

Amendment to Standard City of San José Consultant Agreement

(Non-Capital Projects)

First

Second

Third

Consultant's Name: The Florida State University Board of Trustees, a public body corporate acting for and on behalf of Florida State University

(Standard Agreement AC No. OC-000412)

This Amendment is made and entered into this 6th day of April, 2022. The City and Consultant amend the above-reference agreement as set forth herein.

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1. Capitalized words in this Amendment have the same meaning as in the Agreement.
 2. The provisions of this Agreement (including any previous amendments) not modified by this Amendment remain in full force and effect.
 3. The provisions of this Amendment are effective upon execution of the Amendment by both parties.
 4. **Agreement Term:** Section 2 is amended to extend the expiration date from January 15, 2022 to June 30, 2022. The extension is retroactive to the expiration date of the Agreement. The Director accepts and approves any services provided after the expiration date and before the execution of this Amendment.
 5. **Maximum Total Compensation:** Subsection 10.1 is amended to Increase Decrease the Maximum Total Compensation from \$ _____ to \$ _____.
 6. **Agreement Section(s):** Section(s) _____ is/are amended to read as set forth in Attachment A of the Amendment.
 7. **Scope of Basic Services – Exhibit A:** The original First Revised Second Revised Exhibit A is amended to read as set forth in the attached First Second Third Revised Exhibit A, which is incorporated by reference into this Amendment.
 8. **Compensation – Exhibit B:** The original First Revised Second Revised Exhibit B is amended to read as set forth in the attached First Second Third Revised Exhibit B, which is incorporated by reference into this Amendment.
 9. **Additional Services:** The Consultant is authorized to perform the Additional Services set forth in the attached Additional Services Exhibit, which is incorporated by reference into this Amendment.
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This Amendment is executed by the authorized representatives of the City and Consultant as follows:

Sarah Zarate

Email: sarah.zarate@sanjoseca.gov

By _____

Name: Sarah Zarate **Date**
Title: Director, Administration, Policy & Intergovernmental Relations

Approval as to Form (City Attorney):

Form Approved by the Office of the City Attorney.

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

Approved as to Form:

Attorney
Arlene Silva

Arlene Silva

Email: arlene.silva@sanjoseca.gov

[Sr.] Deputy City Attorney **Date**

Rose Driber for

Email: sra-pre@fsu.edu

By _____

Name: Laurel Fulkerson **Date**
Title: Interim Vice President for Research

- First**
- Second**
- Third**

Revised Exhibit A: Scope of Basic Services

(Non-Capital Project)

This revised Exhibit A is an attachment to the First Second Third amendment to Agreement.

The tasks set forth in the original Exhibit A, or in any previous amendment to the original Exhibit A, are amended as follows:

Task No. 2, entitled “Aggregate Database Development,” is amended to read as follows:

Task No. 2: Aggregate Database Development

A. Services: Consultant will aggregate and analyze all collected administrative record data to a central database and identify any critical omissions or structural problems with the existing employee record database.

B. Deliverable: Consultant will provide an aggregated database and data collection template to use to structure past, present, and future employee records. Template will include cost options for online implementation and recommendations for data management.

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

- On or before the following date: April 1, 2022.
- On or before _____ Business Days from _____.

Task No. 3, entitled “Create an Employee Survey Pilot,” is amended to read as follows:

Task No. 3: Create an Employee Survey Pilot

A. Services: Create a survey to be filled out by all employees across units within the SJPD, created in partnership with San Jose Police Department and the City Manager’s Office.

B. Deliverable Survey instrument with metrics for evaluation to be disseminated.

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

- On or before the following date: April 1, 2022.
- On or before _____ Business Days from _____.

Task No. 4, entitled “Create a Community Resident Survey Pilot,” is amended to read as follows:

Task No. 4: Create a Community Resident Survey Pilot

A. Services: Create a survey about police programs to be filled out by various resident stakeholders, that interact with the San Jose Police Department, identified in partnership with City staff.

B. Deliverable A functioning survey instrument with metrics for evaluation to be disseminated to a limited group of resident stakeholders to identify any problems with the survey instrument prior to community-wide distribution.

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

On or before the following date: April 1, 2022.

On or before _____ Business Days from _____

Task No. 5, entitled “Survey(s) Implementation,” is amended to read as follows:

Task No. 5: Survey(s) Implementation

A. Services: Disseminate survey(s) in partnership with City employees to all community members and employees identified to complete survey. At least 3 follow-up attempts will take place to those who are non-respondent to request.

B. Deliverable A functioning survey instrument deployed with follow-up steps in place to reach out to non-respondents to secure the most responses.

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

On or before the following date: April 16, 2022.

On or before _____ Business Days from _____

Task No. 6, entitled “Conduct Interviews with Residents and Stakeholders,” is amended to read as follows:

Task No. 6: Conduct Interviews with Residents and Stakeholders

A. Services: Develop and utilize group and individual interview tools to allow for data collection, aggregation, and analysis regarding departmental programming, policy, and budget.

B. Deliverable: Transcribed interviews and additional documentation of all group and individual interviews, including a summary of top findings related to police programs, policy, and budget.

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

- On or before the following date: May 20, 2022.
- On or before _____ Business Days from _____.

Task No. 7, entitled “Data Analysis and Gender Action Plan,” is amended to read as follows:

Task No. 7: Data Analysis and Gender Action Plan

A. Services: Consultant will aggregate all qualitative interview data, quantitative data collected across departments, and additional data collected to this point to perform a comprehensive analysis, which will be summarized in a report to be presented to the City Council.

B. Deliverable: A series of short reports that aggregately cover policy recommendations to implement specifically in the Police Department as well as across departments. Reports will focus on

- Current distribution of departmental funding and resources for underrepresented gender groups of employees and residents;
- Recommendations for restructuring departmental funding and resources to improve gender equity among departmental personnel and programs;
- Detailed information about implementation of the SJPD intersectional gender analysis and recommendations for other City departments to conduct similar analyses;
- Recommendations for the SJPD and other City departments to regularly evaluate the intersectional gender equity among personnel and programs; and
- An action plan for SJPD and City departments to make incremental management and policy changes based on future intersectional gender equity evaluations.

Consultant will appear virtually with staff to present a summary of the reports to the City Council.

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

- On or before the following date: June 30, 2022.
- On or before _____ Business Days from _____.