

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

21-171 A-1

SAP Number

San Bernardino County Fire Protection District

Department Contract Representative	Dan Munsey
Telephone Number	(909) 387-5779
Contractor	San Bernardino County Purchasing Department
Contractor Representative	Stephanie Shea
Telephone Number	
Contract Term	March 3, 2021, through June 30, 2031
Original Contract Amount	Annual Fiscal Year Amount Not-to-Exceed \$200,000; with Total Contract Amount Not-to-Exceed \$1,067,000
Amendment Amount	\$1,000,000
Total Contract Amount	Not to Exceed \$2,067,000
Cost Center	
Grant Number (if applicable)	Not applicable

AMENDMENT NO. 1

The San Bernardino County Fire Protection District (SBCFPD) and San Bernardino County, through its Purchasing Department (Purchasing), agree to amend the terms of the Agreement No. 21-171 (Agreement), as follows:

- Section 1 of the Agreement is DELETED in its entirety and REPLACED with the following:
 - The maximum amount of payment by SBCFPD to Purchasing for the services under this Agreement shall not exceed \$2,067,000. The annual fiscal year maximum not-to-exceed amount shall be \$200,000.
- Section 2 of the Agreement is DELETED in its entirety and REPLACED with the following:
 - SBCFPD shall reimburse Purchasing within forty-five (45) days after SBCFPD's review and approval of Purchasing invoices/transfers. Purchasing will prepare quarterly transfers for reimbursement of actual labor costs for one full-time Buyer III (R56) under this Agreement, plus any incidental or training costs.

3. Section 4 of the Agreement is DELETED in its entirety and REPLACED with the following:

4. PURCHASING SPECIFIC RESPONSIBILITIES

Purchasing shall assign a Fire Buyer who provides the following services:

- a. Process SBCFPD contracts and purchase orders to ensure they are bid and awarded in compliance with legal and policy requirements, with Fire Buyer's emphasis on formal solicitations and complex bids.
- b. Research market trends, products, and suppliers in order to develop and recommend strategic procurement plans and savings opportunities.
- c. Identify efficiencies and potential savings related to aggregation of volume purchasing.
- d. Ascertain efficient and economical options for disposal of equipment.
- e. Meet and coordinate with existing and potential vendors.
- f. Recognize and be familiar with new product offerings and arrange for samples and/or demonstrations as requested by SBCFPD.
- g. Assist in the development of specifications and statements of work.
- h. Respond to supplier questions during solicitation processes.
- i. Facilitate evaluations, tabulate scores, prepare recaps, and make award recommendations.
- j. Negotiate terms and conditions, develop and amend contracts with input from SBCFPD staff, and enforce compliance with contracts.
- k. Process documents in the electronic procurement system, with appropriate segregation of duties, and coordinate Purchasing's review of Board Agenda Items.
- l. Provide procurement training to SBCFPD staff.
- m. Maintain central procurement responsibilities one day per week.
- n. Attend bi-weekly meetings or as needed with the SBCFPD Chief Financial Officer and Finance Officer to discuss common issues and solutions and provide updates.

4. Section 5 of the Agreement is DELETED in its entirety and REPLACED with the following:

5. SBCFPD RESPONSIBILITIES

- a. SBCFPD will provide office space and equipment for the Fire Buyer to perform his/her duties while assigned to work at SBCFPD.
- b. SBCFPD agrees to request work of the Fire Buyer that is consistent with County classification.
- c. SBCFPD will provide access to information, staff, and historical records necessary to complete procurement duties, and will assist with appropriate clerical support to accomplish workload.
- d. SBCFPD staff will initiate activities consistent with that of County departments, leading to or resulting from procurement functions performed by the Fire Buyer (e.g. requisitions, creation of contracts in SAP, receipts, processing of invoices, and providing purchase order reports for year-end closures etc.)
- e. SBCFPD will make every reasonable accommodation for the Fire Buyer to attend Purchasing meetings and professional development.

6. Section 7 of the Agreement is DELETED in its entirety and REPLACED with the following:

7. GENERAL PROVISIONS

- a. The Fire Buyer reports to the Purchasing Department. All direction related to procurement activity is under the purview of the Purchasing Director, including any disciplinary action.
- b. Input from SBCFPD will be considered in the prioritization and execution of procurement duties.
- c. The Fire Buyer shall provide regular status updates regarding procurement items and notices of any abnormal, irregular, or modified work schedule, including deviations from standard hours or schedule changes that may affect coordination of procurement activities to the SBCFPD Finance Officer-Fiscal Services and Revenue Recovery or designee.
- d. Neither party will use or disclose confidential information for any purpose other than carrying out the obligations under this Agreement.

7. Section 9 of the Agreement is DELETED in its entirety and REPLACED with the following:

9. Unless this Agreement is terminated early, the term of this Agreement is from March 3, 2021, through June 30, 2031. Sections 2 and 10, herein, shall survive the termination of this Agreement.

8. All other terms of the Agreement shall remain in full force and effect.

9. This Amendment No. 1 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 Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other mail 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 Agreement upon request.

IN WITNESS WHEREOF, Amendment No. 1 has been executed and approved and is effective and operative as to each of the parties are herein provided.

SAN BERNARDINO COUNTY

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Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 09 2026

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIR OF THE BOARD

By  Lynn Monell
Clerk of the Board of Supervisors
San Bernardino County

SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT

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Dawn Rowe, Chair, Board of Directors

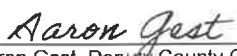
Dated: JUN 09 2026

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIR OF THE BOARD

By  Lynn Monell, Secretary
Deputy

COUNTY USE ONLY

Approved as to Legal Form

► 
Aaron Gest, Deputy County Counsel

Date 6/5/26

Reviewed for Contract Compliance

►

Date

Reviewed/Approved by Department

►

Date