Placer County Sheriff's Office Search and Rescue Program.
2. Authorize the County Executive Officer to sign a contract with Luana Dowling to serve as the Placer County Firewise Communities Program Coordinator in a not to exceed amount of \$84,000.

BACKGROUND

On July 7, 2015, your Board approved the re-appropriation of \$82,453.15 in obligated but unspent Secure Rural Schools Title III project funding from previous fiscal years and included \$14,203 in interest from Fund 340, Subfund 285 in order to support the Firewise Communities Program. On May 3, 2016, your Board obligated \$53,106.71 in Fiscal Year 2016-17 Secure Rural Schools Title III program funding to support the County Firewise Community Program and the Placer County Sheriff's Office Search and Rescue Program. This action required a 45 day public notice period. A notice was placed in the Sacramento Bee and no public comment was received.

The Firewise Communities Program is designed to provide homeowners in fire sensitive ecosystems education and assistance with implementing techniques in home siting, home construction and home landscaping that can increase the protection of people and property from wildfires. The goal is to involve homeowners, community leaders, planners, developers, and others in the design of a safe community as well as effective emergency response. This is an authorized use of these funds under Title III code. The planned obligated allocation for this program is \$43,106.71.

Combined Secure Rural Schools Title III funding will support a Fiscal Year 2016-17 Placer County Firewise Communities Program Coordinator Contract. In Fiscal Year 2015-16 the Placer County Firewise Communities Program Coordinator achieved the following key accomplishments:

- Led 4 communities to Recognized Firewise Community Status in the County
- Leading 22 other communities on the path to becoming Recognized Firewise Communities
- Managed 8 Fuel Reduction Grant Projects to completion totaling \$500,000.00
- Submitted 11 Fuel Reduction Grant Project applications to date, totaling \$2,885,566.00
- Managed several Community Wildfire Protection Plan projects and updates

Planned contract milestones for the 2016-17 Firewise Communities Project Coordinator position include the following:

- Leading a minimum of 22 communities to Recognized Firewise Community Status
- Managing Fuel Reduction/Firewise Communities Grant from application to completion
- Continue to aggressively seek out and apply for available fire grants
- Advocate for Fire Safe Councils in underserved areas of the County
- Synchronize grant funding to support projects in the Community Wildfire Protection Program

The Placer County Sheriff's Office operates a robust search and rescue program and often performs search and rescue operations on United States Forest Service lands within Placer County. This funding would provide reimbursement for these search and rescue operations, such as the successful May 19, 2016 rescue of Cody Michael and his dog Bauer, rescued after a three day search near Donner Summit. This is an authorized use of these funds under Title III code. The planned obligated allocation for this program is \$10,000.

Public Laws:

The Secure Rural Schools & Community Self-Determination Act HR 2389, aka Public Law (PL) 106-393 was enacted by Congress in October 2000 to offset the loss of revenues in rural counties due to declining timber harvests and the decrease of income generation on federal lands. It provided qualifying counties with predictable funding for rural schools and roads for Federal Fiscal Years (FFY) 2001 through 2006 and was extended by Congress through FFY 2007. Despite the extension, spending is limited to previously approved methods or projects.

In October, 2008, Congress enacted the Emergency Economic Stabilization Act of 2008 (PL 110-343), which included reauthorization of the "Secure Rural Schools" program. However, this law has a significantly lower level of funding and restricts the use of funds to supporting the three bulleted activities below:

- Activities under the Firewise Communities Program
- Reimbursement for Search And Rescue (SAR) on federal lands
- Development of Community Wildfire Protection Plans (CWPP)

Obligation of these funds requires a 45 day public noticing to gather input and comments from the public before requesting final approval of planned expenditures. The 45 day public noticing period is complete with no input or comments from the public.

FISCAL IMPACT

There is no impact to the General Fund as a result of these actions. There is adequate fund balance in Placer County's Forest Reserve/Title III Fund (340/285) to support these activities.

Attachments

FY 2016-17 Placer County Firewise Communities Program Coordinator Contract

Administering Agency: Placer County Executive Office

Contract No.

