

291,20,002

**Amendment #1
To
Agreement K3005**

OFM Contract No. K3005, is by and between the state of Washington, Office of Financial Management (AGENCY) and Clallam County (CONTRACTOR) is hereby amended as follows:

2. SCOPE OF WORK

- a. Exhibit A, attached hereto and incorporated by reference, contains the General Terms and Conditions governing work to be performed under this contract, the nature of the working relationship between the AGENCY and the CONTRACTOR, and specific obligations of both parties.
- b. The CONTRACTOR will provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth in Revised Exhibit B, Scope of Work/Deliverables.

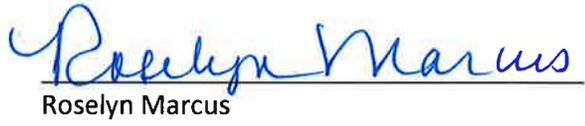
4. COMPENSATION

Total compensation payable to CONTRACTOR for satisfactory performance of the work under this contract shall not exceed Seventy-Nine Thousand Seven Hundred and Thirty-Seven Dollars (\$79,737.00) ~~Seventy-Eight Thousand Six Hundred Dollars (\$78,600.00)~~ including all travel and per diem expenses

CLALLAM COUNTY

OFFICE OF FINANCIAL MANAGEMENT


Signature


Roselyn Marcus


Title


Date


Assistant Director
Legal & Legislative Affairs


Date

RECEIVED
CLALLAM CO. COMMISSIONERS
APR 06 2020
1...2...3...A...

REVISED EXHIBIT B

SCOPE OF WORK/DELIVERABLES

The CONTRACTOR will provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

January 1-February 29, 2020

Activity	Deliverable	Number planned	Maximum Reimbursable Per Unit Cost	Total
Convene Complete Count Committee meetings	List of attendees, agenda, 250-500 word report on outcomes or minutes from the meeting	2	\$250/meeting	\$500.00
Conduct census trainings for up to 20 persons	List of attendees, agenda, 250-500 word report on outcomes	10	\$400/training	\$4,000.00
Conduct census trainings for 21-50 persons	List of attendees, agenda, 250-500 word report on outcomes	2	\$600/training	\$1,200.00
Organize informational table at public events	Date, time, name of event, 250-500 word report on outcomes	7	\$400/event	\$2,800.00
Copy/print	Copy of materials produced or copied, number distributed, location distributed		\$10,000/contract <u>\$25,000/contract</u>	\$5,500.00 <u>\$262.00</u>
Produce and place social media ads with paid boosts	Screen copy of ad, number of boosts paid for, and report on metrics related to views, clicks, etc.	2	\$400/month	\$800.00 <u>\$225.00</u>
Translation and/or interpretation	Copy of translation or 250-500 word		\$5,000/contract	\$2,000.00

	report of how interpreter(s) was used.			
Staff services	Narrative report of up to 1,000 words describing activities conducted during the invoice period		Per hour or month, inclusive of taxes and benefits and not to exceed half of contract	\$12,800.00 <u>\$2,000.00</u>
INVOICE #1 (02.29.2020) TOTAL				\$29,600.00 <u>\$2,987.00</u>

March 1-April 30, 2020

Activity	Deliverable	Number planned	Maximum Reimbursable Per Unit Cost	Total
Convene Complete Count Committee meetings	List of attendees, agenda, 250-500 word report on outcomes or minutes of meeting	± 2	\$250/meeting	\$250.00 <u>\$500.00</u>
Conduct Census trainings for up to 20 persons	List of attendees, agenda, 250-500 word report on outcomes	4	\$400/training	\$1,600.00
Conduct Census trainings for 21-50 persons	List of attendees, agenda, 250-500 word report on outcomes	2	\$600/training	\$1,200.00
Organize informational table at public events	Date, time, name of event, 250-500 word report on outcomes	4	\$400/event	\$2,000.00
Copy/print	Copy of materials produced or copied, number distributed, location		\$10,000/contract <u>\$25,000/contract</u>	\$3,500.00 <u>\$15,000.00</u>

	distributed			
Produce & place social media ads with paid boosts	Screen copy of ad and report on metrics related to views, clicks, etc.	2	\$400/month <u>\$800/month</u>	\$800.00 <u>\$1,600.00</u>
Questionnaire Assistance Centers/Get Counted events	Location, date & time of operation, number of people served	16	\$400/event	\$6,400.00
Translation and/or interpretation	Copy of translation or 250-500 word report of how interpreter(s) was used.		\$5,000/contract	\$2,000.00
Staff services	Narrative report of up to 1,000 words describing activities conducted during the invoice period		Per hour or month, inclusive of taxes and benefits and not to exceed half of contract	\$12,150.00
Postage & Distribution of flyers in moorage bills and through Clallam Transit	250-500 word report of how flyers were distributed and general sense of the effect			\$500.00
<u>Postage & distribution of countywide postcard mailing</u>	<u>Copy of postcard, 250-500 word report of how post cards were distributed, general sense of the effect</u>			<u>\$12,000.00</u>
<u>Produce & place banners to hang in each city</u>	<u>Picture of banner hanging and brief report on where they hung, for how long, to what</u>	<u>3</u>	<u>\$600.00</u>	<u>\$1,800.00</u>

	<u>effect</u>			
INVOICE #2 (04.30.2020)				\$30,400.00
TOTAL				<u>\$51,950.00</u>

