



**AGREEMENT NO. 22-DMF-RFP-538  
AMENDMENT NUMBER 2**

This Amendment No. 2 ("Amendment") is made on 3/22/2024 by the County and amends Agreement Number 22-DMF-RFP-538 dated May 4, 2022 ("Main Agreement") between MGT of America Consulting, LLC ("Contractor") and the County Board of Arlington County, Virginia ("County").

The County and the Contractor agree to amend the Main Agreement as follows:

- 1. **Contract Renewal:** Pursuant to Section 4. Contract Term, the contract is hereby renewed for its second subsequent contract term for an additional 12-month period from July 1, 2024, to June 30, 2025, with two (2) additional renewals remaining. Pricing from July 1, 2024, to June 30, 2025, shall be in accordance with the attached Revised Exhibit B – Contractor Pricing.
- 2. **1. Contract Documents:** the following contract documents are hereby REMOVED:  
  
Exhibit D– Contractor COVID-19 Vaccination Certification  
Exhibit E – Contractor COVID-19 Vaccination Quarterly Compliance Certification
- 3. **6. Payment** is hereby changed to add the following paragraph:  
  
*The Contractor also must submit to the County’s Project Officer its W-9 Form, which will include its Federal Employer Identification Number (“FEIN”) or Social Security Number (“SSN”), whichever is applicable, before the County can process payment to the Contractor under the Contract.*
- 4. **Remove 21. Covid-19 Vaccination Policy for Contractors** in its entirety.

All other terms and conditions of the Main Agreement remain in effect.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON  
COUNTY, VIRGINIA

MGT OF AMERICA CONSULTING, LLC

SIGNED BY: Jomeka D. Price  
DocuSigned by:  
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SIGNED BY:

PRINT NAME: TOMEKA D. PRICE

PRINT NAME: A. Trey Traviesa

AND TITLE: PROCUREMENT OFFICER

TITLE: CEO

DATE: 3/22/2024

DATE: 3/15/2024

**REVISED EXHIBIT B  
CONTRACTOR PRICING**

Position	VP/Director	Manager	Senior Consultant
Hourly Rates	\$193.98	\$166.42	\$128.26

<b>MGT's COST PROPOSAL PHASES AND TASKS - HOURS AND RATES PER POSITION CONTRACT NO. 22-DMF-RFP-538 COST AND FEE STUDY</b>						
Milestones and Tasks			VP/Director	Manager	Senior Consultant	TOTAL
			\$193.98	\$166.42	\$128.26	
1.0		<b>Phase I - Task 1 - Meet to Conduct Interviews</b>	20.00		6.00	26.00
	1.1	Prepare for Interviews	4.00	-	2.00	6.00
	1.2	Meeting	8.00	-	4.00	12.00
	1.3	Develop stakeholder engagement process	8.00	-	-	8.00
2.0		<b>Phase I - Task 2 Conduct a Comprehensive Assessment of Fee Schedules</b>	10.00		22.00	32.00
	2.1	Assess existing schedules	8.00	-	8.00	16.00
	2.2	Collect Data and Analyze	2.00	-	4.00	6.00
	2.3	Benchmark Reserve Policies	-	-	10.00	10.00
3.0		<b>Phase I Task 3 - Identify Costs</b>	32.00		90.00	122.00
	3.1	Develop User Fee Data Collection templates	2.00	-	8.00	10.00
	3.2	Conduct Immersion Meetings	12.00	-	30.00	42.00
	3.3	Calculate Initial Numbers	8.00	-	24.00	32.00
	3.4	Review/Revise with Staff	8.00	-	24.00	32.00
	3.5	Develop Final Fee Schedules	2.00	-	4.00	6.00
4.0		<b>Phase I - Task 4 - Provide Recommendations</b>	8.00		20.00	28.00
	4.1	Identify Potential New Fees	2.00	-	4.00	6.00
	4.2	Conduct Cost Analysis of those New Fees	4.00	-	12.00	16.00
	4.3	Write-Up of Recommendations	2.00	-	4.00	6.00
5.0		<b>Phase I - Task 5 - Draft Report</b>	24.00		24.00	48.00
	5.1	Write Draft Report	24.00	-	24.00	48.00
6.0		<b>Phase II - Recommend Fee Schedule - Task 6 Develop Options</b>	8.00		8.00	16.00
	6.1	Recommended Options for Updated Fee Structure	8.00	-	8.00	16.00
7.0		<b>Phase II - Task 7 Develop Recommendations on Timing and Process</b>	8.00		8.00	16.00
	7.1	Recommendations on Timing and Process	8.00	-	8.00	16.00
8.0		<b>Phase II - Task 8 Cost Analysis</b>	4.00		8.00	12.00
	8.1	Cost Analysis Revisions	4.00	-	8.00	12.00

