



June 7, 2018

Ms. Dulce Alonso
Management Analyst
County of San Benito
481 4th Street
Holister, CA 95023

Re: Second Amendment to Agreement to Provide a User Fee Study Services

Dear Ms. Alonso:

Per the County's request, and based on your correspondence with our staff, enclosed is the second amendment to the original Professional Services Agreement for Impact Fee services, dated December 2016. The original amendment was executed to add the User Fee Study to the original Impact Fee Study.

The purpose of the following second amendment is to extend the term of the agreement as well as include additional consulting services that are necessary due to the increased time duration of the project, and additional work necessary due to staffing changes at the County. Tasks and budget associated with this work are outlined in the attached amendment.

If the amended terms are acceptable, please sign and email the amendment to our contract administrator at nstormon@willdan.com; a fully executed copy will be returned, via email.

We look forward to continuing to serve the County of San Benito and working with you and your staff. If you have any questions, please feel free to contact me directly at (800) 755-6864 or via email to CFisher@willdan.com.

Sincerely,

WILLDAN FINANCIAL SERVICES

A handwritten signature in blue ink, appearing to read 'Chris Fisher', is written over a light gray rectangular background.

Chris Fisher
Vice President – Group Manager
Financial Consulting Services

SECOND AMENDMENT TO AGREEMENT

The agreement between the County of San Benito and Willdan Financial Services, dated December 13, 2016, (hereinafter, the "Agreement") is amended as follows:

- A. Section 1 entitled "Duration of Contract" is amended as follows:
1. To a new termination date of December 31, 2018.
- B. Section 3 entitled "Compensation for Services" is amended to include:
1. Additional fees for services related to User Fee Study services in the amount of four thousand nine hundred eighty (\$4,980) dollars.
 - a. The additional fees will serve to complete the following tasks in Attachment A entitled "Scope of Services."
 - Work with staff to complete the analysis on fees related to Planning, Building, and Code Enforcement, which additional work is necessary due to staffing changes at the County.
 - Create, refine, and finalize the User Fee Report, to include the updated analysis and results.
 - Prepare and present Final Report to County Board of Supervisors for adoption.
 - b. Any additional onsite visits/meetings other than the adoption meeting referenced in the "Scope of Services" will be billed at \$990 per visit day.

All other terms, fees and conditions contained in the Agreement shall remain in full force and effect. Executed on June____, 2018.

COUNTY OF SAN BENITO

WILLDAN FINANCIAL SERVICES

By: _____

By: _____
Chris Fisher
Vice President – Group Manager