

**ARLINGTON COUNTY, VIRGINIA**

**AGREEMENT NO. 20-787-EP  
AMENDMENT NUMBER 1**

This Amendment Number 1 is made on December 9, 2021 and amends Agreement Number 20-787-EP ("Main Agreement") dated October 14, 2020 between Spencer Finch Studio, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

The County and the Contractor agree to amend the Main Agreement as follows:

**1. REPLACE THE CONTRACT TERM IN PARAGRAPH 4 WITH THE FOLLOWING:**

The Contractor shall provide the goods or services covered by the Contract beginning on September 10, 2020. Unless terminated as provided below, the Agreement shall continue until December 31, 2022.

**2. ADD THE FOLLOWING COVID-19 VACCINATION POLICY FOR CONTRACTORS CLAUSE AS CONTRACT CLAUSE 36:**

Due to the 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. All County Contractors, entering County owned, controlled, or leased facilities or facilities operated by a contractor if the services provided at that location are exclusive to Arlington County Government or contractors with public facing responsibilities must adopt these policies for implementation with their employees and subcontractors working on County contracts.

Contractors are required to obtain and maintain the COVID-19 vaccine status of employees or subcontractors, require any unvaccinated or not fully vaccinated employees to follow a weekly testing protocol established by the Contractor to submit to weekly testing, and provide any accommodations as required by law. Contractor should submit the certification of compliance to the Purchasing Agent at the time of contract execution and within five working days of the end of each quarter (see Exhibits B and C). In addition, all Contractor and subcontractor employees subject to the requirements of this section must also comply with the County COVID-19 masking and social distancing protocols, as signed at each County location.

It is recognized that the COVID-19 pandemic is an ongoing health crisis. As such, requirements with respect to health and safety, including vaccines and face-coverings may change over time. Contractors are expected to adhere to the County requirements as they evolve in response to the crisis.

For questions, Contractor may email [contractorvaccineinfo@arlingtonva.us](mailto:contractorvaccineinfo@arlingtonva.us).

**3. ADD EXHIBIT B - CONTRACTOR COVID-19 VACCINATION CERTIFICATION (INCLUDED AS AN ATTACHMENT TO THIS AMENDMENT 1).**

4. **ADD EXHIBIT C - CONTRACTOR COVID-19 VACCINATION QUARTERLY COMPLIANCE CERTIFICATION (INCLUDED AS AN ATTACHMENT TO THIS AMENDMENT 1).**


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

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON

SPENCER FINCH STUDIO, INC.


COUNTY, VIRGINIA

AUTHORIZED  
SIGNATURE:  DocuSigned by:  
2513E5602A3A4DE...

NAME: Kaylin Schreiber

TITLE: Procurement Officer

DATE: 12/9/2021

AUTHORIZED  
SIGNATURE:  DocuSigned by:  
93246E79471C46B...

NAME: Spencer Finch

TITLE: owner

DATE: 12/9/2021

**EXHIBIT C**

**CONTRACTOR COVID-19 VACCINATION QUARTERLY COMPLIANCE CERTIFICATION**

**By Email:** Please complete the report below and return it to: [contractorvaccineinfo@arlingtonva.us](mailto:contractorvaccineinfo@arlingtonva.us).

☐ I hereby certify that all Spencer Finch Studio, Inc. employees and subcontractors working on Agreement No. 20-787-EP are fully vaccinated against COVID-19, being tested on a weekly basis, or are exempt pursuant to a valid reasonable accommodation under state or federal law.

**Please do not include any of your employees' medical documentation, including vaccination records or test results.**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_