

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



**Contract Number**  
21-526 A-1

**SAP Number**

## Human Services

<b>Department Contract Representative</b>	Maria Tucci, Contracts Analyst
<b>Telephone Number</b>	(909) 387-2806
<b>Contractor</b>	George Potts
<b>Contractor Representative</b>	
<b>Telephone Number</b>	(909) 831-8235
<b>Contract Term</b>	July 21, 2021 to July 20, 2025
<b>Original Contract Amount</b>	Initial Hourly Rate \$21.48
<b>Amendment Amount</b>	
<b>Total Contract Amount</b>	Current Hourly Rate \$24.43
<b>Cost Center</b>	9031009900

### IT IS HEREBY AGREED AS FOLLOWS:

#### AMENDMENT NO. 1

It is hereby agreed to amend Contract No. 21-526, as follows:

#### SECTION III. TERM

**Amend to read as follows:**

This Contract shall be effective July 21, 2021, and is extended from its expiration date of July 20, 2024 to expire on July 20, 2025, subject to the termination provisions below. The Assistant Executive Officer of Human Services is authorized to execute amendments to the Contract to extend the term of this contract for a maximum of two (2) successive one (1) year periods. 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 County. Contractor shall serve at the pleasure of this appointment authority, who shall have the full authority and discretion to exercise County rights under this paragraph.





## 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: Children and Families Commission

Contact Name: Maria Tucci Telephone: (909) 387-2806

Agreement No.: 21-526 Amendment No.: 1 Date of Board Item 7/13/21 Board Item No.: 25

Name of Contract Entity/Project Name: Employment Contract Amendment for Children and Families Commission

**Explanation of request/Special Instructions:**

Children and Families Commission is requesting to execute Amendment No. 1, effective July 21, 2024, executing the option to extend the contract for an additional one year with no change to the annual contract amount (with the exception of increases for cost of living and appropriate step increases), via the delegation of authority authorized by the Board on July 13, 2021 (Item No. 25), with approval of Employment Contract with George Potts, Fiscal Assistant, Employment Contract No. 21-526. The total estimated annual cost of the are \$70,842 (\$50,514 Salary, \$20,328 Benefits) for the period of July 21, 2024 through July 20, 2025.

**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: Richard Luczak	Date Sent: 7/15/24
<b>Reviewing County Counsel Use Only</b>	Review Date <u>7/15/2024</u> DocuSigned by: <u>Richard Luczak</u> AFE4E689BC834DF... 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>7/17/24</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