



## County of El Dorado, Department of Human Resources

**Joseph Carruesco, Director of Human Resources**

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To: Honorable Board of Supervisors

From: Joseph Carruesco  
Director of Human Resources

Date: July 23, 2024

Subject: Retroactive Amendment II to Agreement 6922 with Occu-Med LTD for  
Professional Occupational Health Consulting

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The purpose of this memorandum is to provide an explanation for a retroactive Amendment II to Agreement 6922 with Occu-Med LTD.

Agreement 6922 has been in place with Occu-Med LTD for professional occupational health consulting since January 2023. CAO Central Fiscal and Risk Management initiated Amendment I in February 2024 to increase the not to exceed amount of the Agreement. When processing the amendment, the fee schedule (Exhibit B) was also updated per the vendor's request. Exhibit B in the original Agreement included a second page to that exhibit, which included costs for fitness-for-duty exams and other services. When Exhibit B was updated with Amended Exhibit B in Amendment I, this second page was inadvertently omitted during the draft review process and was not included as part of the final amendment that was approved by the Board of Supervisors. Unfortunately, this error was not caught, and Amendment I was executed with the missing page on June 11, 2024.

The County's Risk Management division has ongoing fit for duty services with Occu-Med LTD that cannot be paused while we work to complete Amendment II. Amendment II to Agreement 6922 will re-attach the updated second page of Exhibit B, which will allow for the services to be paid retroactive to June 11, 2024. There is no increase to compensation or any other changes made to the Agreement.

Please do not hesitate to reach out if you have any questions or require any further information.

*Joseph Carruesco*

Joseph Carruesco (Jul 23, 2024 15:03 PDT)

# Retroactive Memo - Amendment II to Agreement 6922 with Occu Med LTD

Final Audit Report

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