

CITY OF FOSTER CITY

CONTRACT AMENDMENT NO. THREE (3)

DATE: May 20, 2024

ACCOUNT NO. 001-1210-415-4251

PROJECT NAME: Recruitment and HR Support Services

TO: It's Personnel Consulting, Inc.

CHANGE REQUESTED BY: It's Personnel and City of Foster City

Based on mutual agreement, It's Personnel Consulting, Inc. and City of Foster City agree to amend the original Agreement dated July 21, 2022 ("Agreement") pursuant to Section 4 of the Agreement to add additional work for specified amounts, which are identified as follows:

ORIGINAL CONTRACT AMOUNT	\$ 20,000
AMOUNT OF CONTRACT AMENDMENT NO. ONE (1) (Dated May 22, 2023)	\$ 29,000
AMOUNT OF CONTRACT AMENDMENT NO. TWO (2) (Dated August 21, 2023)	\$ 101,000
AMOUNT OF CONTRACT AMENDMENT NO. THREE (3)	\$ 60,000
REVISED CONTRACT AMOUNT	\$ 210,000

It's Personnel Consulting and the City of Foster City agree that additional work shall be added to Exhibit A, Scope of Work, in the Agreement for the services of an HR Director as described below and attached hereto and hereinafter incorporated as Attachment 1:

Task #2: Additional HR Services	\$ 60,000
1. To add additional hours for an expert in Risk Management and Workers Comp. Consultant shall be billed at \$175/hour.	
2. Various HR Services until new Human Resources Manager is hired	
Subtotal	\$ 60,000
REVISED CONTRACT AMOUNT	\$ 210,000

Except as specifically modified herein, all other terms and provisions in the Agreement shall remain unchanged.

It's Personnel have given careful consideration to the work proposed and hereby agree, if this proposal is approved, to provide all equipment, furnish all materials except as may

otherwise be noted above, and to perform all services necessary for the work above specified, and to accept as full payment therefore the prices shown above.

IN WITNESS WHEREOF, the City of Foster City and It's Personnel Consulting, Inc. have executed this Third Amendment to the Agreement, which shall be effective as of May 20, 2024, regardless of when it is executed.

CITY OF FOSTER CITY

DATE: _____

PATRICK SULLIVAN, MAYOR

ATTEST:

DATE: _____

PRISCILLA SCHAUS, CITY CLERK

APPROVE AS TO FORM:

DATE: _____

BENJAMIN STOCK, CITY ATTORNEY

IT'S PERSONNEL:

DATE: _____

REBECCA BURNSIDE, PRINCIPAL

Attachment 1

Additional HR services (approximately 342 hours) which include:

- Determine options for Workers Compensation administration
- Review self-insurance limits and recommend changes if necessary
- Review property and liability claim administration processes and recommend changes based on best practice
- Investigation services
- Classification research and market analysis