

**SECOND AMENDMENT AND EXTENSION OF PROFESSIONAL SERVICES AGREEMENT for Permit & Inspection Management System Consulting Services**

STATE OF TEXAS           §

COUNTY OF BEXAR       §

This Second amendment to the Professional Services Agreement is entered into by and between the City of San Antonio ("City"), a Texas Municipal Corporation, acting by and through the City Manager, or her designees, the Deputy City Manager and the Chief Technology Officer, and Gartner, Inc., a Delaware Corporation ("Consultant"), referred to collectively herein as the "Parties"; and

**WHEREAS**, City and Consultant entered into an agreement entitled "Professional Services Agreement for Permit & Inspection Management System Consulting Services" (hereafter "Original Contract") authorized by Ordinance 2014-01-30-0060 under which the Parties set forth their agreement regarding said System and thereafter amended by First Amendment dated May 13, 2014; and

**WHEREAS**, the Original Contract is set to expire January 31, 2015, Parties now wish to further amend and extend the amended Original Contract until June 30, 2015 in order for Consultant to provide additional procurement support services and proposal review/analysis services.

**NOW, IN ACCORDANCE THEREWITH**, the Parties agree as follows:

1. Task order 2 attached herein and identified as ATTACHMENT 1 is hereby incorporated into this second amendment which further amends the amended Original Contract and details Consultant's new duties and obligations under the agreement. These new duties and obligations include assisting City through the evaluation process to ensure that proposed requirements are based on existing Use Cases Consultant developed for City. Consultant will conduct an analysis of the proposed solutions to identify potential risks and concerns, estimate total cost of ownership and conduct an analysis of the technical and functional aspects to confirm that the City's requirements are met.

2. This second amendment increases Consultant compensation by an additional amount not to exceed \$150,000.00 bringing the total potential contract award to \$785,000.00 and extends the time to complete new duties and obligations to June 30, 2015.

3. All other terms, conditions, covenants and provisions of the amended Original Contract are hereby retained in their entirety, unchanged, and shall remain in full force and effect for the duration of the Original Contract, as amended to June 30, 2015. This includes, and is not limited to, a requirement that any work contemplated by the task order remain subject to and contingent upon appropriation of funds for any increase in expenditures by City.

4. This Second amendment to the previously amended Original Contract shall not prejudice any present or future rights, remedies, benefits, or powers belonging to or

accruing to City under the terms of the Original Contract subsequently amended and amended herein.

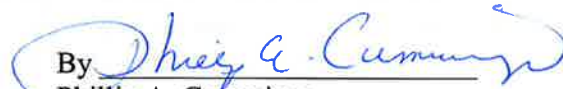
5. The previously amended Original Contract as amended and extended by this Second Amendment embodies the complete agreement of the parties hereto with regard to the subject matter contained herein, superseding all oral or written previous and contemporary agreements between the parties relating to matters herein.

AMENDMENT AGREED TO this \_\_\_\_\_ of \_\_\_\_\_, 2014.

CITY:  
CITY OF SAN ANTONIO

CONSULTANT:

By \_\_\_\_\_  
Erik Walsh  
Deputy City Manager  
Date:

By   
Phillip A. Cummings  
Director, Government Contracting  
Date:

05 November 2014

By \_\_\_\_\_  
Hugh Miller  
Chief Technology Officer, Information  
Technology Services Department  
Date:

APPROVED AS TO FORM  
City Attorney  
Robert F. Greenblum

By: Assistant City Attorney

<b>Gartner</b>	<b>TASK ORDER FORM Task Order 2</b>	<b>COSA Hansen-ECCO Replacement Engagement 330017999</b>
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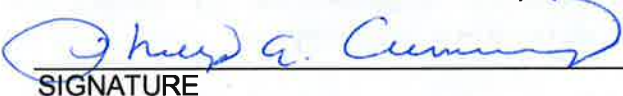
**Background**

COSA’s current contract with Gartner expires at the end of January 2015. COSA is requesting Gartner to renew its current contract through June 30, 2015 to include additional procurement support services and provide proposal review/analysis services.

