

BOS AGREEMENT NO. 24-127-A1

**AMENDMENT TO COUNTY OF MENDOCINO
AGREEMENT NO. 24-127**

This Amendment to Agreement No. 24-127 is entered into by and between the COUNTY OF MENDOCINO, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and VISIONARY INTEGRATION PROFESSIONALS, hereinafter referred to as "CONTRACTOR," the date this Amendment is fully executed by all parties.

WHEREAS, Agreement No. 24-127 was entered into on 6/11/24; and

WHEREAS, upon execution of this document by COUNTY and CONTRACTOR, this document will become part of the aforementioned contract and shall be incorporated therein; and

NOW, THEREFORE, we agree as follows:

1. The Exhibit A, Definition of Services, set out in Agreement No. 24-127 has been altered and a new Exhibit A is attached herein.
 - a. Change to Interface
 - i. From DocuSign
 - ii. To GIS
2. The Exhibit B, Payment Terms, set out in Agreement No. 24-127 has been altered and a new Exhibit B is attached herein.
 - a. Maintenance and Support to Annual
 - b. From Time and Materials to Fixed

All other terms and conditions of Agreement No. 24-127 shall remain in full force and effect.

IN WITNESS WHEREOF

DEPARTMENT FISCAL REVIEW:



DEPARTMENT HEAD _____ DATE **10/31/2024**

Budgeted: Yes No

Budget Unit: WOLJA21

Line Item: 862189

Grant: Yes No

Grant No.: G21-017

CO Signed by: **PANY NAME**

By: David Teater
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Date: 11/12/2024

NAME AND ADDRESS OF CONTRACTOR:

Visionary Integration Professionals

80 Iron Point Circle, Suite 100

Folsom, CA 95630

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement.

COUNTY OF MENDOCINO

By: Maureen Mulheren
MAUREEN MULHEREN, Chair
BOARD OF SUPERVISORS

Date: 12/03/2024

ATTEST:

DARCIE ANTLE, Clerk of said Board

By: Antle
Deputy 12/03/2024

I hereby certify that according to the provisions of Government Code section 25103, delivery of this document has been made.

DARCIE ANTLE, Clerk of said Board

By: Antle
Deputy 12/03/2024

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:

By: J. Sh
COUNTY COUNSEL

Date: 10/31/2024

INSURANCE REVIEW:

By: Darcie Antle
Risk Management

Date: 10/31/2024

EXECUTIVE OFFICE/FISCAL REVIEW:

By: David Teater
Deputy CEO or Designee

Date: 10/31/2024

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; \$50,001+ Board of Supervisors

Exception to Bid Process Required/Completed

Mendocino County Business License: Valid

Exempt Pursuant to MCC Section: _____

EXHIBIT A

DEFINITION OF SERVICES

CONTRACTOR shall provide the following services:

Accela Cannabis Enhancements and Efficiencies

Scope of Services / Payment Provisions

Referencing the County of Mendocino Standard Services Agreement (PA #24-35), executed December 5, 2023, this Exhibit A1 Statement of Work (“SOW”), defines the scope of services proposed for Mendocino County’s Accela Cannabis Instance and provides a definition of the professional services (collectively, the “Services”) to be provided by Visionary Integration Professionals, LLC (hereinafter “VIP”) to Mendocino County (hereinafter “County”).

Introduction

Subsequent to the Cannabis Licensing Implementation Project, the County wishes to extend the Monthly Maintenance and Support Term for an added 6 Month Term and has requested additional implementation services for product enhancements and configuration changes.

1. Scope of Services

1.1 Maintenance Support, Extension to Annual Maintenance and Operational Support

VIP will provide Application Support to maintain continuity of operations for the Accela Cannabis Solution. Inclusive of the following:

- Provide single point of contact for general inquiries.
- Provide Subject Matter expertise for the triage of issues and trouble shooting.
- Management of Accela Support Issues
- Any configuration updates, system changes and enhancements will be quoted and estimated as required on a separate basis and will not be inclusive of the standard Monthly Maintenance and Operational Support.

VIP will allocate 1,800 hours for the Term identified for Maintenance and Operational Support.

1.2 Time and Materials Product Enhancements

VIP will provide hourly assistance for mutually agreed upon enhancements and shall provide services and staff on a time and materials basis to accomplish the following tasks:

1.2.1 Project Management and Oversight for the Delivery of Tasks as Defined

- 1.2.2 New Record Types, Five (5):
 - A. Notice of Fallowing
 - B. Rescind Notice of Fallowing
 - C. Appeal General
 - D. Tax Appeal
 - E. Reassignment
- 1.2.3 Changes and Updates to Batch Scripts
- 1.2.4 Changes to Add/Remove Custom Fields
- 1.2.5 Script changes for the custom field changes
- 1.2.6 Changes to the Renewal Record
- 1.2.7 Workflow Changes for AV (Back-office)
- 1.2.8 PageFlow Changes for ACA
- 1.2.9 New Notifications for TTC and New Record Types
- 1.2.10 New Payment Adapter Configuration
- 1.2.11 From DocuSign to ArcGIS Online Integration

Additional Enhancements can be mutually agreed upon and delivered under this agreement at the rates and terms specified.

2. Product Enhancements

Upon execution of the SOW, VIP and the County will jointly commit to the start date for the Product Enhancements. Upon initiation of these Services, the VIP Project Manager will work with the County Project Manager to collaboratively define a baseline schedule but can do so prior to this if mutually agreed upon. The VIP Project Manager will work closely with County Project Manager to update, monitor, agree, and communicate any modifications within the Change Management process.

Additional Enhancements can be mutually agreed upon and delivered under this agreement within the Period of Performance specified.

EXHIBIT B

PAYMENT TERMS

3. PAYMENT TERMS

The amount for the delivery of the Services as set forth in the Scope of Services shall remain \$505,810.00.

4. BILLING

4.1 Maintenance and Operational Support

Annual Maintenance and Operational Support shall not exceed \$288,000.00.

4.2 Time and Materials Support

This amendment allows for fixed invoicing for hours identified in the original agreement referenced for scope of services as outlined.

5. PROJECT ASSUMPTIONS

5.1 General assumptions beyond assumptions and statements preceding this are listed below. Additional scope beyond this can be addressed per the change management process and associated change order.

- a. Work performed will be conducted remotely. If onsite travel is requested, this can be negotiated beyond this agreement to be mutually agreed upon.
- b. Assumes implementation using VIP's Jira and Confluence toolsets. VIP will provide the configuration of Jira and Confluence for the County project.
- c. VIP's Agile Methodology will be used for the delivery of the Services as outlined.
- d. The County will designate a Project Manager to act as the principal POC for this effort.
- e. Staff Availability - VIP will have access to County SME's and relevant County project stakeholders throughout the project lifecycle to get additional information and approvals that will enable completion of project.