

NIPM Item# 7.5

NEMATODE CONTROL PROGRAM – RESPONSIBILITIES & CONTRACT

All counties that will be performing nematode control services in FY 2004/05 must enter into an interagency agreement. The only exception is for work performed as a one-time service that does not exceed \$1000, e.g. soil fumigation supervision at a single nursery once during the fiscal year. Multiple visits to one or more nurseries do not constitute a one-time service and thus requires a contract.

Counties will be reimbursed for work performed at the rate of \$45.00 per hour or county rate, whichever is less, for the supervision and documentation of soil treatments, commodity will be reimbursed at the rate of \$20.00 per sample, or county rate, whichever is less. Counties must obtain approval to process samples prior to commencing sample processing.

Summary of Terms and Conditions

The Commissioner will perform soil treatment supervision, commodity treatment supervision, and commodity and/or soil sampling as required by the laws, regulations and procedures pertaining to the Nematode Control Program. The Commissioner will furnish all equipment, supplies and labor necessary to perform the work. The Commissioner shall provide an activity report on Nursery Stock Nematode Certification Report Form (64-086) to the Nursery Program monthly as this information is used to reimburse the laboratory for samples processed. Nursery Stock Nematode Certification Report Form (64-086) must accompany the billing statement(s).

Billing for work accomplished should be invoiced, in duplicate, on county letterhead annually. Invoice shall include contract number, nursery name, dates of work performed, hours expended, sample numbers (if samples taken), as well as the number of samples.

The State may 1) audit county nematode control records, including time sheets and vehicle mileage during normal business hours and 2) perform inspections of soil treatment supervision, commodity treatment supervision, and/or nematode sampling within the county.

Counties will be reimbursed for work performed at the rate of \$35.00 per hour or county rate, whichever is less, for the supervision and documentation of soil treatments, commodity treatments, and commodity or soil sampling. Counties performing nematode sample processing will be reimbursed at the rate of \$20.00 per sample, or county rate, whichever is less. **Counties must obtain approval to process samples prior to commencing sample processing.**

A sample of the Contract (NIPM Item # 7.6) gives all the details of terms and conditions and the contract language.