**Task Summary**

<b>Task Order Number</b>	2	<b>Task Order Create Date</b>	10/16/2014
<b>Task Order Name</b>	Recalibration of Deliverables and Pricing to include Additional Procurement Support Services and Proposal Review/Analysis	<b>Task Order Total Cost</b>	\$150,000
<b>COSA Project Manager</b>	Jimmy Caldwell	<b>Gartner Project Manager</b>	Will Wong
<b>Task Order Approval By:</b>		<b>Est. Task order Approval Date</b>	
<b>Task Order Objectives</b>	The objective of this Task Order is recalibrate the project deliverables and pricing to identify discrete payment milestone for the originally scoped “Procurement Support” deliverables identified in Section 3.3.3, item D, extend procurement support services through June 30, 2015, and provide proposal review/analysis services as requested by COSA.		

**AGREED ON BEHALF OF GARTNER, INC.**



SIGNATURE

**Phillip A. Cummings  
Director, Government Contracts**

PRINT NAME AND TITLE

*05 November 2014*

DATE

**AGREED ON BEHALF OF CITY OF SAN ANTONIO**

SIGNATURE

PRINT NAME AND TITLE

DATE

## Task Detail

- **Description:**

### Additional Procurement Support Services

Gartner will provide the following additional procurement support services identified in the table below.

Table 1

#	Deliverable	Description	Price
1	Vendor Demo Scripts and Agenda	Gartner will work with DSD to compile and prepare Vendor Demo Scripts and Agenda that will be based on the existing Use Cases Gartner has developed for the City.	\$18,000
2	Proposal Evaluation Scoring Training	Gartner will prepare and facilitate a training session with the evaluation committee to review the evaluation scoring template and discuss the overall scoring approach to ensure consistency during the evaluation process.	\$11,000
3	Facilitate Vendor Orals and Demonstration	Gartner will facilitate Vendor Orals and Demonstration for the top three vendors that have been selected by the City.	\$21,000
<b>Additional Procurement Support Services Total</b>			<b>\$50,000</b>

### Proposal Review and Analysis

Gartner will independently review and conduct a high-level analysis on up to 7 proposal responses to DSD's RFCSP. The deliverable is described in the table below.

Table 2

	Deliverable	Description	Price
4	Proposal Review and Analysis (up to 7 proposals)	<p>Gartner will review and document its analysis (Microsoft PowerPoint) for each proposal in the following areas:</p> <ol style="list-style-type: none"> <li>1. Summary of Responses in the Functional and Technical Requirements Matrices (i.e., # of requirements met)</li> <li>2. Proposal Strengths and Weaknesses</li> <li>3. Identify Potential Risks and Concerns</li> <li>4. Estimated Total Cost of Ownership</li> </ol> <p>All review and analysis activities will be based only on the information provided in the vendor responses.</p>	\$50,000
<b>Proposal Review and Analysis Total</b>			<b>\$50,000</b>
	Deliverable	Description	Price
4a.	Proposal Review and Analysis (additional proposals)	<p>Gartner will review and document its analysis (Microsoft PowerPoint) for 7 additional proposals in the same areas as 1 above (\$7,000 ea):</p>	\$50,000
<b>Proposal Review and Analysis Total</b>			<b>\$50,000</b>

**Notes:**

1. Gartner will not evaluate or score the proposals.
2. The scope of this effort includes up to 7 proposal responses. Additional proposals will incur a fee of \$7,000 per proposal (4a.).

### Payment Milestone Allocations for Originally Scoped Procurement Support Deliverables

Per the existing contract, Section 3.3.3, Item D, the originally scoped Procurement Support Deliverables were budgeted at \$47,600. The table below explicitly defines the payment milestones for each of the originally contracted deliverables.

#	Deliverable	Price
1	Participate in Respondent Pre-Submittal Conference	\$11,900
2	Prepare and compile responses to vendor requested clarifications	\$11,900
3	Compile Vendor Scoring Matrix (based on input provided by the City's evaluation committee)	\$11,900
4	Compile Final Evaluation (Vendor Analysis and Financial Analysis Matrix) for top 3 vendors (based on input provided by the City's evaluation committee)	\$11,900
<b>* Payment Milestone Allocation Total</b>		<b>\$47,600</b>

\* There is no net additional costs as a result of the payment milestone allocations.

#### Contract Term

This Task Order extends Gartner's contract with the City through June 30, 2015. All other original contract terms and conditions remain unchanged.

**Task Order Net New Additional Costs not to exceed \$150,000.**