***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **n/a** | **Meeting Date:** | **May 21, 2024** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Sherry Lawson, CAO** | **Phone:** | **530-842-8005** |
| **Address:** | **1312 Fairlane Road, Ste 1, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Sherry Lawson - Deputy County Administrator** |
| **Subject/Summary of Issue:** |
| Staff is requesting a fifth addendum to Liebert Cassidy Whitmore Professionals Service Agreement. This addendum will exercise the County's option to extend the term of the Liebert Cassidy Whitmore professional services agreement for one year and change the agreement from a Not to Exceed to a Rate Contract.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 0.01 |  |  |  |  |
| Fund:  | Multi |  | Description: |       | Org.: |       | Description: |       |
| Account: |       |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: | Accounting 1001-101030 723000 and 6106 110012 723150 |
|       |
| **Recommended Motion:** |
| Approve the fifth addendum to the Liebert Cassidy Whitmore Professional Services Agreement extending the term for one year and modifying to a rate contract. Authorize the Auditor to establish budget as provided by the Department as needed.  |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021