***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **1 Min.** | **Meeting Date:** | **June 18, 2024** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Anna Hendricks** | **Phone:** | **842-8003** |
| **Address:** | **1312 Fairlane Rd, Suite 1** |
| **Person Appearing/Title:** | **Elizabeth Nielsen, Deputy County Administrator** |
| **Subject/Summary of Issue:** |
| Staff is seeking Board approval of the first Addendum to a contract with North State Security, deleting and replacing Exhibit A, Fee Schedule, and extending the terms of the contract through June 30, 2027 with two (2), one (1) year automatic renewals. Security needs in and around County offices can change due to varying factors, for example departmental activities, time of year, election season, etc. To ensure security coverage is adaptable to meet current needs, staff is requesting the Board to also authorize the CAO, or their designee, to approve necessary changes consistent with the scope of the Contract.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | Rate |  |  |  |  |
| Fund:  | Multi |  | Description: |  | Org.: | Multi | Description: |  |
| Account: | 723000 |  | Description: |  |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* Original contract was the result of a successful RFP process.  |
|       |
| Additional Information: |       |
| County-wide contract for security services |
| **Recommended Motion:** |
| Staff respectfully requests that the Board approves of the Addendum, authorizes Chair to sign, authorizes the Auditor to establish budget as necessary, and authorizes the CAO or her designee to modify security coverage 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