



## Legislation Text

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**File #:** 24-0359, **Version:** 1

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District Attorney's Office recommending the Board:

- 1) Make findings that in accordance with El Dorado County Ordinance Code, Chapter 3.13.030 (B) that specialty skills and qualifications not expressly identified in County classifications are involved in the performance of the work; and
- 2) Approve and authorize the Purchasing Agent to execute retroactive Amendment I to Agreement 8050 with Nick Warner Consulting LLC, increasing the not-to-exceed amount by \$6,000 back to November 1, 2023, making the new not-to-exceed amount \$16,000.

**FUNDING:** Department of Justice Asset Forfeiture Funds.

### **DISCUSSION / BACKGROUND**

On September 19, 2023, the Board approved Legistar item 23-1448 authorizing the use of Department of Justice Asset Forfeiture Funds for Professional Development Consulting Services provided by Nick Warner Consulting in the amount of \$10,000 for Fiscal Year (FY) 2023-24. As a result, Agreement 8050 with Nick Warner Consulting LLC was executed for a one-year term beginning September 22, 2023 with a not-to-exceed of \$10,000, for advanced professional development and business coaching services.

Throughout the process of the vendor's services, the costs of services exceeded the \$10,000 threshold as of November 2023 due to the need for additional management team meetings and virtual coaching sessions above and beyond what was originally anticipated. Since completing the overall service and project within a timely manner was crucial, services were continued without disruption through the end of December 2023, resulting in exceeding the not-to-exceed amount by \$6,000.

The proposed retroactive Amendment I to Agreement 8050 will increase the not-to-exceed amount by \$6,000 back to November 1, 2023, making the new not-to-exceed amount \$16,000. As of December 31, 2023, the project is deemed completed and no further services shall be provided to the County.

### **ALTERNATIVES**

Should the Board decline to approve Amendment I to Agreement 8050 with Nick Warner Consulting LLC, the DA's Office will be unable to issue payment to the vendor for the services completed after October 31, 2023.

### **PRIOR BOARD ACTION**

09/19/2023 Legistar item 23-1448 - The Board approved the use of Department of Justice Asset Forfeiture Funds for Professional Development Consulting Services provided by Nick Warner Consulting in the amount of \$10,000 for FY 2023-24.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel and Risk Management.

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

The DA's FY 2023-24 budget includes appropriations for the additional \$6,000 and will be paid with the Department of Justice Asset Forfeiture Funds.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Forward the fully executed Amendment to Kelley Lawrie with the Chief Administrative Office.

**STRATEGIC PLAN COMPONENT**

Workforce Excellence

Priority: Enhance Employee Retention

Action Item: Attract and retain the best employees by providing competitive compensation, training, and advancement opportunities, and creating a positive and thriving culture

**CONTACT**

Vern Pierson, District Attorney