

55. Approve amendment to agreement with Sikich, LLC for Federal Emergency Management Agency Public Assistance Cost Recovery Support extending the term through project completion, and take related actions ()



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Office of Response, Recovery and Resilience

Subject: Approve Amendment to Agreement with Sikich, LLC

Meeting Date: June 24, 2025

Formal Title: Approve amendment to agreement with Sikich, LLC for Federal Emergency Management Agency Public Assistance Cost Recovery Support extending the term through project completion, and take related actions

Recommended Actions

1. Approve amendment to agreement 25C4955 with Sikich, LLC to extend the agreement term through project completion; and
2. Authorize the Director of the Office of Response, Recovery & Resilience (OR3) to execute the amendment.

Executive Summary

OR3 requests approval to amend the County's agreement with Sikich, LLC to extend the term beyond the current expiration of June 30, 2025. The extension is necessary to ensure completion of Federal Emergency Management Agency (FEMA) Public Assistance (PA) cost recovery activities related to the 2023 and 2024 federally declared disasters. While the agreement scope and not-to-exceed amount of \$500,000 remain unchanged, additional time is needed due to significant nationwide delays in FEMA's obligation processes.

Discussion

On August 27, 2024, the Board ratified an agreement with Sikich, LLC to provide technical assistance with FEMA-PA cost recovery efforts. Since then, Sikich has supported the County in preparing documentation, conducting cost analyses, and coordinating with FEMA and California Office of Emergency Services (CalOES) to secure eligible reimbursements. These services are critical to advancing the County's financial recovery from recent major disasters.

Despite progress, the time required to reach FEMA Public Assistance (PA) project obligation has extended well beyond initial projections, due in part to FEMA-wide processing delays that are affecting jurisdictions nationwide. Extending the agreement term through project completion will allow Sikich to continue supporting FEMA PA cost recovery project closeout activities, appeals, reconciliations, and documentation required for FEMA to obligate and CalOES to disburse eligible funding.

Sikich's assistance strengthens internal systems for cost tracking and compliance and supports County staff to improve long-term PA cost recovery outcomes. Continued partnership with Sikich will help ensure the County receives all eligible reimbursements while meeting federal documentation standards.

Financial Impact

There is no change to the not-to-exceed amount of \$500,000 associated with this amendment. Funds are fully encumbered in OR3's professional services budget (GL

186000/Object 62381).

Strategic Initiatives

Equity Framework - County Facilities & Infrastructure
Comprehensive Health & Safety

Submitted By:

David Reid, Director

Recommended By:

Carlos J. Palacios, County Executive Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.

AMENDMENT NO. 1 TO AGREEMENT 25C4955

The parties hereto agree to amend Agreement (Contract No. 25C4955 dated June 1, 2024, by and between the COUNTY OF SANTA CRUZ (“COUNTY”) and Sikich, LLC (“CONTRACTOR”) in the manner described below.

Continuation of Federal Emergency Management Agency (FEMA) Public Assistance (PA) Cost Recovery Consulting Support for the 2023 and 2024 Federally Declared Disasters through project completion of tasks two (2) and three (3). CONTRACTOR has experienced significant and ongoing delays in the FEMA PA cost recovery process, and as a result, the timeline for obligation of both completed and anticipated project work has extended significantly beyond initial expectations. This delay is part of a broader, nationwide FEMA challenge affecting jurisdictions across the country. As such, it is necessary to retain the continued services of CONTRACTOR to provide critical technical support and subject matter expertise in advancing COUNTY’s disaster cost recovery efforts for 2023 and 2024 Federally Declared Disasters. Extension of the Contract through project completion for both disasters is needed to ensure CONTRACTOR has sufficient time to complete all necessary documentation, coordination, and closeout activities associated with FEMA project obligations which are subject to evolving federal timelines and requirements beyond COUNTY’s control.

1. Section 3. Term is hereby amended to read as follows:

The term of this Contract shall be June 1, 2024, through project completion for Task 2 2023 Federally Declared Disaster and Task 3 2024 Federally Declared Disaster. If this Contract is placed on the County’s Continuing Agreement List before the Contract term expires, the parties agree to extend the terms and conditions of the Contract as set forth herein, and as reflected in any executed amendment hereto, until the Contract is thereafter terminated.

2. All other provisions of said Contract shall remain the same and in full force and effect. In the event of a conflict between the provisions of Amendment No. 1 and the Contract, the provisions of Amendment No. 1 shall govern.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties hereto agree to the terms set forth above.

Dated: June 6, 2025

4. COUNTY OF SANTA CRUZ

By: _____
County Executive Officer

2. CONTRACTOR

By: _____

Address: _____

Telephone: _____


3. Approved as to insurance:

Signed by:

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Risk Management

1. APPROVED AS TO FORM:

DocuSigned by:

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Office of the County Counsel

Certificate Of Completion

Envelope Id: 7FB28BEF-EDF0-4A7D-9FBC-07CF2BD0D223

Status: Completed

Subject: Complete with Docusign: AMENDMENT TO AGREEMENT 25C4955 Sikich (JN).docx

Source Envelope:

Document Pages: 2

Signatures: 2

Envelope Originator:

Certificate Pages: 5

Initials: 0

Annie Puckett

AutoNav: Enabled

701 Ocean Street

Envelopeld Stamping: Enabled

Santa Cruz, CA 95060

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Annie.Puckett@santacruzcountyca.gov

IP Address: 162.198.18.106

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Holder: Annie Puckett

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6/2/2025 2:32:58 PM

Annie.Puckett@santacruzcountyca.gov

Security Appliance Status: Connected

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Pool: County of Santa Cruz

Location: Docusign

Signer Events

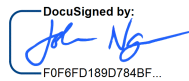
John Nguyen

John.Nguyen@santacruzcountyca.gov

Lead Assistant County County Counsel

Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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Signature Adoption: Uploaded Signature Image
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Viewed: 6/3/2025 6:28:55 AM

Signed: 6/3/2025 6:35:28 AM

Electronic Record and Signature Disclosure:

Accepted: 6/12/2024 8:53:19 AM

ID: cff2bd5b-d3a4-40f2-aa61-cc2de5bbd9e3

Gina Borasi

Gina.Borasi@santacruzcountyca.gov

Risk Manager

County of Santa Cruz

Security Level: Email, Account Authentication (None)

Signed by:

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Viewed: 6/3/2025 9:31:04 PM

Signed: 6/3/2025 9:31:16 PM

Electronic Record and Signature Disclosure:

Accepted: 12/18/2023 9:38:58 AM

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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	6/3/2025 9:31:04 PM
Signing Complete	Security Checked	6/3/2025 9:31:16 PM
Completed	Security Checked	6/3/2025 9:31:16 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact County of Santa Cruz:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: nada.algharib@santacruzcounty.us

To advise County of Santa Cruz of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at nada.algharib@santacruzcounty.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with County of Santa Cruz

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- Until or unless you notify County of Santa Cruz as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Santa Cruz during the course of your relationship with County of Santa Cruz.