Contract Description: PROFESSIONAL SERVICES OF *LUANA DOWLING* FOR FIREWISE COMMUNITIES COORDINATOR

CONTRACTOR SERVICES AGREEMENT

THIS AGREEMENT is made at Auburn, California, as of July 1, 2016 by and between the County of Placer, ("County"), and Luana Dowling. ("Contractor"), who agree as follows:

1. **Services.** Subject to the terms and conditions set forth in this Agreement, Contractor shall provide the services described in Exhibit A and Contractor's response to said document. Contractor shall provide said services at the time, place, and in the manner specified in Exhibit A.
2. **Payment.** The County shall pay Contractor for services rendered pursuant to this Agreement up to a maximum of \$84,000 as set forth in Exhibit B. The payment specified in Exhibit B and Contractor's response to said document shall be the only payment made to Contractor for services rendered pursuant to this Agreement. Contractor shall submit all billings for said services to County in the manner specified in Exhibit B.
3. **Facilities, Equipment and Other Materials, and Obligations of County.** Contractor shall, at its sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement.
4. **Exhibits.** All exhibits referred to herein will be attached hereto and by this reference incorporated herein.
5. **Time for Performance.** Time is of the essence. Failure of Contractor to perform any services within the time limits set forth in Exhibit A shall constitute material breach of this contract.
6. **Independent Contractor.** At all times during the term of this Agreement, Contractor shall be an independent Contractor and shall not be an employee of the County. County shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement. County shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement.
7. **Licenses, Permits, Etc.** Contractor represents and warrants to County that it has all licenses, permits, qualifications, and approvals of whatsoever nature, which are legally required for Contractor to practice its profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for Contractor to practice its profession at the time the services are performed.
8. **Time.** Contractor shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary for the satisfactory performance of Contractor's obligations pursuant to this Agreement. Neither party shall be considered in default of this Agreement to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the party.

9. **Hold Harmless And Indemnification Agreement.** The Contractor hereby agrees to protect, defend, indemnify, and hold Placer County free and harmless from any and all losses, claims, liens, demands, and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interest, court costs, legal fees, and all other expenses incurred by Placer County arising in favor of any party, including claims, liens, debts, personal injuries, death, or damages to property (including employees or property of the County) and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of, the contract or agreement. Contractor agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demand, or suit at the sole expense of the Contractor. Contractor also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false, or fraudulent. This provision is not intended to create any cause of action in favor of any third party against Contractor or the County or to enlarge in any way the Contractor's liability but is intended solely to provide for indemnification of Placer County from liability for damages or injuries to third persons or property arising from Contractor's performance pursuant to this contract or agreement.

As used above, the term Placer County means Placer County or its officers, agents, employees, and volunteers.

10. **Insurance.** Contractor shall file with County concurrently herewith a Certificate of Insurance, in companies acceptable to County, with a Best's Rating of no less than A-: VII showing.

11. **Worker's Compensation:**

CONTRACTOR represents that they have no employees and, therefore, are not required to have Workers Compensation coverage.

CONTRACTOR agrees that they have no rights, entitlements or claim against COUNTY for any type of employment benefits or workers' compensation or other programs afforded to COUNTY employees.

12. **General Liability Insurance:**

- A. Comprehensive General Liability or Commercial General Liability insurance covering all operations by or on behalf of Contractor, providing insurance for bodily injury liability and property damage liability for the limits of liability indicated below and including coverage for:
 - (1) Contractual liability insuring the obligations assumed by Contractor in this Agreement.

- B. One of the following forms is required:
 - (1) Comprehensive General Liability;
 - (2) Commercial General Liability (Occurrence); or
 - (3) Commercial General Liability (Claims Made).

