

## **AMENDMENT NUMBER 1 TO “AGREEMENT FOR CONSULTING SERVICES”**

THIS AMENDMENT NUMBER 1 TO AGREEMENT FOR CONSULTING SERVICES (the “First Amendment”) is made and entered into as of April 01, 2025 by and between the CITY OF IRVINE, a municipal corporation (“City”) and KNIGHT LEADERSHIP SOLUTIONS LLC, a California limited liability company (the “Consultant”), for the purpose of amending the written “Agreement for Consulting Services” entered into between City and Consultant as of April 12, 2024, City of Irvine contract number 21400 (the “Agreement”).

1. The expiration date of the Agreement is changed from March 31, 2025 to March 31, 2026.
2. PART V, BUDGET, remains unchanged for the current renewal term with a not-to-exceed contract value of \$199,000.00.
3. Except as set forth in this First Amendment, all terms, conditions and provisions of the Agreement are unchanged and remain in full force and effect.

*(Signatures follow on next page)*

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to the Agreement to be executed by their respective duly authorized agents as of the date first set forth above.

**CITY OF IRVINE**


**KNIGHT LEADERSHIP SOLUTIONS LLC**

By:   
60319A3E602848A...  
Michelle Riske  
Its: Director of Human Resources

By:   
B1F08B7DC7D249F...  
Marie Knight  
Its: Member

By:   
1809AA7197284C7...  
Oliver C. Chi  
Its: City Manager

Attest:

By:   
0FCAD04F02E547D...  
Carl Petersen  
Its: City Clerk

APPROVED AS TO FORM:  
RUTAN & TUCKER, LLP

By:   
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Jeffrey Melching

ATTACHMENT I



**City of Irvine  
 Consultant Services  
 Updated 2025 Rates**

To: Oliver Chi  
 City Manager  
 City of Irvine  
 1 Civic Center Plaza  
 Irvine, CA 92606-5207

Oliver:

It has been an absolute pleasure working with the various members of your team this past year on training and development needs. Attached is my revised Professional Services Fees for the 2025 calendar year. I look forward to a continued partnership with the City of Irvine.

**Scope of Services**

**Team Retreat Facilitation:** Full or half-day Team Retreats for up to 30 people featuring Team Bonding, Team Building, and Team Strengthening activities and discussions. Facilitation fees include one pre-retreat meeting, content creation, printed materials, and a follow-up written report.

***Professional Services Fees:***

Full-Day:	\$10,000	Discounted to \$8,000
Half-Day:	\$6,000	Discounted to \$4,500

Additional Participant Material Fee: For any Retreat with more than 30 participants, printed materials will be billed at cost per 31+ participants.

**DISC Behavior Assessments:** Using the Maxwell Method of DISC, a tool that is the universal language of behavior. Research has shown that behavioral characteristics can be grouped

together in four major groups. People with similar styles tend to exhibit specific behavioral characteristics common to that style. All people share these four styles in varying degrees of intensity. The acronym DISC stands for the four personality styles represented by the letters: D = Dominant/Driver, I = Influencing & Inspiring, S = Steady & Stable, C = Correct & Compliant.

Through the DISC assessment team members will gain important self-awareness knowledge of their personality, communication, and leadership style, as well as that of their colleagues.

***Professional Services Fees:***

Individual DISC Assessments:	\$75	Discounted to \$50
Team Report	\$75	Discounted to \$50
1 hour Individual Debrief Session Via Zoom	\$250	Discounted to \$200
Half-Day Team DISC Training	\$6,000	Discounted to \$4,500

**Department/Staff Training**

Topics could include Generational Diversity, Time Management, Dealing with Difficult Conversations, Everyone communicates/Few Connect, Becoming a Leader of Influence, Job Coaching – Evaluation Success, Leading Through Change,

***Professional Services Fees:***

2-hour Training	\$3,000	Discounted to \$2,500*
3-hour Training	\$4,500	Discounted to \$3,500
Half-Day Training	\$6,000	Discounted to \$4,500*
Full-Day Training	\$10,000	Discounted to \$8,000*

\*Depending on the training topic, a materials fee may apply

**Customized Customer Service Training:** Training for all employees customized to the One Irvine Way. Professional Services Fee includes content creation, two pre meetings with lead staff, training materials, and five 3-hour sessions for up to 500 employees total.

<b><i>Professional Services Fees:</i></b>	\$25,000	Discounted to \$20,000
Additional Training sessions	\$5,000	Discounted to \$4,000

**Developing the Leader Within You Book Club:** This is a leadership intensive designed for work teams who want to grow as leaders, develop a collective perspective on the characteristics of great leaders, grow stronger as a team, and learn how to support each other as . Utilizing John Maxwell’s Developing the Leader Within You Workbook, this is an 11 week course covering topics such as: The five levels of leadership, setting vision, prioritization, planning for change etc.. Each week the consultant will facilitate a one-hour meeting discussing the lesson topic and the “growth-work” in the workbook. Three meetings will be in person: Kick-off meeting, a midway check-in, and the wrap up. Eight meetings will be facilitated via zoom. Professional Services Fees include one workbook per participant. The maximum number of participants per book club is 25.

***Professional Services Fee*** \$12,000 Discounted to \$10,000

**Executive Coaching**

***Professional Services Fees:***

Intake meeting and DISC Assessment \$300  
Hourly Coaching Fee \$300 Discounted to \$250

## About Me

- I have been in the municipal government and non-profit profession for over 35 years. I have worked for a variety of cities in both size and community dynamic- Garden Grove, Newport Beach, Orange, Long Beach, and Huntington Beach. (Yes, there does seem to be a bit of a beach theme.) I have also spent time working with the Boys and Girls Clubs in Orange County on county-wide program development, fund development and governance initiatives.
- I have led departments of over 1,000 staff and \$60 million dollar budgets and stewarded over \$100 million in capital improvement projects. I am well versed in community relations as well as working with local/regional/state elected officials.
- During my career I have had a keen focus on people development. I have taught/trained/mentored over 10,000 people and have become a highly sought out speaker/trainer/instructor in the areas of Talent Management, Employee Development, Team Building, Strategic Planning, Marketing, Customer Service, Time Management, Leadership, Volunteer Recruitment and Retention, and Non-profit Board Development.
- I have conducted over 60 workshops, training sessions, and keynote speeches for California Parks and Recreation Society and my profession statewide. I have also been an instructor/facilitator for the State-wide Parks and Recreation Associations in Florida, Pennsylvania, Missouri, Oregon, Minnesota, Colorado, Kansas, and Illinois.
- I have created award winning Organizational Development programs and have a reputation for turning struggling teams into dynamic high performing ones. In each City I have worked in I have been a leader in City-wide employee development initiatives, and customer service training including Steven Covey’s *7 habits of Highly Effective People, Building Trust, and First Things First*, as a Licensed facilitator for Franklin-Covey Leadership courses, and I am a trained

facilitator in the “Future Search” strategic planning, organizational/community development process.

- Additionally, I am a certified Speaker, Teacher, Coach, Facilitator and DISC Behavioral Specialist as a member of the John Maxwell Team, the world’s leading leadership and development company. As a member of the John Maxwell Team, I have access to a wide variety of proprietary leadership development resources.
- I am also affiliated with MRG – Municipal Resource Group in Northern California as a consultant in the areas of Executive Coaching and Leadership and Organizational Development.

**Knight Leadership Solutions**  
**[marie@knightleadershipsolutions.com](mailto:marie@knightleadershipsolutions.com)**  
**714-920-6717**

