

**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:

Bill Emlen

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

Bill Emlen, County Administrator  
Solano County



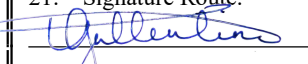




# County of Solano Contract Review Worksheet

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: <b>Workforce Development Board</b>		2. Date: <b>5/14/25</b>	
3. Contract Administrator: <b>Heather Henry</b>		4. Phone Ext: <b>707-863-3501</b>	
5. Contract Attributes:  <input checked="" 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 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 Date <b>4/3/24</b> Please attach copy of Bid/RFP or justification.  6. Description of Contract: Amendment for additional contract funds for Regional Organizer and Regional Training Coordinator services for the North Bay Employment Connection within to current term period	
		Amendment/Change Order Amendment/Change Order Number Contract No: <b>PY-24-002</b> Date: <b>5/1/25</b> Please attach copies of original/amendments	
		7. Name of Contractor: <b>RDA Consulting, SPC</b>	
		8. EIN <b></b> SSN <b></b>	
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: <b></b> Date of Retirement: <b></b>			
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: <b></b> 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: <b></b>			
11. Has County contracted with Contractor previously during this fiscal year? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Please list County department if other than the department listed on number 1 above. <b></b>			
12. Effective Date: Original Contract: <b>7/1/24</b> This amendment: <b></b>		13. Termination Date: <b>6/30/25</b> By this amendment: <b></b>	
14. Contract Budget: Original Contract Amount: \$ <b>85,000</b> Total of Previous Amendments: \$ <b>0</b> Current Amendment: \$ <b>2,500</b> Total Amount of Contract \$ <b>87,500</b>		15. Payment Terms: <input type="checkbox"/> Prepaid <input checked="" type="checkbox"/> Arrears <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Actual <input type="checkbox"/> Quarterly <input type="checkbox"/> Estimate <input type="checkbox"/> Progress <input type="checkbox"/> Other	
		16. Source of Funds: <input checked="" type="checkbox"/> Fed/State Grant <input type="checkbox"/> Fed/State Funding <input type="checkbox"/> County Specify: <b></b> _ Fed Catalog No: State Legislation: <input type="checkbox"/> AB <input type="checkbox"/> SB <b></b>	
17. Fund: <b>903</b> Budget Unit: <b>7200</b> Sub-object: <b>3140</b>		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. <b></b>			
20. Remarks			
21. Signature Route:  Department Contract Administrator <b>Tammy Gallentine</b> Email <b>tgallentine@solanowdb.org</b>  Contractor Signatory Name <b></b> (Informational only) Email <b></b>   Department Head or Designee <b>Lauren Bender</b> Email <b>lbender@solanowdb.org</b>   County Counsel Reviewer <b>Kimberley Glover</b> Email <b>kkglover@solanocounty.com</b>			
		HR Analyst (for Contract Employees) or Risk Management (for insurance changes) <b></b>   CAO Analyst <b>Megan Richards</b> Email <b>merichards@solanocounty.com</b>   Authorizing Signature (CAO/DH) <b>William Emlen</b> Email <b>wfemlen@solanocounty.com</b>	