- C. If Contractor carries a Comprehensive General Liability policy, the limits of liability shall not be less than a Combined Single Limit for bodily injury, property damage, and Personal Injury Liability of:
 - One million dollars (\$1,000,000) each occurrence
 - Two million dollars (\$2,000,000) aggregate

- D. If Contractor carries a Commercial General Liability (Occurrence) policy:

- (1) The limits of liability shall not be less than:
 - One million dollars (\$1,000,000) each occurrence (combined single limit for bodily injury and property damage)
 - One million dollars (\$1,000,000) for Products-Completed Operations
 - Two million dollars (\$2,000,000) General Aggregate
- (2) If the policy does not have an endorsement providing that the General Aggregate Limit applies separately, or if defense costs are included in the aggregate limits, then the required aggregate limits shall be two million dollars (\$2,000,000).

E. Special Claims Made Policy Form Provisions:

Contractor shall not provide a Commercial General Liability (Claims Made) policy without the express prior written consent of County, which consent, if given, shall be subject to the following conditions:

- (1) The limits of liability shall not be less than:
 - One million dollars (\$1,000,000) each occurrence (combined single limit for bodily injury and property damage)
 - One million dollars (\$1,000,000) aggregate for Products Completed Operations
 - Two million dollars (\$2,000,000) General Aggregate
- (2) The insurance coverage provided by Contractor shall contain language providing coverage up to one (1) year following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is a claims-made policy.

Conformity of Coverages - If more than one policy is used to meet the required coverages, such as a separate umbrella policy, such policies shall be consistent with all other applicable policies used to meet these minimum requirements. For example, all policies shall be Occurrence Liability policies or all shall be Claims Made Liability policies, if approved by the County as noted above. In no cases shall the types of policies be different.

13. Endorsements:

Each Comprehensive or Commercial General Liability policy shall be endorsed with the following specific language:

- A. "The County of Placer, its officers, agents, employees, and volunteers are to be covered as insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement."
- B. "The insurance provided by the Contractor, including any excess liability or umbrella form coverage, is primary coverage to the County of Placer with respect to any insurance or self-insurance programs maintained by the County of Placer and no insurance held or owned by the County of Placer shall be called upon to contribute to a loss."

C. "This policy shall not be changed without first giving thirty (30) days prior written notice and ten (10) days prior written notice of cancellation for non-payment of premium to the County of Placer."

14. **Automobile Liability Insurance.** Contractor will carry Automobile Liability insurance covering bodily injury and property damage in an amount no less than one million dollars (\$1,000,000) combined single limit for each occurrence.

Covered vehicles shall include owned, non-owned, and hired automobiles/trucks.

15. **Additional Insurance Requirements.**

Premium Payments - The insurance companies shall have no recourse against the County and funding agencies, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by a mutual insurance company.

Policy Deductibles - The Contractor shall be responsible for all deductibles in all of the Contractor's insurance policies. The maximum amount of allowable deductible for insurance coverage required herein shall be \$25,000.

Contractor's Obligations - Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements and shall survive the expiration of this agreement.

Verification of Coverage - Contractor shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Material Breach - Failure of the Contractor to maintain the insurance required by this agreement, or to comply with any of the requirements of this section, shall constitute a material breach of the entire agreement.

16. **Contractor Not Agent.** Except as County may specify in writing Contractor shall have no authority, express or implied, to act on behalf of County in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied pursuant to this Agreement to Bind County to any obligation whatsoever.

17. **Assignment Prohibited.** Contractor may assign its rights and obligations under this Agreement only upon the prior written approval of County, said approval to be in the sole discretion of County.

18. **Personnel.**

A. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that County, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Contractor to perform services pursuant to this Agreement, including those members of the Project Team as explained below, Contractor shall remove any such person immediately upon receiving notice from County of the desire of County for removal of such person or persons.

B. Notwithstanding the foregoing, if specific persons are designated as the "Project Team" in Exhibit A, Contractor agrees to perform the work under this agreement with those individuals identified. Reassignment or substitution of individuals or subcontractors named in the Project Team by Contractor without the prior written consent of County shall be grounds for cancellation of the agreement by County, and payment shall be made pursuant to Section 15 (Termination) of this Agreement only for that work performed by Project Team members.

