

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



Contract Number
22-352 A-2

SAP Number
N/A

Sheriff/Coroner/Public Administrator

Department Contract Representative	Carolina Mendoza, Chief Deputy Director of Sheriff's Administration
Telephone Number	(909) 387-0640
Contractor	Darlene J. Martens
Contractor Representative	-----
Telephone Number	On-File
Contract Term	09/29/2021 – 09/28/2026
Original Contract Amount	\$38.95 per hour
Amendment Amount	\$45.00 per hour (current rate per terms of the Contract)
Total Contract Amount	-----
Cost Center	4427201000
Grant Number (if applicable)	-----

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 2

San Bernardino County ("County") and Darlene J. Martens ("Contractor") agree that Contract No. 22-352 ("the Contract") for Contractor to provide services as a Sheriff's Registered Dietitian to the County's Sheriff/Coroner/Public Administrator, is hereby amended effective September 27, 2025, as follows:

- 1) To replace Section III. TERM, AMENDMENTS AND TERMINATION in its entirety, with a new Section III. TERM, AMENDMENTS AND TERMINATION, which shall read as follows:

III. TERM, AMENDMENTS AND TERMINATION

This Contract shall be effective September 29, 2021, and shall remain in effect through September 28, 2026, subject to the termination provisions below. The Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff are authorized to execute amendments to the Contract to extend the term for a

maximum of one successive one-year period upon satisfactory performance of the Contractor. Notwithstanding the foregoing, either party may terminate this Contract at any time without cause with a fourteen (14) day prior written notice to the other party. This Contract may be terminated for just cause immediately by the Sheriff/Coroner/Public Administrator. Contractor shall serve at the pleasure of the Sheriff/Coroner/Public Administrator, or his/her designee, who shall have the full authority and discretion to exercise County rights under this paragraph.

This Amendment No. 2, and if applicable, any subsequent amendments, 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 Amendment No. 2. The parties shall be entitled to sign and transmit an electronic signature of this Amendment No. 2 (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 Amendment No. 2 upon request.

Except as amended, all other terms and conditions of this Contract remain as the same.

Signatures on the next page

IN WITNESS WHEREOF, San Bernardino County and the Contractor have each caused the Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

►
Rick Bessinger, Undersheriff

Dated: _____

Darlene J. Martens

(Print or type name of corporation, company, contractor, etc.)

By ►
(Authorized signature - sign in blue ink)

Name Darlene J. Martens
(Print or type name of person signing contract)

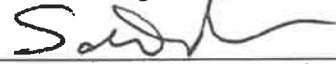
Title Sheriff's Registered Dietitian
(Print or Type)

Dated: _____

Address On-file

FOR COUNTY USE ONLY

Approved as to Legal Form

► 
Scott Runyan, Principal Assistant County
Counsel

Date 9/9/25

Reviewed for Contract Compliance

► _____

Date _____

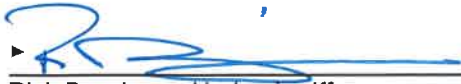
Reviewed/Approved by Department

►
Carolina Mendoza, Chief Deputy Director of
Sheriff's Administration

Date _____

IN WITNESS WHEREOF, San Bernardino County and the Contractor have each caused the Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

► 

Rick Bessinger, Undersheriff

Dated: 9/16/25

Darlene J. Martens

(Print or type name of corporation, company, contractor, etc.)

By Darlene Martens
Darlene Martens (Sep 11, 2025 13:38:25 PDT)

(Authorized signature - sign in blue ink)

Name Darlene J. Martens
(Print or type name of person signing contract)

Title Sheriff's Registered Dietitian
(Print or Type)

Dated: 09/11/25

Address On-file

FOR COUNTY USE ONLY

Approved as to Legal Form

►

Scott Runyan, Principal Assistant County Counsel

Date _____

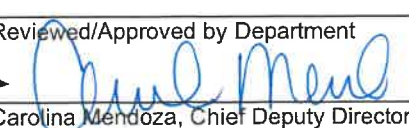
Reviewed for Contract Compliance

►

Date _____

Reviewed/Approved by Department

►


Carolina Mendoza, Chief Deputy Director of Sheriff's Administration

Date 9/17/2025



San Bernardino County
DELEGATED AUTHORITY – DOCUMENT REVIEW FORM
Department Signature

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors' action to execute agreements, amendments to agreements or grant applications/awards, on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel review (and Clerk of the Board as needed) prior to signature by designee. **For detailed instructions on delegated authority, reference Section 7.2 of the Board Agenda Item Guidelines.**

Department/Agency/Entity: Sheriff/Coroner/Public Administrator Due Back to Department By (Date): _____

Contact Name: Lili C. Flores Telephone: 387-0384

Agreement No.: 22-352 Amendment No.: 2 Date of Board Item: 5/24/22 Board Item No.: 97

Name of Contract Entity/Project Name: Employment Contract with Darlene K. Marten Sheriff's Registered Dietitian

Include information from the Board Agenda Item that delegates authority, a justification for approval by the specified authority and how it connects to the original recommendation. Also include a brief background on the request, including details as to what program is being served, documents that require signature, and any other pertinent information, such as dollar amounts, date changes and details that summarize the action requested. If additional space is needed, please attach a separate page.

On May 24, 2022 (Item No. 97), the Board of Supervisors approved Employment Contract No. 22-352 with Darlene J. Martens to provide services to the Sheriff/Coroner/Public Administrator (Department) as a Sheriff's Registered Dietitian, for the period of September 29, 2021 through September 28, 2024, with the option to extend the contract for a maximum of three one-year periods. In the same action, the Board authorized the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute those contract extensions.

Amendment No. 1 extended the contract through September 28, 2025.

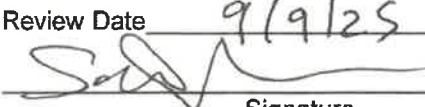
The Department is hereby requesting to exercise the second option to extend the contract for one additional year through September 28, 2026, for Darlene J. Martens to continue services as a Sheriff's Registered Dietitian.

Undersheriff Rick Bessinger will be executing Amendment No. 2 for this contract on behalf of the County.

Select the document proposed for signature, which must be submitted with this request:

- ☒ Standard County Contract ☐ Signed Coversheet and Non-Standard County Contract
☐ Grant Application ☐ Other:

Attach the Board Agenda Item that delegated the authority, copies of the initial document (agreement, grant award, etc.) and all subsequent amendments. Note: If there are numerous amendments, please contact the assigned County Counsel to determine if all amendments need to be attached.

Department Routed to County Counsel	County Counsel Name: Scott Runyan, Principal Assistant County Counsel	Date Sent: 9/8/25
Reviewing County Counsel Use Only	Review Date <u>9/9/25</u>  Signature	Determination: ☒ Within Scope of Delegated Authority ☐ Outside Scope of Delegated Authority; return to Department for preparation of agenda item
If the Board Agenda Item requires the document be returned to the Clerk of the Board, County Counsel will route the approved form and submission documents to <u>COB-Delegated Authority</u> with a cc to the department contact. Clerk of the Board will verify it meets the submission requirements and notify the department to transmit the executed hard copies within 30 days of execution. If the Board Agenda item does not require the document be returned to the Clerk of the Board, County Counsel will route the signed form back to the department.		

Note: This process should NOT be used to execute documents under a master agreement or template, construction contract change orders, or approval of documents under County Policies 11-15 and 11-16. Contact your assigned County Counsel for instructions related to review of these documents.