

**ARLINGTON COUNTY, VIRGINIA  
AGREEMENT NO. 16-039-RFP-3**

**AMENDMENT NUMBER 1  
ASSIGNMENT OF AGREEMENT**

This Amendment Number 1 (“Amendment”) is made on the date of execution by the County and amends Agreement Number 16-039-RFP-3 (“Main Agreement”) between The Novak Consulting Group, 26 E. Hollister Street, Cincinnati, OH 45219 (“Contractor”), and the County Board of Arlington County, Virginia (“County”).

The Novak Consulting Group and the County entered into the Main Agreement for The Novak Consulting Group to provide HR Executive and Hard-to-Fill Search Services.

Raftelis Financial Consultants, Inc. has assumed all of The Novak Group’s rights and obligations in the Main Agreement. The work and payment called for under this amendment shall be subject to all terms and conditions of the Main Agreement unless specifically changed by the terms and conditions of an additional amendment.

The County consents to the assignment of the Main Agreement to Raftelis Financial Consultants, Inc. beginning on January 5, 2021 (“Effective Date”).

The Main Agreement is therefore amended as follows:

1. The Novak Group is in all instances replaced with Raftelis Financial Consultants, Inc.;
2. The term “Contractor” in the Main Agreement means Raftelis Financial Consultants, Inc.;
3. The Notices for Raftelis Financial Consultants, Inc. shall be delivered to:

RAFTELIS FINANCIAL CONSULTANTS, INC.  
PEIFFER BRANDT, PRESIDENT & CEO  
227 W. TRADE STREET, SUITE 1400  
CHARLOTTE, NC 28202  
PHONE: (704) 936-4433  
EMAIL: [PBRANDT@RAFTELIS.COM](mailto:PBRANDT@RAFTELIS.COM)

4. Section 52 **COVID-19 VACCINATION POLICY FOR CONTRACTORS** is hereby added:

**52. COVID-19 VACCINATION POLICY FOR CONTRACTORS**

Due to the ongoing COVID-19 pandemic, the County has taken various steps to protect the welfare, health, safety, and comfort of the workforce and public at large. As part of these steps, the County has implemented various requirements with respect to health and safety including policies with respect to social distancing, the use of face-coverings and vaccine mandates. To protect the County’s workforce and the public at large, all employees and subcontractors of the Contractor who are assigned to this Contract, should be fully vaccinated against COVID-19. Any contractor employee or subcontractor who is not fully vaccinated should be following a weekly testing protocol as established by the Contractor, unless exempt pursuant to a valid reasonable accommodation under state or federal law.

All other terms and conditions of the Main Agreement remain in full force and effect.

WITNESS these signatures:

The County Board of Arlington County, Virginia

DocuSigned by:  
*Meloni Hurley*  
534895882496484

AUTHORIZED SIGNATURE

NAME: Meloni Hurley

TITLE: Assistant Purchasing Agent

DATE: 1/18/2022

The Novak Group

DocuSigned by:  
*Julia Novak*  
6DFE9EE4F1184B9...

AUTHORIZED SIGNATURE:

NAME AND TITLE: Julia Novak, EVP

DATE: 1/13/2022

Raftelis Financial Consultants, Inc

DocuSigned by:  
*Peiffer A. Brandt*  
0B4F5080CE774AD...

AUTHORIZED SIGNATURE:

NAME AND TITLE: President/CEO

DATE: 1/17/2022