19. **Standard of Performance.** Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged in the geographical area in which Contractor practices its profession. All products of whatsoever nature which Contractor delivers to County pursuant to this Agreement shall be prepared in a substantial first class and workmanlike manner and conform to the standards or quality normally observed by a person practicing in Contractor's profession.

20. **Termination.**

A. County shall have the right to terminate this Agreement at any time by giving notice in writing of such termination to Contractor. In the event County shall give notice of termination, Contractor shall immediately cease rendering service upon receipt of such written notice, pursuant to this Agreement. In the event County shall terminate this Agreement:

- 1) Contractor shall deliver copies of all writings prepared by it pursuant to this Agreement. The term "writings" shall be construed to mean and include: handwriting, typewriting, printing, Photostatting, photographing, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof.
- 2) County shall have full ownership and control of all such writings delivered by Contractor pursuant to this Agreement.
- 3) County shall pay Contractor the reasonable value of services rendered by Contractor to the date of termination pursuant to this Agreement not to exceed the amount documented by Contractor and approved by County as work accomplished to date; provided, however, that in no event shall any payment hereunder exceed the amount of the agreement specified in Exhibit B, and further provided, however, County shall not in any manner be liable for lost profits which might have been made by Contractor had Contractor completed the services required by this Agreement. In this regard, Contractor shall furnish to County such financial information as in the judgment of the County is necessary to determine the reasonable value of the services rendered by Contractor. The foregoing is cumulative and does not affect any right or remedy, which County may have in law or equity.

B. Contractor may terminate its services under this Agreement upon thirty- (30) working days' advance written notice to the County.

21. **Non-Discrimination.** Contractor shall not discriminate in its employment practices because of race, religious creed, color, national origin, ancestry, physical handicap, medical condition,

marital status, or sex in contravention of the California Fair Employment and Housing Act, Government Code section 12900 *et seq.*

22. **Records.** Contractor shall maintain, at all times, complete detailed records with regard to work performed under this agreement in a form acceptable to County, and County shall have the right to inspect such records at any reasonable time. Notwithstanding any other terms of this agreement, no payments shall be made to Contractor until County is satisfied that work of such value has been rendered pursuant to this agreement. However, County shall not unreasonably withhold payment and, if a dispute exists, the withheld payment shall be proportional only to the item in dispute.
23. **Ownership of Information.** All professional and technical information developed under this Agreement and all work sheets, reports, and related data shall become the property of County, and Contractor agrees to deliver reproducible copies of such documents to County on completion of the services hereunder. The County agrees to indemnify and hold Contractor harmless from any claim arising out of reuse of the information for other than this project.
24. **Waiver.** One or more waivers by one party of any major or minor breach or default of any provision, term, condition, or covenant of this Agreement shall not operate as a waiver of any subsequent breach or default by the other party.
25. **Conflict of Interest.** Contractor certifies that no official or employee of the County, nor any business entity in which an official of the County has an interest, has been employed or retained to solicit or aid in the procuring of this agreement. In addition, Contractor agrees that no such person will be employed in the performance of this agreement without immediately notifying the County.
26. **Entirety of Agreement.** This Agreement contains the entire agreement of County and Contractor with respect to the subject matter hereof, and no other agreement, statement, or promise made by any party, or to any employee, officer or agent of any party, which is not contained in this Agreement, shall be binding or valid.
27. **Alteration.** No waiver, alteration, modification, or termination of this Agreement shall be valid unless made in writing and signed by all parties, except as expressly provided in Section 15, Termination.
28. **Governing Law.** This Agreement is executed and intended to be performed in the State of California, and the laws of that State shall govern its interpretation and effect. Any legal proceedings on this agreement shall be brought under the jurisdiction of the Superior Court of the County of Placer, State of California, and Contractor hereby expressly waives those provisions in California Code of Civil Procedure §394 that may have allowed it to transfer venue to another jurisdiction.
29. **Notification.** Any notice or demand desired or required to be given hereunder shall be in writing and deemed given when personally delivered or deposited in the mail, postage prepaid, and addressed to the parties as follows:

