

**AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
WINBOURNE CONSULTING, LLC**

THIS AMENDMENT TO THE AGREEMENT, entered into this _____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Winbourne Consulting, LLC, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for technology selection and procurement services on January 3, 2017; and

WHEREAS, the parties wish to amend the Agreement to adjust cost, extend term and append scope work to be performed.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Section 3 – ‘Payments’ of the agreement is amended to read as follows:
In addition to above payment, the County desires to add scope of work and payment to the existing contract. Services rendered will be concurrent to described scope in Exhibit A. In consideration of new services provided by the Contractor, the County shall make payment to the Contractor based on the rates and in the manner specified in Exhibit B (Revised) in an amount not to exceed \$187,960 (this does not include the stated arrears payment noted in the original contract), an increase of \$54,500.
2. Original Exhibit A is replaced with Revised Exhibit A, (rev. 09/20/17).

Revision to Exhibit A:

- CAD to CAD RFP Process
 - Facilitate Executive Steering Committee, Core Work Group, Sub-team and individual sessions to identify San Mateo County requirement and criteria
 - Produce a draft RFP for San Mateo County review and input
 - Facilitate and develop a formal RFP evaluation /scoring process
 - Assist San Mateo County publish the CAD-to-CAD RFP
 - Assist San Mateo County response to vendor questions

- Review responses to the RFP and provide input to Evaluation Committee
 - Facilitate Work Group sessions to develop a scripted demonstration process for the top two vendors
 - Facilitate the scripted demonstration process
 - Facilitate the final scoring and selection process
 - Assist San Mateo County negotiate a contract with the selected vendor
3. Original Exhibit B is replaced with Revised Exhibit B, (rev. 09/20/17).

Revision to Exhibit B:

#1 CAD-to-CAD Project Plan

- Assist PSC staff:
- Develop San Mateo County CAD-to-CAD (C2C) Strategic Plan
- Secure C2C stakeholders
- Develop and present Governance options
- Identify and present the ‘Total Cost of Ownership’
- Conduct Operations Analysis and Impact
- Develop Business Plan for Stakeholders
- Assist in development in C2C design, configuration and implementation
- Finalize the CAD-to-CAD Project Plan

#2 CAD-to-CAD RFP Process

- Conduct and present at a CAD-to-CAD (C2C) seminar for San Mateo County stakeholders
- Conduct a C2C “101” session for Stakeholders
- Conduct a C2C RFP Project Kick-Off preparation
- Develop Project schedule and tasks

#3 C2C RFP Project Kick-Off

- Facilitate RFP Development Process
- Conduct a ‘Best Practices’ Presentation
 - SMC agencies
 - External agencies
 - Automatic Aid/Mutual Aid agreements
 - Example C2C RFP requirements and criteria
- Facilitate development Workshops

Invoice #1 for Deliverables 1-3 on or before March 30, 2018

#4 Draft SMC C2C RFP

- Develop draft versions of SMC C2C RFP
 - Include input from SMC C2C teams
- Complete review/input iteration process

#5 Assist in publishing C2C RFP

- Assist in final page turn and vendor QA (if needed)

#6 Assist in C2C RFP Evaluation and Scoring

- Develop scoring categories
 - Define evaluation process
 - Facilitate Oral presentations
 - #7 Review C2C RFP Responses
 - Winbourne Consulting review of RFP responses
 - Input to the SMC C2C Evaluation Committee and SME sub-teams
 - # 8 SMC RFP Evaluation and Scoring
 - Facilitate sub-team presentations to Evaluation Committee
 - Facilitate Phase 1 scoring process
 - Finalize oral presentation process
- Invoice #2 for Deliverables 4-8 on or before June 30, 2018

- # 9 Phase 2 oral presentations
 - Oral presentations – Schedule, agenda and logistics
 - Facilitate Phase 2 presentations
 - #10 Final scoring
 - Facilitate final scoring process
 - #11 Contract negotiations
 - Provide input to SMC
- Invoice #3 for Deliverables 4-8 on or before September 30, 2018

Total of Invoices 1 through 3 will not exceed \$54,500.

- 4. All other terms and conditions of the agreement dated January 3, 2017, between the County and Contractor shall remain in full force and effect.**

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

For Contractor: Winbourne Consulting, LLC


Contractor Signature

11/10/2017
Date

Alan R. Krum
Contractor Name (please print)

COUNTY OF SAN MATEO

By:
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:
Clerk of Said Board