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1	SECOND AMENDMENT TO AGREEMENT NO. 35473		
2	35473		
3	THIS SECOND AMENDMENT TO AGREEMENT NO. 35473 is made and		
4	entered, as of November 28, 2022 for reference purposes only, pursuant to a minute order		
5	adopted by the City Council of the City of Long Beach at its meeting on May 21, 2019, by		
6	and between BLAIS & ASSOCIATES, INC., a Texas corporation ("Contractor"), with a		
7	place of business at 74545 Irvine Center Drive, Irvine Business Ctr., Suite 200, Irvine, CA		
8	92618, and the CITY OF LONG BEACH, a municipal corporation ("City").		
9	WHEREAS, City requires specialized services requiring unique skills to be		
10	performed in connection with grant writing services; and		
11	WHEREAS, City and Contractor (the "Parties") entered into Agreement No.		
12	35473 (the "Agreement") whereby Contractor agreed to provide these services; and		
13	WHEREAS, the Parties entered into a First Amendment to extend the term		
14	of the Agreement for one (1) additional one-year period and update rates and charges		
15	reflected in Exhibit "B"; and		
16	WHEREAS, the Parties currently desire to extend the term of the contract for		
17	an additional one-year period and update the rates and charges reflected in Exhibit "B-1";		
18	NOW, THEREFORE, in consideration of the mutual terms, covenants, and		
19	conditions herein contained, the Parties agree as follows:		
20	1. Section 2. of the Agreement is hereby amended to read as follows.		
21	"2. <u>TERM</u> . The term of this Agreement shall commence at midnight on		
22	January 1, 2020, and shall terminate at 11:59 p.m. on December 31, 2023, unless sooner		
23	terminated as provided in this Agreement, or unless the services or the Project is		
24	completed sooner. The City shall have the option to extend the term for one (1) additional		
25	one-year period, at the discretion of the City Manager. This Agreement shall not be		
26	extended past May 21, 2024 without authorization of the City Council.		

27 2. Exhibit "B-1" to the First Amendment to Agreement 35473 is hereby
28 amended and replaced with Exhibit "B-2", attached hereto and incorporated herein.

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1 3. Except as expressly modified herein, all of the terms and conditions 2 contained in Agreement No. 35473 are ratified and confirmed and shall remain in full force 3 and effect. IN WITNESS WHEREOF, the parties have caused this document to be duly 4 5 executed with all formalities required by law as of the date first stated above. 6 BLAIS & ASSOCIATES, INC., a Texas corporation 7 DECEMBER 7 8 , 2022 By Name ORDAN 9 Title CEO 10 DECEMBER 7 2022 By WHITTEN Name ATA 11 GU TitleDIRECTOR OPERATIONS OF CHARLES PARKIN, City Attorney 411 West Ocean Boulevard, 9th Floor Lond Beach, CA 90802-4664 OFFICE OF THE CITY ATTORNEY 12 "Contractor" 13 CITY OF LONG BEACH, a municipal 14 corporation 15 flecember 9 Sindu F. Japan 2022 By 16 City Manager **EXECUTED PURSUANT** 17 "City" TO SECTION 301 OF 18 This Second Amendment to Agreement No. 35423GHAppGHARTER to form on 19 December 7 , 2022. 20 CHARLES PARKIN, City Attorney 21 By __ 22 Deputy 23 24 25 26 27 28 2 TMA:kad A19-07091 (11-28-22) 01462550.docx

EXHIBIT "B-2"

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STANDARD FEE SCHEDULE

Description	Fee
Professional Services	Fixed Fee
External Consultants (e.g., BCA analysis)	Cost – no markup
Mileage	Prevailing standard IRS rate
Travel (tolls, taxi, airfare, hotel)	Cost – no markup
Printing, Copying, Binding, etc.	Cost – no markup
Shipping, Express Mail, or Courier	Cost – no markup

Blais & Associates (B&A) performs work on a fixed fee not-to-exceed basis. Each project is independently and carefully analyzed to determine a projected scope of work. B&A then provides a fixed fee not-to-exceed quote for client review and approval prior to beginning work. Any additional one-off requests or activities that fall outside of the scope of work are performed and billed at a blended billing rate of \$125 per hour. This streamlined approach enables B&A to serve as a good steward of the City's capital resources and be the most efficient and effective grant services provider possible. B&A reserves the right to adjust rates annually to align with the cost of doing business. All external consultant fees and direct out-of-pocket direct expenses are billed at cost (no markup).

Our proposed rates shall remain firm for a period of 90 calendar days from the date of submission of this fee schedule. Invoices are provided monthly, payable within 30 days after receipt.

B&A actively integrates the following "cost saving" practices into its operational procedures:

- All out-of-pocket expenses are billed at cost, with zero markup to our clients.
- B&A utilizes company discounted commercially available printing services (e.g., Staples), as needed, for bulk printing, copying, and binding support, which significantly reduces required direct costs.
- B&A utilizes company discounted commercially available shipping and delivery services (e.g., FedEx, UPS, or USPS), as needed, for delivery of hard copy materials, which significantly reduces required direct costs.
- B&A can, at your request, provide receipts for all direct expenses.



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