COUNTY OF PLACER:

Placer County
Office of Emergency Services
Attn: John McEldowney
175 Fulweiler Ave

CONTRACTOR:

Dowling Firewise
Attn: Luana Dowling
PO BOX 3192

Auburn, CA 95603

Iowa Hill, CA 95713-300

Phone (530) 886-4601

Phone: C - 530-277-3753

Fax: (530) 886-5375

W - 530-367-6159

Any notice so delivered personally shall be deemed to be received on the date of delivery, and any notice mailed shall be deemed to be received five (5) days after the date on which it was mailed.

Executed as of the day first above stated:

COUNTY OF PLACER

David Boesch, County Executive Officer

LUANA DOWLING *

Luana Dowling, Principal

Approved As to Form:

Gerald Carden, Deputy County Counsel

**If a corporation, agreement must be signed by two corporate officers; one must be the secretary of the corporation, and the other may be either the President or Vice President, unless an authenticated corporate resolution is attached delegating authority to a single officer to bind the corporation.*

Exhibits

- A. Scope of Services
- B. Payment For Services Rendered

EXHIBIT A

SCOPE OF SERVICES COUNTY OF PLACER AND *LUANA DOWLING* FOR FIREWISE COMMUNITIES PROGRAM COORDINATOR SERVICES

As directed by the County Executive Officer, or his designee, perform the following tasks and duties, July 1, 2016 through June 30, 2017, as identified below:

Luana Dowling remuneration is set at \$45.00 per hour, mileage rate is 57.5 cents per mile, and all other expenses are included in the maximum amount of the contract. (\$84,000)

As the Placer County FIREWISE COMMUNITIES PROGRAM COORDINATOR, Contractor agrees to complete the following activities, work, and tasks:

1. Fire Safe Council Activities:
 - a) Recommend to Project Management Team (PM Team) responsible appointees to all Fire Safe Councils (FSC). Coordinate with the office of the Clerk of the Board to have PM Team-approved appointees formally appointed by the Board of Supervisors. Monitor the status of FSC members and coordinate replacements, as required.
 - b) Attend FSC meetings to collect input for inclusion in County resourcing decisions and to represent County priorities to the FSC. Monitor and support FSC progress in achieving community wildfire protection priorities and Firewise Communities goals. Make resourcing recommendations to the PM Team based on risk and the community's ability to accomplish needed work.
 - c) Assist each FSC with the development and implementation of new plans to achieve the completion of projects outlined in the 2012 Community Wildfire Protection Plan and support Firewise Communities Program public education and community outreach strategies, programs and events.

2. Fire Safe Alliance Activities:
 - a) Schedule, develop agendas, for and Chair all Fire Safe Alliance (FSA) meetings. Coordinate with the Resource Conservation District (RCD) on an as required basis. Advertise FSA meetings, take notes and distribute minutes. Expand the FSA membership to include allied agencies as needed and appropriate to the FSA mission. Provide the PM Team with feedback from the FSA with special emphasis on Firewise Communities Program project priorities and resourcing recommendations.
 - b) Assist members of the FSA and public partners in identifying fire fuels reduction grant opportunities that focus on Firewise Communities Program objectives.
 - c) Update, as required, the five year Strategic Plan (FSA Strategy and Action Plan) for the FSA to achieve the goals and objectives outlined in the new Placer County Wildfire Protection and Biomass Utilization Plan. Develop individual strategies, projects and timelines for the fire protection requirements in the Plan.
 - d) Establish and facilitate the actions of workgroups and subcommittees to achieve FSA strategies and plans.
 - e) Develop a process to monitor work being done on projects in the Placer County Strategic Plan, CWPP, and LHMP to ensure continuity and consistency of fire prevention projects and Firewise Community Program objectives in these plans.

