

**SECOND AMENDMENT TO
PA AGREEMENT NO. 18-74 & BOS AGREEMENT NO. 18-030**

This Second Amendment to PA Agreement No. 18-74 and BOS Agreement No. 18-030 is entered into this 5TH day of June, 2018, by and between the COUNTY OF MENDOCINO, a political subdivision of the State of California, hereinafter referred to as "COUNTY" and William E. Schurtz, hereinafter referred to as "CONTRACTOR".

WHEREAS, PA Agreement No. 18-74 in the amount of \$50,000 was entered into on December 8, 2017; and

WHEREAS, BOS Agreement No. 18-030 was entered into on April 10, 2018 to extend the termination date of PA Agreement No. 18-74 from May 31, 2018 to June 30, 2018 and increase the maximum amount of PA Agreement No. 18-74 from \$50,000 to \$75,000; and

WHEREAS, upon execution of this document by the County of Mendocino and William E. Schurtz, this document will become part of the aforementioned contract and shall be incorporated therein; and

WHEREAS, it is the desire of the CONTRACTOR and COUNTY to increase the total contract set out in the original PA Agreement No. 18-74 and BOS Agreement No. 18-030 from seventy-five thousand dollars (\$75,000) to one hundred thousand dollars (\$100,000); and

WHEREAS, the scope of work under the original PA Agreement No. 18-74 and BOS Agreement No. 18-030 has been altered to include the Over Excavation Assessment and Remediation Program as listed in Exhibit A.

NOW, THEREFORE, we agree as follows:

1. The total contract amount set out in PA Agreement No. 18-74 and BOS Agreement No. 18-030 will be increased from seventy-five thousand dollars (\$75,000) to one hundred thousand dollars (\$100,000).
2. The scope of work listed in the original PA Agreement No. 18-74 and BOS Agreement No. 18-030 has been altered to include the Over Excavation Assessment and Remediation Program as listed in Exhibit A.

All other terms and conditions of PA Agreement No. 18-74 and BOS Agreement No. 18-030 shall remain in full force and effect.

IN WITNESS WHEREOF

DEPARTMENT FISCAL REVIEW:

J. McChondle 5/31/18
DEPARTMENT HEAD DATE

Budgeted: ☐ Yes ☒ No

Budget Unit: 2910

Line Item: 862189

Grant: ☐ Yes ☒ No

Grant No.: _____

CONTRACTOR/COMPANY NAME

By: William E. Schurtz

Date: 5/30/18

NAME AND ADDRESS OF CONTRACTOR:

William E. Schurtz

619 D Street

Petaluma, CA 94925

COUNTY OF MENDOCINO

By: Dan Hamburg
DAN HAMBURG, Chair
BOARD OF SUPERVISORS

JUN 07 2018

Date: _____

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement

ATTEST:

CARMEL J. ANGELO, Clerk of said Board

By: Karla Vant Hagen
Deputy
JUN 07 2018

I hereby certify that according to the provisions of Government Code section 25103, delivery of this document has been made.

CARMEL J. ANGELO, Clerk of said Board

By: Karla Vant Hagen
Deputy
JUN 07 2018

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:

KATHARINE L. ELLIOTT,
County Counsel

By: Katharine L. Elliott
Deputy

Date: 5/22/2018

INSURANCE REVIEW:

By: Carmel J. Angelo
Risk Management

Date: 5-30-18

EXECUTIVE OFFICE/FISCAL REVIEW:

By: Imelle Raw
Deputy CEO

Date: 5-30-18

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; \$50,001+ Board of Supervisors

Exception to Bid Process Required/Completed ☐

Mendocino County Business License: Valid ☐

Exempt Pursuant to MCC Section: _____

EXHIBIT A

DEFINITION OF SERVICES

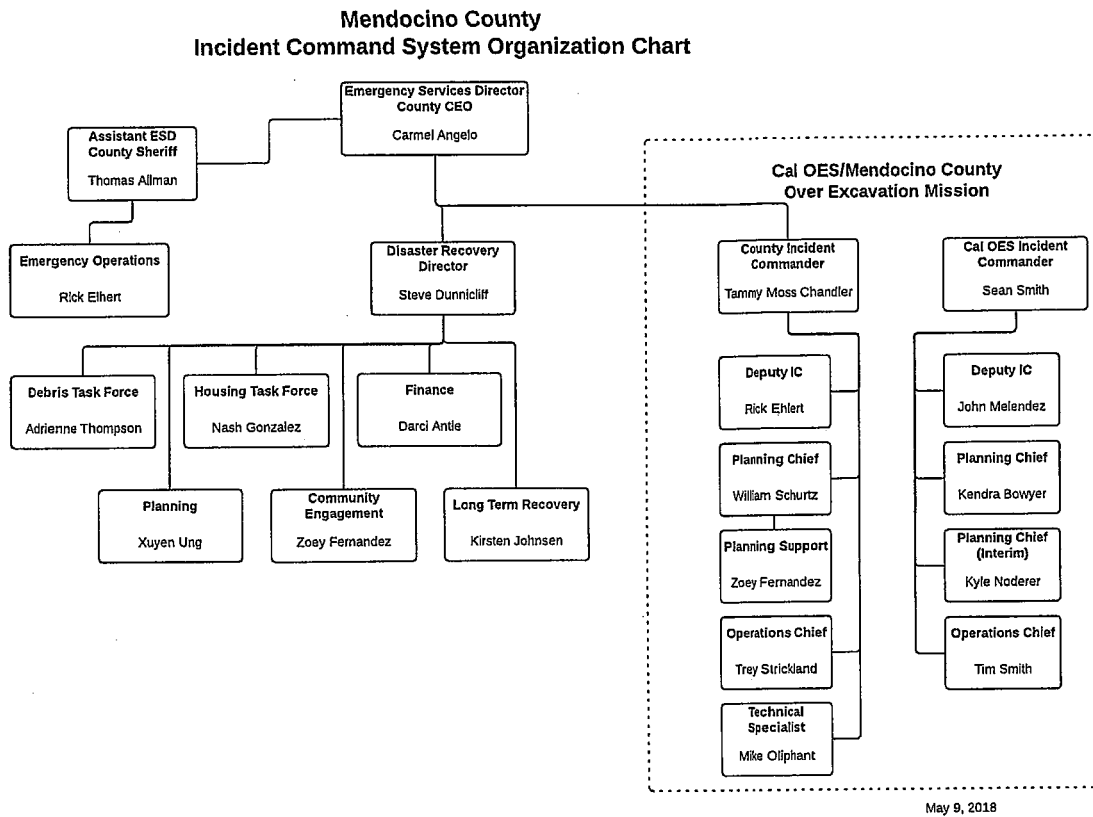
CONTRACTOR shall provide the following services:

