

**FIRST AMENDMENT TO STANDARD CONTRACT PY-24-002
BETWEEN THE WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY AND
RDA CONSULTING, SPC.**

This First Amendment ("First Amendment") is entered into as of the first day of May 2025, between the WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY ("WDB") and RDA CONSULTING, SPC, ("Contractor").

1. Recitals

- A. The parties entered into a contract dated July 1, 2024 (the "Contract"), for the Contractor to perform Regional Organizer and Regional Training Coordinator services for the North Bay Employment Connection through June 30, 2025.
- B. WDB now needs to increase the amount of the existing Contract for services to be performed through the end of the existing contract term of June 30, 2025.
- C. This First Amendment represents an increase of \$2,500 for continued services.
- D. The parties agree to amend the Contract as set forth below.

2. Service Agreement

A. Budget

Section 3 has been deleted in its entirety and replaced with:

The Maximum amount of this contract is \$87,500 (\$85,000 from the original contract; and \$2,500 for the First Amendment).

3. Project Budget Summary (Exhibit B)

A. The matrix in Exhibit B has been deleted in its entirety and replaced with:

DOCUMENTATION OF DELIVERY	DELIVERY PERIOD	Fee
Regional Organizer/Regional Training Coordinator Services	July 1, 2024 – June 30, 2025	\$87,500
TOTAL		\$87,500

B. Item 6 is deleted in its entirety and replaced with:

The maximum payment under the terms of this contract shall, under no circumstances, exceed **\$87,500** for the related expenses unless this contract is modified in accordance with Section 26 in Exhibit C.

Except as set forth in this First Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

Marion J. Aiken
Marion J. Aiken (Jun 26, 2025 09:51 PDT)

Marion Aiken, Interim Executive Director
Workforce Development Board of Solano County

Amalia Freedman

Amalia Freedman, CEO
RDA Consulting, SPC

Approved as to Form:

Kimberley Glover
Kimberley Glover (Jun 6, 2025 16:44 PDT)

Solano County Counsel

Approved for Solano County:

W.E.
William Emlen (Jun 26, 2025 09:11 PDT)

Bill Emlen, County Administrator
Solano County



County of Solano Contract Review Worksheet

Contract Number:
(Dept., Division, FY, #)
Authority:
 Dept Head Execute
 CAO Execute
 BOS Approval Required

NOTE: Please review all instructions on the back of this worksheet before you begin processing.

1. Department/Division: Workforce Development Board		2. Date: 5/14/25						
3. Contract Administrator: Heather Henry		4. Phone Ext: 707-863-3501						
5. Contract Attributes:		<input type="checkbox"/> Original Bid/RFP Required? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Sole Source Contract? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Bid/RFP No: FY-24-001 Date 4/3/24 Please attach copy of Bid/RFP or justification.						
<input type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Intergovernmental <input type="checkbox"/> Personal/Professional Svcs <input type="checkbox"/> Purchase of Goods <input type="checkbox"/> Lease <input type="checkbox"/> Construction <input type="checkbox"/> Other		<input checked="" type="checkbox"/> Amendment/Change Order Amendment/Change Order Number Contract No: PY-24-002 Date: 5/1/25 Please attach copies of original/amendments						
6. Description of Contract: <small>Amendment for additional contract funds for Regional Organizer and Regional Training Coordinator services for the North Bay Employment Connection within to current term period</small>								
7. Name of Contractor: RDA Consulting, SPC								
8. EIN SSN								
9. Is Contractor a California Public Pension Plan Retiree? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes: Name of Public Pension Plan: _____ Date of Retirement: _____								
10. Does Contractor have a personal relationship in a direct line of supervision in your Department? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please describe relationship: _____								
11. Does Contractor have a personal relationship with someone in another Department? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please provide Department and describe relationship: _____								
12. Effective Date: Original Contract: 7/1/24 This amendment: _____		13. Termination Date: 6/30/25 By this amendment: _____						
14. Contract Budget: Original Contract Amount: \$ 85,000 Total of Previous Amendments: \$ 0 Current Amendment: \$ 2,500 Total Amount of Contract \$ 87,500		15. Payment Terms: <table border="1"> <tr> <td><input type="checkbox"/> Prepaid</td> <td><input checked="" type="checkbox"/> Arrears</td> </tr> <tr> <td><input type="checkbox"/> Fixed</td> <td><input checked="" type="checkbox"/> Actual</td> </tr> <tr> <td><input type="checkbox"/> Estimate</td> <td></td> </tr> </table> 16. Source of Funds: <input checked="" type="checkbox"/> Fed/State Grant <input type="checkbox"/> Fed/State Funding <input type="checkbox"/> County Specify: _____ <small>_ Fed Catalog No:</small> <small>State Legislation: <input type="checkbox"/> AB <input checked="" type="checkbox"/> SB</small>	<input type="checkbox"/> Prepaid	<input checked="" type="checkbox"/> Arrears	<input type="checkbox"/> Fixed	<input checked="" type="checkbox"/> Actual	<input type="checkbox"/> Estimate	
<input type="checkbox"/> Prepaid	<input checked="" type="checkbox"/> Arrears							
<input type="checkbox"/> Fixed	<input checked="" type="checkbox"/> Actual							
<input type="checkbox"/> Estimate								
17. Fund: 903 Budget Unit: 7200 Sub-object: 3140		18. Current Appropriation Sufficient? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO						
19. Proposed Board of Supervisors Agenda Date, if required. Please attach agenda summary and ATR request.								
20. Remarks								
21. Signature Route: Email: tgallentine@solanowdb.org Department Contract Administrator: Tammy Gallentine								
Contractor Signatory Name (Informational only): _____ Email: _____ Email: lbender@solanowdb.org Department Head or Designee: Lauren Bender								
 Email: kgglover@solanocounty.com Kimberley Glover (Jun 5, 2025 16:44 PDT) County Counsel Reviewer: Kimberley Glover								
Email: _____ HR Analyst (for Contract Employees) or Risk Management (for insurance changes) Email: merichards@solanocounty.com CAO Analyst: Megan Richards								
 Email: wfemlen@solanocounty.com Authorizing Signature (CAO/DH): William Emlen								