- f) Facilitate yearly public outreach events. Coordinate FSA member activities and Firewise Community Program objectives at events such as Community, County and State Fairs, and seasonal Home Shows.
3. Secure Rural Schools Projects:
- a) Coordinate between the Placer County Office of the CEO, USFS, CAL FIRE and other agencies as designated by the PM Team to accomplish Board of Supervisors approved projects. Projects include, but are not limited to, coordinating support for Project Canyon Safe in Auburn and supporting other, previously approved projects such as the defensible space inspection program, the Chipper Program, and the Firewise Communities Program.
 - b) Make recommendations on future Firewise Communities Program projects and prepare project write-ups/status reports, as needed, in coordination with the PM Team.
 - c) Planning Projects: Monitor implementation of the 2012 Western Slope CWPP and the 2015 Lake Tahoe CWPP.
 - d) Project Team Meetings: Attend PM Team meetings, as required, and provide a monthly activities report covering activities and hours worked.
 - e) Assist with the development of County fire prevention strategies. Assist, as needed, with the program requirements in the Placer County Local Hazard Mitigation Plan, to include the 2015/2016 LHMP update.
4. Grant Writer Activities:
- a) Work with each Fire Safe Council and the FSA to define and prioritize a list of projects identified within the 2012 CWPP that requires grant funding to achieve the goals of the project. Work with the FSCs and FSA to develop a framework for each project to help match projects to potential grants. Identify and document potential grant funding resources.
 - b) Actively research additional grant resources and opportunities that support the Firewise Communities Program.
 - e) Match the CWPP projects to potential funding sources and work with each of the FSCs and the FSA to prioritize individual FSC and FSA lists.
 - f) Update and maintain one consolidated master list of CWPP projects.
 - g) In coordination with FSCs and the FSA produce and submit grant applications to funding agencies and foundations based on the agreed upon priority set by the FSCs and the FSA.
 - h) Work with each FSC and the FSA to define/recommend the Fiscal Sponsor for each of the individual grant proposals. The FSC and FSA will make the final decision.
5. Firewise Communities Coordinator Activities:
- a) Work with the FSCs and the FSA to define priority communities that meet Firewise Community criteria and have the desire to become a recognized Firewise Community.
 - b) Work with the FSCs and the FSA to maintain a current list of communities and timelines for actions that will lead to Firewise Community certification.

- c) Use existing Firewise tools and resources available through the California Fire Safe Council (www.firesafecouncil.org), and the National Firewise (www.firewise.org) websites to work with communities to complete their certification.

Deliverables

1. Identify a minimum of fifteen (15) communities within the FSC/FSA areas, and across the County, as strong potential candidates for Firewise Communities recognition/certification.
2. Provide a monthly activities and accomplishments report to the PM Team on progress toward Firewise Communities status for those communities actively seeking this certification.
3. Attend PM Team meetings and brief activities and accomplishments as required.
4. Submit a minimum of two grant applications per FSC, as applicable per grant cycles and timelines and one for the FSA within the term of this contract.
5. Attend meetings as necessary to provide updates on the status of each grant submitted.
6. Develop and provide a monthly status report on grant activities.

EXHIBIT B

**PAYMENT FOR SERVICES RENDERED
COUNTY OF PLACER
AND
LUANA DOWLING FOR
FIRE MITIGATION COORDINATOR SERVICES**

1. **AMOUNT OF PAYMENT:** COUNTY shall pay CONTRACTOR not to exceed a contract total amount of EIGHTY FOUR THOUSAND DOLLARS (\$84,000) DURING THE TERM OF THIS AGREEMENT AS PAYMENT FOR ALL SERVICES SET FORTH IN Exhibit A, which includes payment in full for any reasonable out-of-pocket costs and expenses.
2. **PAYMENT SCHEDULE:** Monthly payments shall be made to CONTRACTOR within thirty (30) days of the last day of each month for services set forth in Exhibit A. Payment shall be made each month as documented, as payment in full for all services set forth in Exhibit A, which includes payment in full for any reasonable out-of-pocket costs and expenses. CONTRACTOR shall invoice COUNTY for services set forth in Exhibit A on a monthly basis (if work has been authorized and performed), by the 15th day of each month.

