



October 9, 2025

Dear Fish and Wildlife Committee,

I am writing to provide a formal update on our *Pocket Guide to Bay Area Reptiles* project, and to respectfully request an extension of time for its completion.

Project Overview

This project has been a collaborative effort involving more than 15 dedicated volunteers from across the Bay Area, including researchers, biologists, citizen scientists, wildlife educators, wildlife photographers, and a graphic designer. Our collective goal has been to create an accessible, visually engaging, and scientifically accurate field guide that highlights the 30 reptile species of the Bay Area.

Although the work has taken longer than anticipated, we are proud of the progress we've made. All aspects of the guide have been completed entirely through volunteer time, which extended our original timeline but ensured a high-quality and community-driven end product.

Printing Challenges and Timeline Adjustment

We originally planned to print 3,000 four-panel guides with our \$7,200 grant award. Unfortunately, the printing company that provided the original quote is no longer available. After extensive research, we have partnered with Waterford Press (<https://www.waterfordpress.com/>), a publisher that specializes in durable, nature-focused pocket guides.

Due to changes in vendor and guide format, our final product will be a six-panel, full-color guide — more comprehensive than originally scoped — with a print run of 2,000 copies at a total cost of \$8,470. We are currently securing the additional \$1,270 required through private donations.

Waterford Press's next available print run is scheduled for February 2026, with delivery expected later that spring. This places final distribution of the guides in Spring 2026, several months beyond our original project timeline.

Request for Extension

Given these developments, we respectfully request an extension of our project deadline to June 30, 2026, to allow for printing, shipping, and initial distribution.

We remain deeply committed to the success of this project and confident that the final guide will serve as a lasting educational resource for the Bay Area community. We appreciate your continued support and flexibility as we navigate these final stages.

Please let us know if any additional documentation is needed to process this request. We are happy to provide any materials required.

Thank you again for your understanding and support.

Sincerely,
Audra Barrios

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