

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #1 TO ARMSTRONG
RELOCATION – SAN FRANCISCO FOR PROFESSIONAL
MOVE MANAGEMENT AND MOVE SERVICES FOR
B1600 MODERNIZATION PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for Amendment #1 to the professional services contract with Armstrong Relocation – San Francisco for move management and move services for the Building 1600 Modernization Project. The amendment will add \$12,090.69 for additional services and will extend the contract term through November 30, 2026.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Supports move into new instructional space and removal of surplus furniture and equipment

Ed. Code: N/A Board Policy: N/A Estimated Fiscal Impact: \$12,090.69 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 8664-7209

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

September 25, 2026

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

October 7, 2026

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO ARMSTRONG
RELOCATION – SAN FRANCISCO FOR PROFESSIONAL
MOVE MANAGEMENT AND MOVE SERVICES FOR
B1600 MODERNIZATION PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The District previously awarded Armstrong Relocation – San Francisco an Independent Consultant Agreement for Professional Services in the amount of \$31,113.64 for move management and move services associated with the B1600 Modernization Project. Additional services are required for disposal of furniture, equipment, and materials that are no longer needed by the District, as well as packaging and palletizing cosmetology equipment for return to vendor. The amendment will add \$12,090.69 to the contract for these additional services, increasing the total amount from \$31,113.64 to \$43,204.33.

The amendment will also extend the contract term through November 30, 2026, to allow for completion of the additional services.

The Board is asked to approve contract Amendment #1 to Armstrong Relocation – San Francisco in the amount of \$12,090.69 and to extend the contract term through November 30, 2026.

The contract is available online at <https://welcome.solano.edu/measureq/approved-contracts/>

AMENDMENT #1 TO AGREEMENT

PARTIES

This **FIRST** Amendment to Agreement ("Amendment") is entered into between **Solano Community College District** ("District") and **Armstrong Relocation – San Francisco** ("Consultant"), collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into an Independent Consultant Agreement For Professional Services ("Agreement"), dated April 15, 2026, for Move Management and Move Services ("Project"); and

WHEREAS, District and Consultant agree to amend the Agreement to provide additional services for the **Building 1600 Modernization Project** and to extend the term of the Agreement through November 30, 2026; and

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Section 2. Term of the Agreement is amended to read:

2. Term. Consultant shall continue providing services under this Agreement and will diligently perform as required and complete performance by November 30, 2026, unless this Agreement is terminated and/or otherwise cancelled prior to that time.

2. Section 4. Compensation of the Agreement is amended to read:

4. Compensation. District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **FORTY-THREE THOUSAND, TWO HUNDRED FOUR and 33/100 DOLLARS (\$43,204.33)**. This fee is a total of the April 15, 2026 Agreement in the amount of \$31,113.64 and Amendment #1 in the amount of \$12,090.69.

3. Exhibit A 'Description of Services to be Performed by Consultant', shall be amended to include the following:

- Additional disposal services for furniture, equipment, and materials identified by the District as no longer needed.
- Packaging, protecting, securing, and palletizing cosmetology equipment for return to the vendor.

4. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
5. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2026

SOLANO COMMUNITY COLLEGE DISTRICT

By: _____

Print Name: Susan Wheet
Print Title: Vice President,
Finance and Administration

Dated: _____, 2026

Armstrong Relocation – San Francisco

By: _____

Print Name: _____
Print Title: _____