

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



Contract Number  
23-621-A-2

SAP Number

### Workforce Development Department

<b>Department Contract Representative</b>	Bradley Gates
<b>Telephone Number</b>	909-387-9856
<b>Contractor</b>	First Institute Training & Management, Inc.
<b>Contractor Representative</b>	Eric Beier
<b>Telephone Number</b>	On File
<b>Contract Term</b>	July 1, 2023 to June 30, 2026
<b>Original Contract Amount</b>	Aggregate Maximum Obligation Amount \$19,160,018
<b>Amendment Amount</b>	N/A
<b>Total Contract Amount</b>	Aggregate Maximum Obligation Amount \$19,160,018
<b>Cost Center</b>	571 695 2260

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 2 TO CONTRACT NO. 23-621**, entered by and between the San Bernardino County (County) on behalf of the Workforce Development Department (WDD) and First Institute Training & Management, Inc. (Contractor). County and Contractor are collectively referred as "Parties."

**WHEREAS**, the Parties entered into Contract No. 23-621 on July 1, 2023 for the delivery of the California Work Opportunity and Responsibility to Kids (CalWORKs) Subsidized Employment Program (CSEP), and

**WHEREAS**, the original term of the Contract commenced on July 1, 2023 and expired on June 30, 2024, and

**WHEREAS**, on June 25, 2024, the Parties entered into Amendment No. 1 to extend the term of the Contract through June 30, 2025 and increase the aggregate amount not-to-exceed compensation by \$15,126,330 to an aggregate maximum obligation amount of \$19,160,018, and

**WHEREAS**, the Parties desire to extend the term of the Contract through June 30, 2026, the aggregate amount not-to-exceed compensation shall remain unchanged, and

**NOW, THEREFORE**, in consideration of mutual covenants and conditions, the Parties agree as follows:

1. Section D is hereby deleted and replaced with the following:

This Contract is effective as of July 1, 2023 and expires June 30, 2026 but may be terminated earlier in accordance with provisions of this Contract. The Parties may extend this Contract for two one-year period(s) contingent upon Contractor performance and the availability of funding from the aforementioned state and/or federal funds, which extension shall be memorialized in writing signed by both Parties.

2. The parties agree that this Amendment No. 2 may be executed in counterparts, each of which shall be deemed to be an original, but both of which together shall constitute one and the same instrument, and that a photocopy or facsimile may serve as an original. If this Amendment No. 2 is executed in counterparts, no signatory hereto shall be bound until both the parties have fully executed a counterpart of this 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 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 No. 2 upon request.
3. All other terms and conditions of the Contract shall remain unchanged.

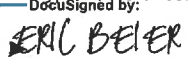
**IN WITNESS WHEREOF**, the San Bernardino County and the Contractor have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

**SAN BERNARDINO COUNTY**

DocuSigned by:  
  
940EA694B594485...  
Bradley Gates, Director

Dated: 06/23/2025 | 4:00 PM PDT

**FIRST INSTITUTE TRAINING & MANAGEMENT, INC.**

(Print or type name of corporation, company, contractor, etc.)  
DocuSigned by:  
B   
y 660BB5A47E5044A...  
(Authorized signature - sign in blue ink)


Name ERIC BEIER  
(Print or type name of person signing contract)


Title CEO  
(Print or Type)


Dated: 06/19/2025 | 3:38 PM PDT

Address 790 McHenry Ave  
Crystal Lake IL 60014

**FOR COUNTY USE ONLY**

Approved as to Legal Form  
  
Sophie A. Curtis, Deputy County Counsel  
Date 6-18-25

Reviewed for Contract Compliance  
  
Robert Chavez, Assistant Director  
Date 06/18/2025 | 11:23 AM PDT

Reviewed/Approved by Department  
  
Bradley Gates, Director  
Date 06/23/2025 | 4:00 PM PDT



## County of San Bernardino DELEGATED AUTHORITY – DOCUMENT REVIEW FORM

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors action to execute grant applications, awards, amendments or other agreements on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel and County Administrative Office review prior to signature by designee.

**Note: This process should NOT be used to execute documents under a master agreement or template, or for construction contract change orders. Contact your County Counsel for instructions related to review of these documents.**

Complete and submit this form, along with required documents proposed for signature, via email to the department's County Counsel representative and Finance Analyst. If the documents proposed for signature are within the delegated authority, the department will submit the requisite hard copies for signature to the County Counsel representative. Once County Counsel has signed, the department will submit the signed documents in hard copy, as well as by email, to CAO Special Projects Team for review. If approved, the department will be provided routing instructions as well as direction to submit one set of the executed documents to the Clerk of the Board within 30 days.

**For detailed instructions on submission requirements, reference Section 7.3 of the Board Agenda Item Guidelines as the Delegation of Authority does not eliminate the document submission requirements.**

Department/Agency/Entity: Workforce Development Department

Contact Name: Andrew Escobedo Telephone: 909-387-9822

Agreement No.: 23-621 Amendment No.: 2 Date of Board Item 6/25/24 Board Item No.: 118

Name of Contract Entity/Project Name: FITM - CalWORKs Subsidized Employment Program

**Explanation of request/Special Instructions:**

On June 27, 2023, the Board of Supervisors (Board) (Item No. 124), approved 6 contracts for subsidized employment services, each contract in an aggregate amount not to exceed \$4,033,688, for the period of July 1, 2023 through June 30, 2024. On June 25, 2024, the Board (Item No. 118), the Board approved Amendment No. 1 to the contracts, revising enrollment numbers, increasing the aggregate contract amount by \$15,126,330, from \$4,033,688 to \$19,160,018, extending the term by one year, for a contract period of July 1, 2023 through June 30, 2025, and delegating the authority to the Workforce Development Department Director to execute amendments to extend the term of these contracts for a maximum of three consecutive one-year periods, subject to review by County Counsel.

**Insert check mark that the following required documents are attached to this request:**

- Documents proposed for signature (Note: For contracts, include a signed non-standard contract coversheet for contracts not submitted on a standard contract form).
- Board Agenda item that delegated the authority

<b>Department Routed to County Counsel</b>	County Counsel Name: <u>Sophie Curtis</u>	Date Sent: <u>6-17-25</u>
<b>Reviewing County Counsel Use Only</b>	Review Date: <u>6-18-25</u>  <u>[Signature]</u> Signature	<b>Determination:</b> <input checked="" type="checkbox"/> Within Scope of Delegated Authority <input type="checkbox"/> Outside Scope of Delegated Authority
<b>CAO-Special Projects Use Only</b>	Review Date: <u>6/20/24</u>  <u>[Signature]</u> Signature	<b>Disposition:</b> <input checked="" type="checkbox"/> Route for signature to: ___ Chair ___ CEO <input checked="" type="checkbox"/> Department ___ Return to Department for preparation of agenda item