May 1-June 30, 2020

Activity	Deliverable	Number planned	Maximum Reimbursable Per Unit Cost	Total
Convene Complete Count Committee meetings	List of attendees, agenda, 250-500 word report on outcomes or minutes of meeting	2	\$250/meeting	\$500.00
Conduct Census trainings for 21-50 persons	List of attendees, agenda, 250-500 word report on outcomes	2	\$600/training	\$1,200.00
Organize informational table at public events	Date, time, name of event, 250-500 word report on outcomes	12 4	\$400/training	\$4,800.00 <u>\$1,600.00</u>
Copy/print	Copy of materials produced or copied, number distributed, location distributed		\$10,000/contract <u>\$25,000/contract</u>	\$1,000.00 <u>\$10,000.00</u>
Produce and place social media ads with paid boosts	Screen copy of ad and report on metrics related to views, clicks, etc.	1 2	\$400/month	\$400.00 <u>\$800.00</u>
Translation and/or interpretation	Copy of translation or 250-500 word report of how interpreter(s) was used.		\$5,000/contract	\$1,000.00

Staff services	Narrative report of up to 1,000 words describing activities conducted during the invoice period		Per hour or month, inclusive of taxes and benefits and not to exceed half of contract	\$9,700.00
INVOICE #3 (06.30.2020)				\$18,600.00
TOTAL				<u>\$24,800.00</u>

EXHIBIT B

SCOPE OF WORK/DELIVERABLES

The CONTRACTOR will provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

January 1-February 29, 2020

Activity	Deliverable	Number planned	Maximum Reimbursable Per Unit Cost	Total
Convene Complete Count Committee meetings	List of attendees, agenda, 250-500 word report on outcomes or minutes from the meeting	2	\$250/meeting	\$500.00
Conduct census trainings for up to 20 persons	List of attendees, agenda, 250-500 word report on outcomes	10	\$400/training	\$4,000.00
Conduct census trainings for 21-50 persons	List of attendees, agenda, 250-500 word report on outcomes	2	\$600/training	\$1,200.00
Organize informational table at public events	Date, time, name of event, 250-500 word report on outcomes	7	\$400/event	\$2,800.00
Copy/print	Copy of materials produced or copied, number distributed, location distributed		\$10,000/contract	\$5,500.00
Produce and place social media ads with paid boosts	Screen copy of ad, number of boosts paid for, and report on metrics related to views, clicks, etc.	2	\$400/month	\$800.00
Translation and/or interpretation	Copy of translation or 250-500 word		\$5,000/contract	\$2,000.00

	report of how interpreter(s) was used.			
Staff services	Narrative report of up to 1,000 words describing activities conducted during the invoice period		Per hour or month, inclusive of taxes and benefits and not to exceed half of contract	\$12,800.00
INVOICE #1 (02.29.2020) TOTAL				\$29,600.00

March 1-April 30, 2020

Activity	Deliverable	Number planned	Maximum Reimbursable Per Unit Cost	Total
Convene Complete Count Committee meetings	List of attendees, agenda, 250-500 word report on outcomes or minutes of meeting	1	\$250/meeting	\$250.00
Conduct Census trainings for up to 20 persons	List of attendees, agenda, 250-500 word report on outcomes	4	\$400/training	\$1,600.00
Conduct Census trainings for 21-50 persons	List of attendees, agenda, 250-500 word report on outcomes	2	\$600/training	\$1,200.00
Organize informational table at public events	Date, time, name of event, 250-500 word report on outcomes	4	\$400/event	\$2,000.00
Copy/print	Copy of materials produced or copied, number distributed, location		\$10,000/contract	\$3,500.00

	distributed			
Produce & place social media ads with paid boosts	Screen copy of ad and report on metrics related to views, clicks, etc.	2	\$400/month	\$800.00
Questionnaire Assistance Centers/Get Counted events	Location, date & time of operation, number of people served	16	\$400/event	\$6,400.00
Translation and/or interpretation	Copy of translation or 250-500 word report of how interpreter(s) was used.		\$5,000/contract	\$2,000.00
Staff services	Narrative report of up to 1,000 words describing activities conducted during the invoice period		Per hour or month, inclusive of taxes and benefits and not to exceed half of contract	\$12,150.00
Postage & Distribution of flyers in moorage bills and through Clallam Transit	250-500 word report of how flyers were distributed and general sense of the effect			\$500.00
INVOICE #2 (04.30.2020) TOTAL				\$30,400.00

May 1-June 30, 2020

Activity	Deliverable	Number planned	Maximum Reimbursable Per Unit Cost	Total
Convene Complete Count Committee meetings	List of attendees, agenda, 250-500 word report on outcomes or	2	\$250/meeting	\$500.00

	minutes of meeting			
Conduct Census trainings for 21-50 persons	List of attendees, agenda, 250-500 word report on outcomes	2	\$600/training	\$1,200.00
Organize informational table at public events	Date, time, name of event, 250-500 word report on outcomes	12	\$400/training	\$4,800.00
Copy/print	Copy of materials produced or copied, number distributed, location distributed		\$10,000/contract	\$1,000.00
Produce and place social media ads with paid boosts	Screen copy of ad and report on metrics related to views, clicks, etc.	1	\$400/month	\$400.00
Translation and/or interpretation	Copy of translation or 250-500 word report of how interpreter(s) was used.		\$5,000/contract	\$1,000.00
Staff services	Narrative report of up to 1,000 words describing activities conducted during the invoice period		Per hour or month, inclusive of taxes and benefits and not to exceed half of contract	\$9,700.00
INVOICE #3 (06.30.2020) TOTAL				\$18,600.00