



Topic: **Authority Board Agenda Item 05-5** **2019 December 20**

Subject: **Contract Amendment for Professional Services (Katz and Associates, Inc.)**

Requested Action:

Consider approval of an amendment to Katz and Associates, Inc.'s (Katz) (Communications) contract period of performance by extending their task order from December 31, 2019 through June 30, 2020 with no change in their cost.

Detailed Description/Background:

Katz's contract and task order were approved through December 31, 2019 which was the anticipated end date for Phase 2 (2019). Katz's task order period of performance needs to be extended since the Authority approved an extension to Phase 2 (2019) through June 30, 2020.

The proposed amendment would extend the contract period of performance from December 31, 2019 through June 30, 2020.

Prior Authority Board Action:

At the March 25, 2019 meeting, approved the Katz and Associates Phase 2 (2019) task order and budget for communications services from April 1, 2019 through December 31, 2019.

At the January 28, 2019 meeting, approved the consulting agreement with Katz for Service Area C – Communications and to approve an initial task order.

At the November 19, 2018 meeting, approved the evaluation panel's selection of Katz for Service Area C – Communications.

At the August 20, 2018 meeting, approved the release of the Project Development Support Services RFQ-18-04.

Fiscal Impact/Funding Source:

No change to existing budget.

Staff Contact:

Joe Trapasso

Attachments:

Status:	Final	Preparer:	Trapasso	Phase:	2	Version:	A
Purpose:	Sites Authority Board Staff Report	QA/QC:	Watson	Date:	2019 December 20		
Caveat:	Approval Action	Authority Agent:	Trapasso	Ref/File #:	12.221-210.018		
Notes:				Page:	1	of	2

Attachment A: Task Order Amendment.



**Sites Project Authority
Communications
Task Order Amendment
Revision No. 2.2**

Consultant: Katz and Associates, Inc.

Background

The Authority is currently revising the Phase 2 (2019) Work Plan which will result in changes to the Consultants' task order. During the Work Plan revision process the Authority has been providing written direction to the Consultant on monthly expenditures and to work directly with Authority Agents on scope and schedule.

The task order scope of services, budget, and detailed schedule will be subject to change in a subsequent amendment when the revised Phase 2 (2019) Work Plan is approved by the Authority. However, the task order labor rate, funding agreement, and commercial terms are expected to remain in effect.

Task Order No. 2.2

Task Order No. 2.2 extends the overall task order schedule.

Schedule

The overall period of performance for this task order is changed from December 31, 2019 through June 30, 2020. The detailed schedule in Attachment 4 will be amended after the revised Phase 2 (2019) Work Plan is approved by the Authority.

Consultant

By: _____

Printed Name: _____

Date: _____

Sites Project Authority

By: _____

Printed Name: _____

Date: _____