

OCTOBER 18, 2016

LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS
FIRE CHIEF

October 6, 2016

BOARD OF FIRE COMMISSIONERS
FILE NO. **16-117**

TO: Board of Fire Commissioners

FROM: *RMT* Ralph M. Terrazas, Fire Chief

SUBJECT: FIRST AMENDMENT TO AGREEMENT C-127704 – PARTNERS IN DIVERSITY, INC.

| | | | |
|---------------|-----------------------------------|---|------------------------------------|
| FINAL ACTION: | <input type="checkbox"/> Approved | <input type="checkbox"/> Approved w/Corrections | <input type="checkbox"/> Withdrawn |
| | <input type="checkbox"/> Denied | <input type="checkbox"/> Received & Filed | <input type="checkbox"/> Other |

SUMMARY

The Los Angeles Fire Department (LAFD) entered into an Agreement (C-127704) with Partners in Diversity, Inc. on June 23, 2016 for temporary accounting and auditing support. Due to prolonged staffing shortage in the Administrative Services Bureau, LAFD requires continued services from Partners in Diversity, Inc. Such as-needed assistance has been a continuing need to meet peak workload demands.

The LAFD desires in this First Amendment to increase the maximum compensation amount of the Agreement from \$140,000 to \$190,000. The contract will be funded through LAFD's Contractual Services Account.

RECOMMENDATIONS

That the Board:

Approve, and transmit to the Mayor in accordance with Executive Directive 3, the First Amendment with Partners in Diversity, Inc., for temporary staffing services on an as-needed basis.

FISCAL IMPACT

The Los Angeles Fire Department has identified funds in its Contractual Services Account to cover expenses related to this Agreement.

Board report prepared by Stewart Young, Management Analyst II, Administrative Services Bureau.

Attachment

**FIRST AMENDMENT TO AGREEMENT NO. C-127704
BETWEEN
THE CITY OF LOS ANGELES
AND
PARTNERS IN DIVERSITY, INC.**

This Agreement (hereinafter referred to as "AGREEMENT") is made and entered into by and between the City of Los Angeles, a municipal corporation (hereinafter referred to as "CITY"), acting by and through the Los Angeles Fire Department (hereinafter referred to as "LAFD"), and Partners in Diversity, Inc. (hereinafter referred to as "CONTRACTOR") with reference to the following:

WHEREAS, the LAFD requires temporary accounting and auditing; and

WHEREAS, the provision of seasonal, temporary staff support for the LAFD is most efficiently handled through a contractual arrangement between the CITY and a personnel services agency; and

WHEREAS, pursuant to Los Angeles City Charter Section 1022, the CITY has determined that the work can be performed more economically or feasibly by independent contractors than by CITY employees; and

WHEREAS, the necessary funds are available in the LAFD budget and the funds have been appropriated for such purpose; and

WHEREAS, the Parties entered into Agreement C-127704, on June 23, 2016, wherein CONTRACTOR agreed to provide temporary staff support for the LAFD; and

WHEREAS, the CITY desires in this First Amendment to increase the maximum compensation amount by \$50,000, which increases the maximum compensation from \$140,000 to \$190,000; and

NOW, THEREFORE, in consideration of the above premises and of the covenants and representation set forth below the parties covenant and represent as follows:

Section VII, COMPENSATION AND METHOD OF PAYMENT, Paragraph A, is hereby amended to read:

- A.** The CONTRACTOR shall be paid as compensation for complete and satisfactory performance of the terms of this AGREEMENT, an amount not to exceed one hundred and ninety thousand dollars (\$190,000), to be paid based on the pricing schedule of services, listed in Exhibit A, which is attached to this AGREEMENT and incorporated herein. The

LAFD makes no guarantee of work or minimum amount of payment to CONTRACTOR.

Except as herein amended, all other terms and conditions of this AGREEMENT shall remain unchanged.

(Signature Page to Follow)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

DATE: _____

For: THE CITY OF LOS ANGELES

By: _____

Ralph M. Terrazas
Fire Chief
Los Angeles Fire Department

DATE: _____

For: PARTNERS IN DIVERSITY,
INC.

By: _____

Arlene M. Apodaca
Vice President

APPROVED AS TO FORM:
MICHAEL N. FEUER, City Attorney

ATTEST:
HOLLY L. WOLCOTT, City Clerk

By: _____

Laurel L. Lightner
Assistant City Attorney

By: _____

Deputy City Clerk

DATE: _____

DATE: _____

City Business Tax Registration Certificate: _____

Agreement Number: _____