

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF CONTRACT AMENDMENT

TO:	DATE ISSUED:	June 18, 2018
Leadership Arlington, Inc.	CURRENT CONTRACT NO:	16-020-RFP
4420 N Fairfax Drive, Suite 102	CONTRACT TITLE:	DHS – Volunteer Arlington Program Management
Arlington, VA 22203		

**THIS IS A NOTICE OF A CONTRACT AMENDMENT AND NOT AN ORDER. NO WORK IS AUTHORIZED
UNTIL THE
VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.**

The above referenced contract is amended as follows:
Additional One-Time Funding added for Fiscal Year 2018.

Contract expiration **May 31, 2019**, with a possible FIVE (5) additional 1-year renewals thru May 31, 2024.

The contract documents consist of the terms and conditions of Agreement No. 16-020-RFP including any exhibits, attached or amendments thereto.

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: <u>Betsy Frantz</u>	TELEPHONE NO.:	<u>703 528 2522</u>
	EMAIL ADDRESS:	bfrantz@leadershiparlington.org
COUNTY CONTACT: <u>Arogya Singh</u>	TELEPHONE NO.:	<u>703-228-1603</u>
	EMAIL ADDRESS:	asingh1@arlingtonva.us

CONTRACT AUTHORIZATION

Vanessa Moorehead
Procurement Officer

6/18/18
Date

DISTRIBUTION
VENDOR: 1 DEPARTMENT: 4
BID FOLDER: 2

ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 16-020-RFP
AMENDMENT NUMBER 1

This Amendment Number 1 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 16-020 dated June 17, 2016 ("Main Agreement") made between Leadership Arlington, Inc. 4420, N. Fairfax Drive, Suite 102, Arlington, Virginia 22203 ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the FY18 Contract Amount to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

Add an additional one-time payment of \$20, 868.75 to the Fiscal Year 2018 budget from \$241,500.00 to \$262,368.75 to enhance the Scope of Work.

REVISE SCOPE OF WORK 'ATTACHMENT A' TO INCLUDE:

The Contractor shall satisfy the following Search Improvements outcomes:

- Increased speed of the site in general
- Increased speed of volunteer opportunity searches
- Improved user experience during search: the system will update the display with a message that it is conducting a search rather than wait until the results are ready to update the screen
- Better architectural foundation for future development
- Better architectural foundation for third-party integrations, such as development of a mobile application, or "Our Volunteer Opportunity" widgets on partner websites
- Sort results by various column headings
- Provide sensible default sorting of results

In exchange, the County will pay the Contractor a one-time payment for this service an amount not to exceed \$14,175.

The Contractor shall satisfy the following Homepage and Layout Improvement outcomes:

- Emergency alerts are more prominently displayed and optimized for mobile devices.
- The homepage is more focused, with fewer visible blog posts, and a separate blog archive is available for perusal.
- Links to further engage constituents in the social networks where they reside are added to the homepage.
- User login is more prominent.

In exchange, the County will pay the Contractor a one-time payment for this service an amount not to exceed \$1,443.75.

The Contractor shall satisfy the following Reporting Improvements outcomes:

- Better user experience for volunteer coordinators reporting on activity: ability to use autocomplete when filtering by project to more easily find the project of interest.

- Better user experience for volunteer coordinators reporting on activity: styling changes to improve readability of text.
- Better user experience for volunteer coordinators: ease of use in exporting reports to CSV and scheduling reports to be automatically emailed to a configurable address.
- Volunteers will have the ability to view a report on their own hours (e.g., for a parole officer or high school guidance counselor) on demand, without consulting Volunteer Arlington staff or any partner organizations.

In exchange, the County will pay the Contractor a one-time payment for this service an amount not to exceed \$3,412.50.

The Contractor shall satisfy the following Areas of Impact outcomes:

- Organizations can specify more than one area of impact (e.g., homelessness and domestic violence, elder care and LGBTQ).
- Volunteer match emails will return more relevant matches; opportunities tagged with two or three areas of impact are more likely to pair with one of the volunteer's areas of interest.
- Our current list of areas of impact will be refined, resulting in better email match notifications

In exchange, the County will pay the Contractor a one-time payment for this service an amount not to exceed \$1,837.50.

All other terms and conditions of the Main Agreement, as amended shall remain in full force and effect.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

SIGNED: 

PRINT NAME: MARIA MEREDITH
TITLE: ACTING PURCHASING AGENT

DATE: 6/18/18

LEADERSHIP ARLINGTON

SIGNED: 

PRINT NAME: LIZ NOHRA
TITLE: ACTING PRESIDENT AND CEO/SECRETARY

DATE: 6/15/18