

AMENDATORY AGREEMENT

This **AMENDATORY AGREEMENT** is made between the **CITY AND COUNTY OF DENVER**, a home rule and municipal corporation of the State of Colorado (the “City”) and **EPICENTER INNOVATION, LLC**, a Colorado limited liability company whose address is 2358 N. Ogden St., Unit B, Denver, CO 80205 (the “Consultant”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated April 14, 2020 (the “Agreement”) to provide on-call emergency consulting on COVID-19 response and/or other related emergency incidents support.

B. The Parties wish to amend the Agreement to extend the term, increase the maximum contract amount, and amend the scope of work.

NOW THEREFORE, in consideration of the premises and the Parties’ mutual covenants and obligations, the Parties agree as follows:

1. Section 3 of the Agreement entitled “**TERM**” is hereby deleted in its entirety and replaced with:

“**3. TERM**: The Agreement will commence on **March 20, 2020**, and will expire on **August 31, 2021** (the “Term”). The term of this Agreement may be extended by the City under the same terms and conditions by a written amendment to this Agreement. Subject to the Executive Director’s prior written authorization, the Consultant shall complete any work in progress as of the expiration date and the Term of the Agreement will extend until the work is completed or earlier terminated by the Executive Director.”

2. Section 4 of the Agreement entitled “**Compensation and Payment**” Sub-section d. (1) entitled “**Maximum Contract Amount**:” is hereby deleted in its entirety and replaced with:

“**d. Maximum Contract Amount**:

(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **SEVEN HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$750,000.00)** (the “Maximum Contract Amount”). The City is not obligated to execute an Agreement or any amendments for any further services, including any services performed by Consultant beyond that specifically described in

Exhibit A. Any services performed beyond those in Exhibit A are performed at Consultant's risk and without authorization under the Agreement.”

3. **Exhibit A** is hereby deleted in its entirety and replaced with **Exhibit A-1 Scope of Work**, attached and incorporated by reference herein. All references in the original Agreement to Exhibit A are changed to Exhibit A-1.

4. As herein amended, the Agreement is affirmed and ratified in each and every particular.

5. This Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

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Contract Control Number: ENVHL-202057074-01 / ENVHL-202054218-01
Contractor Name: EPICENTER INNOVATION, LLC

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver

By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-202057074-01 / ENVHL-202054218-01
EPICENTER INNOVATION, LLC

By: DocuSigned by:
Christopher Tarantino
EE41F50CA3314C8...

Name: Christopher Tarantino
(please print)

Title: CEO
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)

SCOPE OF WORK

The service categories and pricing information shown on this agreement is offered as preferred pricing to the City and County of Denver only and should not be used as an exhibit or cost comparison document by any other entity, public or private.

Deployment / Incident Support - Epicenter Deployment Support Unit (EDSU)

Position Type	Scope (Position Descriptions Available)	Hourly Rate ¹
Command Staff (including assistants)	Incident Commander Safety Officer Liaison Officer Public Information Officer	\$275/hr (per person)
General Staff (including deputies)	Logistics Finance / Admin Operations Planning Situation Unit Leader	\$250/hr (per person)
Technical Specialists	Situation Unit / Open Source Information Specialist Public Communication & Messaging Specialist Weather Decision Support Specialist GIS / Mapping Specialist Other Technical Specialist	\$250/hr (per person)
Support Staff	Subordinate ICS & Technical Specialist Positions (not assistants/deputies)	\$220/hr (per person)
Just-in-Time Training & Exercise	Command & General Staff Mentor Incident Observer / Evaluator Training Specialist	\$275/hr (per person)
Admin & Misc.	Administrative Support for EDSU Personnel Administrative Assistance Other Admin & Misc. Staffing	\$150/hr (per person)

¹ Assumes 12-14hr. operational periods (minimum 10hrs per day), does not include travel allowances (varies ~\$250-600/day)

Tests, Training, and Exercise (TT&E)²

Service Type	Scope	Rate
Training: Virtual Course / Seminar	Instructor-Led Training (ILT) or Pre-Recorded Session (Development: \$200/hr)	\$5,000 - \$10,000 (subject to change due to duration & complexity)
Training: In-Person Course / Seminar	1-Day Training Development & Delivery: Seminar	\$8,000/day
	Multi-day Training Development & Delivery: Course	\$6,000/day
Workshop	Half-Day In-Person	\$6,500
	Half-Day Virtual	\$5,000
	Full-Day In-Person	\$12,000
	Full-Day Virtual	\$10,000
Bootcamp	Multi-Day, Skill-Based Hands-On Training	\$20,000 - \$80,000
Tabletop Exercise Functional Exercise Full-Scale Exercise	Design	\$15,000 - \$200,000
	Facilitation / Conduct (Controller, Facilitator, etc.)	\$8,000/day (individual personnel rates TBD by scope)
	Evaluation & Improvement Planning (Evaluator, Analyst, etc.)	
Consulting & Misc. Support	Master Exercise Practitioner (MEP) or similar - Training/Exercise Specialist support & consultation, Multi-Year Training & Exercise Planning audit, supplementation, program/project development & implementation	\$3,800 (per 20hr. block)