1. Guide and assist COUNTY in reviewing internal strategies and procedures related to the exigent needs presented through the Redwood Complex Fire, making recommendations for improvement, and assisting in emergency response and recovery strategies for the CEO and Disaster Recovery Director
2. Provide consultation services which may include, but are not limited to: facilitation, planning, and designing of internal meetings, including facilitation of meetings, and assistance in the development of materials, research, data collection, analysis, and preparation of reports
3. Development of project management and community tools for the core functions of emergency response and recovery, including support of the county's emergency protective measures, strategic recovery frameworks, and immediate, short and long term recovery plans
4. Provide capacity building and development services, including but not limited to: executive management, change management skills, work plan development, and other services as directed by the CEO and Disaster Recovery Director
5. Special projects as determined by the CEO and Disaster Recovery Director.
6. Serve as the Planning Section Chief according to the Incident Command System Organization Chart in Attachment A1 for the County's Over Excavation Assessment and Remediation Program with CalOES
7. Coordinate and plan missions with CalOES Planning Section Chief on behalf of the County
8. Review and provide strategies to the County relating to completing the Over Excavation Assessment and Remediation Program
9. Work in coordination with County staff to develop data tracking system and support processes for the mission as identified in Attachment A2

[END OF DEFINITION OF SERVICES]

ATTACHMENT A1

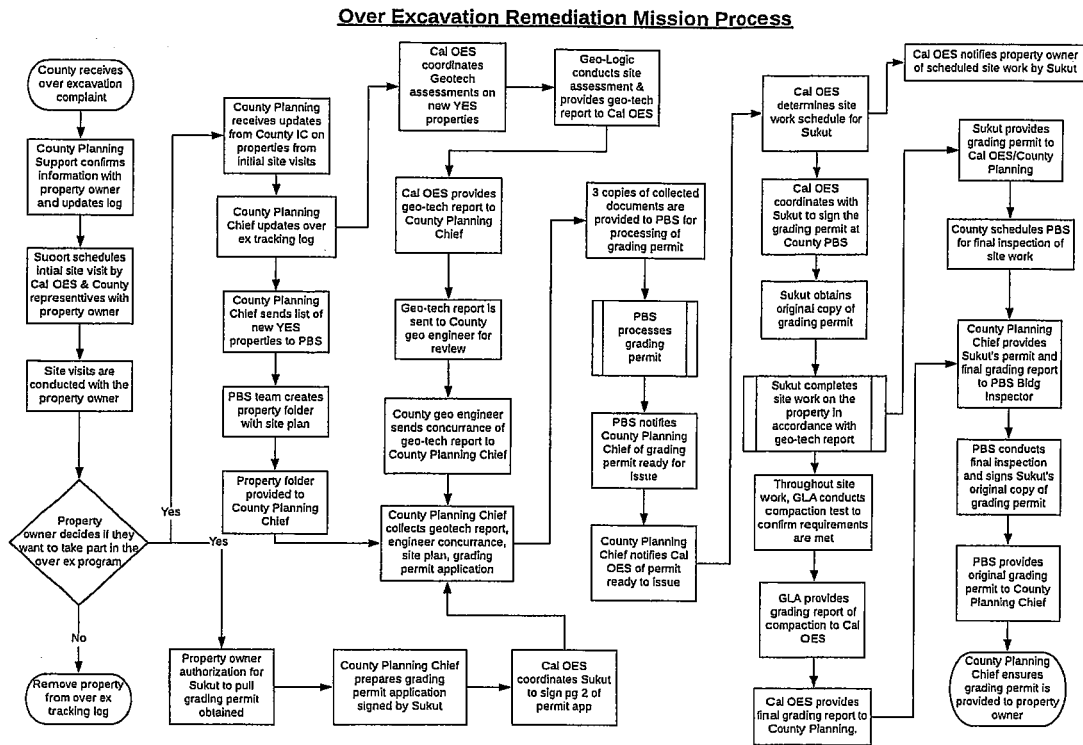
INCIDENT COMMAND SYSTEM ORGANIZATION CHART



May 9, 2018

ATTACHMENT A2

OVER EXCAVATION REMEDIATION MISSION PROCESS



5/18/2018