

Master City of San José Consultant Agreement

(Non-Capital Projects)

Amendment to Approved Service Order - Cover Page

1a. **Intentionally Omitted.**

1b. **Master Agreement AC No.:** 30049 (GILES 664378)

2. First Second Third Amendment to Approved Service Order No. 3

3. Consultant's Name: Management Partners, Inc. ("Consultant")

4. **The above-referenced Approved Service Order is amended as follows:**

4a. **Budget/Fiscal:** The original Budget/Fiscal information in Section 7 of the Approved Service Order First Revised Budget/Fiscal Attachment Second Revised Budget/Fiscal Attachment is amended to read as set forth in the attached First Second Third Revised Budget/Fiscal Attachment.

4b. **Tasks - Attachment A:** The original First Revised Second Revised Attachment A is amended to read as set forth in the attached First Second Third Revised Attachment A.

4c. **Compensation Table - Attachment C:** The original First Revised Second Revised Attachment C is amended to read as set forth in the attached First Second Third Revised Attachment C.

5. Each of the attachments to this amendment is incorporated herein by reference.

6. **Consultant Approval:**

Date: _____

jnewfarmer@managementpartners.com

Email: jnewfarmer@managementpartners.com

06/16/2022 GMT-04:00

7. **Approval as to Form (City Attorney):**

Form Approved by the Office of the City Attorney

(The Maximum Service Order Compensation of the Approved Service Order, as amended, is \$100,000 or less, and the provisions of the form are not altered.)

Approved as to Form:

(Sr.) Deputy City Attorney: _____

Date: _____

8. City Director Approval:

Date: _____

Linda Charfauros

Email: linda.charfauros@sanjoseca.gov

06/16/2022 GMT-07:00

First Second Third **Revised Attachment A: Tasks**

This Revised Attachment A is attached to the First Second Third amendment to Approved Service Order No. 3 issued pursuant to the Master Agreement.

The tasks set forth in the original Attachment A, or in any previous amendment to the original Attachment A, are amended as set forth herein. All other tasks shall remain unchanged.

Task No. 1, entitled "Communications Division Staff Retreat," is amended as follows:

Task No. 1: Communications Division Staff Retreat

A. Services:

- a. Prepare for Retreat
 - i. Meet with the Public Information Manager to establish retreat objectives and review a draft agenda
 - ii. Administer the MBTI style assessment and prepare individual reports
 - iii. Develop retreat materials and finalize the agenda and logistics
- b. Facilitate Team Retreat
 - i. Facilitate a full-day retreat on a mutually agreed upon date before December 31, 2022.
- c. Summarize results and submit retreat report for team use

B. Deliverable: The Consultant will provide the following to the City's Contract Manager: Retreat materials, meeting facilitation, and summary report.

C. Completion Time: The Consultant must complete the services and deliverable for this task in accordance with whichever one of the following time is marked:

- On or before the following date: December 31, 2022.
- On or before ____ Business Days from _____.