

ORIGINAL

AGREEMENT FOR SERVICES #455-S1710

AMENDMENT I

This Amendment I to that Agreement for Services #455-S1610, made and entered by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and Capitol Tech Solutions, a California Corporation, duly qualified to conduct business in the State of California, whose principal place of business is 2831 G Street, Suite 110, Sacramento, CA 95816, and whose Agent for Service of Process is Adam C. Brown, 11140 Fair Oaks Blvd., Ste. 100, Fair Oaks, CA 95628 (hereinafter referred to as "Consultant");

RECITALS

WHEREAS, Capitol Tech Solutions has been engaged under Agreement for Services #455-S1710 to provide the personnel and equipment necessary to provide services as outlined on Exhibit "A" of the original Agreement for Services #455-S1710, dated May 1, 2017, incorporated herein and made by reference a part thereof; and

WHEREAS, the parties hereto have mutually agreed to amend **ARTICLE I – Scope of Services**, and **ARTICLE III – Compensation for Services**.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and covenants contained, County and Consultant mutually agree to amend the terms of the Agreement in this first Amendment to Agreement for Services #455-S1710 as follows:

ARTICLE I

Scope of Services: Consultant agrees to furnish the personnel and equipment necessary to provide additional services as outlined on amended Exhibit "A" attached hereto and incorporated herein by reference.

ARTICLE III

Compensation for Services: For services provided herein, including any deliverables that may be identified herein, County agrees to pay Consultant upon the satisfactory completion and County's acceptance of work, monthly in arrears and within forty-five (45) days following the County's receipt and approval of itemized invoice(s) identifying services rendered.

For the purposes of this Agreement effective September 1, 2017, the billing rate shall be an additional Two Thousand Dollars and no/100 (\$2,000.00) per month for the remaining term of

this Agreement for Services #455-S1710, for a total of Three Thousand Six Hundred Dollars and no/100 (\$3,600.00) per month.

Total amount of this Agreement shall not exceed \$37,200.

Itemized invoices shall follow the format specified by County and shall reference this Agreement number on their faces and on any enclosures or backup documentation. Copies of documentation attached to invoices shall reflect Consultant's charges for the specific services billed on those invoices. Invoices shall be mailed to County at the following address:


County of El Dorado
District Attorney
515 Main Street
Placerville, California 95667

or to such other location as County directs.

In the event that Consultant fails to deliver the documents or other deliverables required by the individual Work Orders issued pursuant to this Agreement, County at its sole option may delay the monthly payment for the period of time of the delay, cease all payments until such time as the deliverables are received, or proceed as set forth herein below in Article XI, Default, Termination, and Cancellation.

Except as herein amended, all other parts and sections of that Agreement for Services #455-S1710 shall remain unchanged and in full force and effect.

Requesting Contract Administrator/Department Head Concurrence:

By: 
Vern Pierson
District Attorney
District Attorney's Office

Dated: 9/6/17

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below.

-- COUNTY OF EL DORADO --

By: _____ Dated: _____
Purchasing Agent
Chief Administrative Office
"County"

-- CONSULTANT --

CAPITOL TECH SOLUTIONS
A CALIFORNIA CORPORATION

By:  _____ Dated: 9/6/17
Robert M. Reed
Chief Executive Officer
"Consultant"

By:  _____ Dated: 9/6/17
Corporate Secretary

EXHIBIT "A"

AMENDMENT I

Proposal includes acting as an advisor for social media, digital outreach and crisis communications. Specifically, this includes the following:

- Two hours onsite training and support per month with District Attorney and senior staff. The purpose of the training will include advice for establishing best practices for social media and creating proactive, uniform internal policies and procedures for digital communication. This will also include discussions about establishing best practices for District Attorney's office engagement with public and media outlets.
- Consultant will advise District Attorney on using social media to best distribute important information to El Dorado County residents.
- Consultant will assist District Attorney in strategic communication in the event of high profile or major cases.
- Monthly calls and email communications about social media and digital outreach, including help with messaging and developing content.
- As directed, assists with planning and distribution of news releases and other external communication for the District Attorney's Office to ensure that the community is well-informed.
- Responds in a timely manner to information requests and inquiries from state and local media.
- Provides public information regarding the criminal justice system and facilitates media requests for information, for interviews, and for the status of pending criminal cases.
- Acts as a spokesperson for the District Attorney or assistants when requested by the District Attorney.
- Works with the District Attorney, as directed, on preparing strategic communications on pending public safety and criminal justice legislation.
- Arranges periodic news conferences and interviews and strategically arranges media meetings to provide an open dialogue and communication between the District Attorney and the media.
- Notifies, as directed, local media members of anticipated major trials, convictions,

sentencing, and cold case developments on behalf of the District Attorney.

- Maintains knowledge of skills, processes, and best practices in the area of communications and media relations.
- Acts as a media relations and external communications resource for the District Attorney and staff.