



Monterey County Board of Supervisors

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Board Order

A motion was made by Supervisor Chris Lopez, seconded by Supervisor Mary L. Adams to:

| | |
|---|--|
| Agreement No.: A-15573 ; Amendment No. 1 | Denise Duffy & Associates, Inc. |
| Agreement No.: A-15574 ; Amendment No. 1 | Harris & Associates, Inc |
| Agreement No.: A-15575 ; Amendment No. 1 | Rincon Consultants, Inc |

- a. Approve and authorize the Contracts/Purchasing Officer or their designee to execute Amendments No. 1 with Denise Duffy & Associates, Inc. (DDA) (A-15573), Harris & Associates, Inc. (Harris) (A-15574), and Rincon Consultants, Inc. (Rincon) (A-15575) to increase the not to exceed amount of each agreement by \$60,000 for a total amount not to exceed of \$260,000 for each agreement to continue providing on-call planning consultant services for projects located in Monterey County to become effective upon execution with no change to the term of November 1, 2021 to October 31, 2024; and
- b. Authorize the Contracts/Purchasing Officer or their designee to execute up to three (3) additional amendments to each Agreement, each extending the term by one year, where the additional cost of each Amendment does not exceed 10% (\$26,000) of the contract amount of \$260,000, bringing the total maximum cumulative cost increase to \$78,000 per Agreement and potential overall Agreement aggregate not to exceed amount to \$338,000 for each agreement, subject to review and approval by County Counsel.

PASSED AND ADOPTED on this 19th day of September 2023, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez Askew, and Adams
NOES: None
ABSENT: None

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting September 19, 2023.

Dated: September 21, 2023
File ID: A 23-420
Agenda Item No.: 34

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

Emmanuel H. Santos

Emmanuel H. Santos, Deputy

**AMENDMENT NO. 1
TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE COUNTY OF MONTEREY AND
DENISE DUFFY & ASSOCIATES, INC.**

THIS AMENDMENT NO. 1 to Professional Services Agreement No. A-15573 between the County of Monterey, a political subdivision of the State of California (“County”) and Denise Duffy & Associates, Inc. (“CONTRACTOR”), is hereby entered into between the County and the CONTRACTOR (collectively, the “Parties”) and effective as of the last date opposite the respective signatures below;

WHEREAS, CONTRACTOR entered into Professional Services Agreement No. A-15573 with the County on November 2, 2021 (“Agreement”) to provide On-Call Planning Consultant Services through October 31, 2024, for an amount not to exceed \$200,000; and

WHEREAS, the Parties wish to further amend the Agreement to increase the total not to exceed amount of \$200,000 by \$60,000 for a new not to exceed amount of \$260,000 without change to the term of the Agreement.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. Amend the second sentence of Paragraph 2.0, PAYMENTS BY COUNTY, to read as follows:

The total amount payable by County to CONTRACTOR under this Agreement shall not exceed the sum of \$260,000.

2. Amend the first sentence of Exhibit A – Scope of Services/Payment Provisions, section B. PAYMENT PROVISIONS, B.1 COMPENSATION/PAYMENT to read as follows:

County shall pay an amount not to exceed \$260,000 for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work.

3. All other terms and conditions of the Agreement, including all Exhibits thereto, remain in full force and effect.
4. This Amendment No. 1 shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.

Amendment No. 1 to Professional Services Agreement A-15573
Denise Duffy & Associates, Inc.
On-Call Planning Consultant Services RFQ #10786
Housing and Community Development
Term: November 1, 2021 – October 31, 2024
Not to Exceed: \$260,000

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment No. 1 to the Agreement which shall be effective as of the last date opposite the respective signatures below.

COUNTY OF MONTEREY

CONTRACTOR*

By: DocuSigned by: Angelica Ruelas
4D077E70457 Contracts Purchasing Manager

Date: 9/25/2023

**Approved as to Form
Office of the County Counsel
Leslie J. Girard, County Counsel**

By: DocuSigned by: Reed Gallogly
5C29050B5BA Deputy County Counsel

Date: 8/28/2023

Approved as to Fiscal Provisions

By: DocuSigned by: Jennifer Forsyth
4E7E657875A Auditor/Controller

Date: 8/28/2023

By: DocuSigned by: Denise Duffy
(Signature of Chief, President or Vice President)

Denise Duffy, President
(Print Name and Title)

Date: 8/24/2023

By: DocuSigned by: Denise Duffy
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)

Denise Duffy, Secretary
(Print Name and Title)

Date: 8/24/2023

*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

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