<b>MGT's COST PROPOSAL</b>						
<b>PHASES AND TASKS - HOURS AND RATES PER POSITION CONTRACT NO. 22-DMF-RFP-538 COST AND FEE STUDY</b>						
Milestones and Tasks		VP/Director	Manager	Senior Consultant	TOTAL	
		\$193.98	\$166.42	\$128.26		
9.0		<b>Phase II - Task 9 Fee Review Plan</b>	4.00		4.00	8.00
	9.1	Fee Update Plan Development	4.00	-	4.00	8.00
10.0		<b>Phase II - Task 10 Prepare Final Phase II Report</b>	6.00		12.00	18.00
	10.1	Final Phase II Report - Develop & Present	6.00	-	12.00	18.00
11.0		<b>Phase III Community Engagement</b>	16.00	16.00	16.00	48.00
	11.1	Conduct Focus Groups	8.00	8.00	8.00	24.00
	11.2	Conduct Workshop	4.00	4.00	4.00	12.00
	11.3	Develop Report (PPTX)	4.00	4.00	4.00	12.00
12.0		<b>Phase III Benchmarking Analysis Task 11 Benchmark Fees</b>	8.00		140.00	148.00
	12.1	Comparative Survey Development, Collection, Analysis	8.00	-	140.00	148.00
13.0		<b>Phase IV Cost Recovery Model &amp; Final Report Task 12 Develop Excel Based Rate Model</b>	2.00		6.00	8.00
	13.1	Provide Excel based Model	2.00	-	6.00	8.00
14.0		<b>Phase IV - Task 13 Develop and Provide Model User Guide</b>	12.00		4.00	16.00
	14.1	Prepare Model Documentation	12.00	-	4.00	16.00
15.0		<b>Phase IV - Task 14 - Develop and Provide Final Report</b>	4.00		4.00	8.00
	15.1	Final Report Development	4.00	-	4.00	8.00
16.0		<b>Phase IV - Task 15 - On-Going Training</b>	2.00		16.00	18.00
	16.1	On-Going Training	2.00	-	16.00	18.00
17.0		<b>Phase IV - Task 16 - Presentations</b>	24.00	8.00	-	32.00
	17.1	CM Presentation - August 2022	4.00	4.00	-	8.00
	17.2	CM Presentation - November 2022	4.00	-	-	4.00
	17.3	County Board Presentation - early 2023	4.00	4.00	-	8.00
	17.4	County Commissioners' Presentations - early 2023	6.00	-	-	6.00
	17.5	Internal Staff Stakeholders - mid-July, Sept. 30, Nov. 30	6.00	-	-	6.00
		<b>TOTAL HOURS</b>	<b>192.00</b>	<b>24.00</b>	<b>388.00</b>	<b>604.00</b>
		<b>PROPOSED (ADJUSTED) HOURLY RATE</b>	<b>\$193.98</b>	<b>\$166.42</b>	<b>\$128.26</b>	
		<b>TOTAL PROPOSED FEES</b>	<b>37,244.16</b>	<b>3,994.08</b>	<b>49,764.88</b>	<b>91,003.12</b>