

**SECOND AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
WITH
REGIONAL GOVERNMENT SERVICES**

THIS SECOND AMENDMENT is made and entered into this ____ day of November, 2022, by and between the CITY OF FORT BRAGG, a municipal corporation, 416 N. Franklin Street, Fort Bragg, California 95437 (“City”), and REGIONAL GOVERNMENT SERVICES, a California Joint Powers Authority, PO Box 1350, Carmel Valley, CA 93924 (“Consultant”).

WHEREAS, the City and Consultant entered into a Professional Services Agreement (“Contract”) on December 2, 2021 in the amount of \$34,900.00; and

WHEREAS, the Contract states that Consultant will perform a citywide classification and compensation study as described in Consultant’s Scope of Work attached to the Contract as Exhibit A; and

WHEREAS, on June 13, 2022, the City and Consultant entered into a First Amendment to the Contract to extend the time of performance and term of the Contract; and

WHEREAS, the parties desire to amend the Contract to modify the Scope of Work to add additional project tasks, as set forth in Exhibit A attached hereto;

WHEREAS, the cost of the additional work described in Exhibit A is \$6,500.00, bringing the total sum of the project Not to Exceed \$41,400.00; and

WHEREAS, the additional \$6,500.00 in compensation is approximately 18.62% of the total contract; and

WHEREAS, per Fort Bragg Municipal Code Section 3.20.060, the City Manager’s signing authority for change orders may not exceed 10% of the approved contract; and

WHEREAS, the parties desire to extend the completion date of the project and termination date of the contract to January 31, 2023 and April 30, 2023 respectively; and

NOW, THEREFORE, for the aforementioned reasons and other valuable consideration, the receipt and sufficiency of which is acknowledged, City and Consultant hereby agree that the Professional Services Agreement for the citywide classification and compensation study, is hereby amended as follows:

1. SERVICES PROVIDED BY CONSULTANT

Paragraph 1.1 (Scope of Work) is hereby amended to add the additional professional services described in **Exhibit A** attached hereto.

2. COMPENSATION AND BILLING

Paragraph 2.1 (Compensation) is hereby amended to state that Consultant’s total compensation shall not exceed **Forty-one Thousand Four Hundred Dollars (\$41,400.00)**.

3. TIME OF PERFORMANCE

Paragraph 3.1 (Commencement and Completion of Work) is hereby amended to extend the time of completion of the project to **January 31, 2023**.

4. TERM AND TERMINATION

Paragraph 4.1 (Term) is hereby amended to extend the expiration date of the Contract to **April 30, 2023**.

5. Except as expressly amended herein, the Professional Services Agreement, between the City and Consultant dated December 2, 2021, is hereby reaffirmed.

IN WITNESS WHEREOF, the parties have executed this Amendment the day and year first above written.

CITY

CONSULTANT

By: _____
Peggy Ducey
Its: City Manager

By: _____
Richard H. Averett
Its: Executive Director

ATTEST:

APPROVED AS TO FORM:

By: _____
June Lemos, MMC
City Clerk

By: _____
Jordyn Bishop
Counsel for Consultant RGS

APPROVED AS TO FORM:

By: _____
Keith F. Collins
City Attorney

EXHIBIT A



**REGIONAL
GOVERNMENT
SERVICES**

SERVING PUBLIC AGENCIES SINCE 2002

ADDITIONAL SCOPE OF WORK FOR CLASSIFICATION AND COMPENSATION STUDY

Classification and Compensation Study	Additional Costs
Conduct a secondary class study for Human Resources Analyst classification	\$600
Complete the collection of data, analyze market data, and conduct internal alignment analysis of non-benchmark classes and those without sufficient market data.	\$1,700
Prepare job descriptions for one complete class series, and create template job descriptions.	\$1,300
Develop draft and final classification and compensation study report.	\$1,600
Presentations of findings and recommendations to the Classification & Compensation Committee, City Council, and other designated groups.	\$1,300
ESTIMATED NTE AMENDMENT:	\$6,500

A handwritten signature in cursive script that reads 'Patty Howard'.

Patty Howard
Lead Advisor, Classification and Compensation
REGIONAL GOVERNMENT SERVICES