

**CITY OF RICHMOND
CONTRACT AMENDMENT**

Department:	Project Manager:
Project Manager E-mail:	Project Manager Phone No:
P.R. No:	Vendor No:
P.O./Contract No:	
Description of Services:	
Amendment No. ____ modifies the: (2nd or subsequent amendments attach Amendment History page)	
<input type="checkbox"/> Term, Payment Limit and Service Plan	<input type="checkbox"/> Payment Limit and Service Plan
<input type="checkbox"/> Term and Service Plan	<input type="checkbox"/> Service Plan

The parties to this Contract Amendment do mutually agree and promise as follows:

1. Parties. The parties to this Contract Amendment are the City of Richmond, California, a municipal corporation (City), and the following named Contractor:

Company Name: _____

Street Address: _____

City, State, Zip Code: _____

Contact Person: _____

Telephone: _____

Email: _____

Business License No: _____

/ Expiration Date: _____

A California ☐ corporation, ☐ limited liability corporation ☐ general partnership, ☐ limited partnership, ☐ individual, ☐ non-profit corporation,
☐ individual dba as [specify:] _____
☐ other [specify:] _____

2. Purpose. This Contract Amendment is being entered into to amend the Contract between City and Contractor which was approved by the City Council of the City of Richmond or executed by the City Manager on _____, which **original** term commenced on _____ and terminates _____ with an **original** contract payment limit of \$ _____. Said contract shall hereinafter be referred to as the "Original Contract" and is incorporated herein by reference.

3. Original Contract Provisions. The parties hereto agree to continue to abide by those terms and conditions of the Original Contract, and any amendments thereto, which are unaffected by this Contract Amendment.

4. Amendment Provisions. This Contract Amendment is subject to the Amendment Provisions attached hereto, which are incorporated herein by reference, and which control over any conflicting provisions of the Original Contract, or any amendment thereto.

5. City of Richmond Business License Active Status Maintained. Pursuant to Municipal Code Section 7.04.030, the Contractor must maintain its City of Richmond business license for this Contract Amendment to be deemed to be in effect.

6. Insurance Coverage Updated and Maintained. Pursuant to the Original Contract, the Contractor shall provide the City with updated insurance certificates, and the Contractor shall maintain insurance coverage, for this Contract Amendment to be deemed to be in effect.

7. Signatures. These signatures attest the parties' agreement hereto:

CITY OF RICHMOND, CALIFORNIA
a municipal corporation

CONTRACTOR:

By _____

(*The Corporation Chairperson of the Board, President or Vice-President should sign on the line below.)

Title:

By _____

I hereby certify that the Original Contract and this Amendment have been approved by the City Council or executed by the City Manager.

Title: _____

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign on the line below.)

By _____
City Clerk

By: _____

Title: _____

Approved as to form:

By _____
City Attorney

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit organization, this Contract (1) should be signed by the Chairperson of the Board, President or Vice-President and the Chief Financial Officer, Secretary or Assistant Secretary; (2) should have both signatures conform to designated representative groups pursuant to Corporations Code Section 313.

List of Attachments:

1. Amendment Provisions
2. Updated Insurance Certificates

AMENDMENT PROVISIONS (TERM, PAYMENT LIMIT AND SERVICE PLAN)

1. Paragraph 2 (Term) of the Original Contract is hereby amended to extend the Contract term. Paragraph 2 of the Original Contract is amended to read as follows:

"2. Term. The effective date of this Contract is

(Insert original contract commencement date)

and it terminates

_____.
(Insert new contract termination date)

unless sooner terminated as provided herein."


2. Paragraph 3 (Payment Limit) of the Original Contract is hereby amended to increase the payment limit by \$_____. Paragraph 3 of the Original Contract is amended to read as follows:

"3. Payment Limit. City's total payments to Contractor under this Contract shall not exceed \$_____ including expenses."

"The City of Richmond shall not pay for services that exceed the Contract Payment Limit without the prior written approval of the City Manager if the total Contract amount does not exceed \$10,000 or without the prior approval of the City Council if the total Contract amount is over \$10,000."

3. The Service Plan (Exhibit A) of the Original Contract is hereby amended to include the following tasks and/or services:

Exhibit A - 2023 & 2024 Budget Proposal

Prepared For: Date Submitted 11/21/2022	City of Richmond Port 1322 Canal St Richmond, CA 94804 Craig Murray <i>Development Project Manager II</i> SITE LOCATION: 1322 Canal St Richmond, Ca 94804  Contact: Anthony Morrell Client Manager Cell Phone: 925.230.7117 : Office: 510.839.4041 : Fax: 925.332.7271 2023 Security Budget Job # 147019	Total Weekly Hours <div style="background-color: #e0e0e0; padding: 5px; border: 1px solid black;">56</div>
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		2023 Proposed Pay-Bill Rates*							
Hours Per Week	Personnel	Pay Rate	Bill Rate	OT/Holiday Bill Rate	Base Weekly Cost	Holiday Differential	Holiday Cost**	Base Monthly Cost	Base Annual Cost
40	Security Professional	\$ 17.50	\$ 33.16	\$ 49.73	\$ 1,326.22	\$ 24.87	\$ 1,790.40	\$ 5,762.43	\$ 69,149.11
16	Security Professional	\$ 17.50	\$ 33.16	\$ 49.73	\$ 530.49	\$ 24.87	\$ 1,790.40	\$ 2,304.97	\$ 27,659.64

