



Contract Number

24-961-A-2

SAP Number

In-Home Supportive Services

**Department Contract Representative
Telephone Number**

Julie West
(909) 387-2462

Contractor

VRC Companies, LLC DBA Vital
Records Control

**Contractor Representative
Telephone Number**

Brian Vandegrift
(661) 857-7314

Contract Term

October 8, 2024 through June 30, 2026

Original Contract Amount

Not to Exceed \$1,100,000

Amendment Amount

N/A

Total Contract Amount

Not to Exceed \$1,100,000

Cost Center

Grant Number (if applicable)

N/A

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 2

It Is hereby agreed to amend Contract No. 24-961, effective September 23, 2025 as follows:

SECTION 2. ,VENDOR SERVICES, FEES, AND RELEVANT DATES

Amend Section 2., Paragraph D. to read as follows:

- D. The term of this agreement shall be extended from the original contract term of October 8, 2024 through October 7, 2025, to a revised contract end date of June 30, 2026. The County acknowledges that it will not unreasonably withhold approval of the Vendor's requests for extensions of time in which to complete the work required. The Vendor shall not be responsible for performance delays caused by others or delays beyond the Vendor's reasonable control (excluding delays caused by non-performance or unjustified delay by Vendor, his/her/its employees, or subcontractors), and such delays shall extend the time for performance of the work by the Vendor.

SECTION 3., STANDARD TERMS AND CONDITIONS

Amend Section 3., Paragraph X to read as follows:

- X. Electronic Signature — This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

All other terms and conditions of Contract No. 24-961 remain in full force and effect.

IN WITNESS HEREOF, the parties have each caused their authorized representative to execute this Agreement.

SAN BERNARDINO COUNTY

►

Dawn Rowe, Chair, Board of Supervisors

Dated: _____
SIGNED AND CERTIFIED THAT A COPY OF THIS
DOCUMENT HAS BEEN DELIVERED TO THE
CHAIRMAN OF THE BOARD

Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County

By _____
Deputy

VRC Companies, LLC DBA Vital Records Control
(Print or type name of corporation, company, contractor, etc.)

By ► _____
(Authorized signature - sign in blue ink)

Name Brian Vandegrift
(Print or type name of person signing contract)

Title Sr. Vice President of Digital Sales
(Print or Type)

Dated: _____

Address 28486 Westinghouse Place, Ste. #130
Valencia, CA 91355

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
► Jacqueline Carey-Wilson, Deputy County Counsel	► Lisa Rivas-Ordaz, Contracts Manager	► Sharon Nevins, Director
Date _____	Date _____	Date _____