

## **STAFF REPORT**

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**DATE:** February 28, 2022  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Shelly Valenton, VP, Integrated Services and Strategic Initiatives/  
Chief of Staff  
**SUBJ:** APPROVING THE THIRD AMENDMENT TO THE PERSONAL  
SERVICES CONTRACT WITH ELIZABETH HORN

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Approving the Resolution will amend the Personal Services Contract for Elizabeth Horn, extending the contract through June 30, 2022, and will increase the total consideration to \$124,320.00.

### FISCAL IMPACT

There is a cost of \$ \$24,320 associated with this Third Amendment for Fiscal Year (FY) 2022. Full funding for the PSC Contract extension is budgeted and included in the Information Technology Operating Budget.

### DISCUSSION

Under the General Manager/CEO's authority, SacRT entered into a Personal Services Contract with Elizabeth Horn on December 11, 2020 for project coordination and assistance with SacRT's Information Technology projects and initiatives. In this role, Ms. Horn provides procurement, finance, and project assistance for IT Operations and Agency-wide technology projects. SacRT has a continuing need for Ms. Horn's services to support the growth of the agency's technology and cybersecurity needs.

Staff recommends that the Board approve the Third Amendment to the PSC contract increasing the total Contract consideration by \$24,320 from \$100,000 to \$124,320, modifying the scope of work, and extending the term of the Contract to June 30, 2022.

RESOLUTION NO. 2022-02-011

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

February 28, 2022

**APPROVING THE THIRD AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH ELIZABETH HORN**

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Third Amendment to Personal Services Contract between Sacramento Regional Transit District and Elizabeth Horn, whereby the total consideration is increased by \$24,320 from \$100,000 to \$124,320, the scope of work is modified, and the term of the Contract is extended to June 30, 2022, is hereby approved.

THAT, the General Manager/CEO is hereby authorized and directed to sign said Third Amendment.

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STEVE MILLER, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Tabetha Smith, Assistant Secretary