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Base Weekly Cost	\$ 1,856.71
Base Monthly Cost	\$ 8,067.40
Est. Medical Monthly Cost	\$ 770.56
Est. Monthly Vacation Cost	\$ 331.56
Est. Monthly Sick Pay Cost	\$ 110.52
Site phone - Billed As Incurred	\$ 150.00
Est. Monthly Vehicle Cost - Billed As Incurred	\$ 1,097.25
MONTHLY ESTIMATED COST	\$ 8,469.73
Base Annual Cost	\$ 96,808.76
Est. Annual Holiday Cost	\$ 3,580.79
ANNUAL EST COST INCLUDED BILL AS INCURRED & HOLIDAYS	\$ 101,636.80

*** 2023 Rates Increase**

Pay Increase \$1.00 per hour As Mandated Under the Newly Ratified Union Collective Bargaining Agreement Effective January 01, 2023

Included in Rate Items:

Sick: Up to five sick days per SP per year as stipulated in CBA (Estimated Average 40 hours used per employee per year for budget)

Vacation: The following is the schedule of maximum vacations as prescribed under the Union CBA and employees' anniversary dates; 1 year continuous services - 5 days (40 hours), 3 years continuous services - 10 days (80 hours), 6 years continuous services - 15 days (120 hours), 15 years continuous services - 20 days (160 hours)

Medical: Depending on employee electives as stipulated in CBA, Estimated Cost: Single (\$770.56), Emp. Plus 1 (\$1,416.12), Family (\$2,086.68)

Billed as Incurred Items:

Holidays: Nine (9) Union-recognized paid holidays (New Year's Day, MLK Day, President's Day, Labor Day, Juneteenth, Independence Day, Memorial Day, Thanksgiving, and Christmas Day as required under the Collective Bargaining Agreement. All time worked on these days are billed at Time and A Half Rate. Security Professional that are scheduled to work, but do not due to modified holiday schedules will be paid and bill at straight time.

Site Phone

\$150.00

Vehicle

\$ 1,097.25

SPECIAL COVERAGE REQUEST: All Requests for additional coverage (not listed above) shall be billed at a rate of time and one half or a minimum of \$48 per hour


NOTE: Paid-parental-leave-ordinance will be billed as incurred should an employee use the benefit.

Client Name:/Signature: _____

Date: _____

Prepared For: Date Submitted 11/28/2022	City of Richmond Port 1322 Canal St Richmond, CA 94804 <i>Craig Murray</i> Development Project Manager II	Total Weekly Hours 56
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SITE LOCATION:
1322 Canal St
Richmond, Ca 94804

 *There for you.*

Contact: Anthony Morrell Client Manager
Cell Phone: 925.230.7117 : Office: 510.839.4041 : Fax: 925.332.7271

2024 Security Budget
Job # 147019

		2023 Proposed Pay-Bill Rates*								
Hours Per Week	Personnel	Pay Rate	Bill Rate	OT/Holiday Bill Rate	Base Weekly Cost	Holiday Differential	Holiday Cost**	Base Monthly Cost	Base Annual Cost	
40	Security Professional	\$ 18.50	\$ 35.36	\$ 53.05	\$ 1,414.58	\$ 26.52	\$ 1,909.69	\$ 6,146.37	\$ 73,756.41	
16	Security Professional	\$ 18.50	\$ 35.36	\$ 53.05	\$ 565.83	\$ 26.52	\$ 1,909.69	\$ 2,458.55	\$ 29,502.56	

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Base Weekly Cost

\$ 1,980.42

Base Monthly Cost

\$ 8,604.91

Est. Medical Monthly Cost

\$ 770.56

Est. Monthly Vacation Cost

\$ 353.65

Est. Monthly Sick Pay Cost

\$ 117.88

Site phone - Billed As Incurred

\$ 150.00

Est. Monthly Vehicle Cost - Billed As Incurred

\$ 1,097.25

MONTHLY ESTIMATED COST

\$ 9,027.13

Base Annual Cost

\$ 103,258.97

Est. Annual Holiday Cost

\$ 3,819.38

ANNUAL EST COST INCLUDED BILL AS INCURRED & HOLIDAYS

\$ 108,325.60

*** 2024 Rates Increase**

Pay Increase \$1.00 per hour As Mandated Under the Newly Ratified Union Collective Bargaining Agreement Effective January 01, 2024

Included in Rate Items:

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Client Name:/Signature: _____

Date: _____