

COUNTY OF NEVADA
DEPARTMENT OF HUMAN RESOURCES

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: January 10, 2017

TO: Board of Supervisors

FROM: Charlie Wilson, Director of Human Resources

SUBJECT: Resolution Authorizing Execution of Amendment One to Contract with Riitta Herwitz Design Support, LLC (Resolution 16-315) for the Purpose of Correcting Schedule of Charges for the Period July 1, 2016 to June 30, 2019

RECOMMENDATION: Approve the attached resolution.

FUNDING: Funding for this agreement is included in the 2016-2017 budget. There is no additional funding required as a result of this amendment.

BACKGROUND: The original contract with Riitta Herwitz executed in June, 2016, neglected to include language the parties agreed to regarding the schedule of charges. The Contractor works with the media and arranges for placement of advertisements as requested by County. The Contractor charges the County a flat fee for working with the advertisers and passes the actual advertising media costs of the ads to the County. Language in the original contract neglected to permit the contractor to pass along the actual cost of the ads to the County.

“Non-commissionable media” and “commissionable media” are deleted because recruitment advertising media is placed via the web. In the past, large publications would provide a commission to an advertising agency or firm to place an ad with their publication. This form of compensation is no longer prevalent in the recruitment advertising business due to the internet.

The changes included in this item were contemplated in the original construction of the contract and result in a neutral impact on the required funding for the contract. We are exchanging one form of payment for the other as a result of the changes.

Your consideration of this amendment request is appreciated and approval of this resolution is recommended.

Item Initiated and Approved by: Charlie Wilson, Director of Human Resources

Submitted Date: December 5, 2016