² Pricing shown here is subject to scope agreement (e.g. a 2hr Full-Scale Exercise may be more complex than a 6hr exercise)

Software, Hardware, and Other Support

Supplemental Hardware, Software & other Resources		Cost
Social Media Monitoring	Softwares that support passive and active social media monitoring, open-source information gathering, and community engagement	\$TBD (subject to unit price and availability, estimates to be provided)
Incident Management	Organizational software for on-site & remote incident management and team coordination	
Mass Communication & Emergency Notification Systems	Internal & external emergency / operational messaging software, notification systems, and supporting technologies	
Temporary Power Solutions	Branded power tables, towers, trailers, portable batteries, and other power solutions for charging devices and equipment in the field or inside operations centers	
Climate-controlled Temporary Shelters	Palletized sheltering solutions for displaced, homeless, or isolated populations	

Planning, Consulting, and Project/Program Management Support

Service Type	Scope	Rate
Assessment & Evaluation	Safety Technology Assessment Threat & Hazard Identification & Risk Assessment Emergency Management Program Evaluation Incident Management Team (IMT) Evaluation Misc. Assessment / Evaluation	\$12,000 - \$150,000
Consulting	Emergency Management Consulting & Strategic Advisory Services	\$3,800 (per 20hr. block)
Marketing & Communication Strategy	Content Development Graphic Design Strategy & Campaign Development Educational Program Design Technical Writing Multimedia Design & Advisory Social Media & New Media Automation	\$35,000 - \$200,000 (\$180/hr if billed hourly)
Misc. Project	Preparedness & Education Campaign Design/Management RFP and Procurement Support Recruitment & Staffing Support Program Management & Execution / Implementation Executive Coaching & Professional Development	\$30,000 - \$500,000 (\$180/hr if billed hourly)

Travel & Reimbursement Costs (ALL LINE ITEMS):

Reimbursement	Scope	Rate
Travel Allowance	<p>Air transportation: flight booking & travel management fees, checked baggage, etc.</p> <p>Ground transportation: rental vehicle (shared between two travelers) and/or taxi/car service for use to/from the airport, office, etc.</p> <p>Lodging: hotel and/or short-term rental lodging within City/County of Denver</p> <p><i>Note: As of March 2020, the GSA rates are \$76/day for MI&E and \$162/night (before taxes/fees) FAR lodging per traveler. These numbers are illustrative and subject to change; www.gsa.gov shall be the only source for current approved rates associated with travel if reimbursement is sought outside of a travel allowance.</i></p>	<p>\$TBD³</p> <p>(based on duration of travel & other parameters; can be billed on a reimbursable cost basis, though this increases admin burden)</p>

³ Example two week deployment: \$6,000 per traveler travel allowance covers all air/ground transportation, miscellaneous expenses, reimbursable per diem, lodging, associated fees, etc. for two week period; in using this structure (rather than collecting, organizing, scanning, and compiling all receipts for reimbursable expenses), Epicenter Innovation takes on all risk associated with travel expenses and reduces the overall administrative burden on City/County employees.

Long-Term Staffer

DELIVERABLES / STAFFING ¹	TIMELINE	INVESTMENT
EDSU: ICS Long-Term Staffer – Management of all operations related to incident mission, incident command and executive leadership directives, and supervision of all elements related to the execution of the IAP or other deliverables. Incident Command / General Staff positions or subordinate.	1/15/2021 – 6/30/2021 (can begin sooner, depending on availability)	\$25,500 (per month, 5.5 month commitment)
Long-Term Staffer (2021) - Travel Allowance / Travel Management Fee: <ul style="list-style-type: none"> • Air transportation: flight booking & travel management fees, checked baggage, etc. • Ground transportation: rental vehicle (shared between two travelers) and/or taxi/car service for use to/from the airport, office, etc. • Lodging: hotel and/or short-term rental lodging within City/County of Denver <p><i>Note: current GSA rates are \$76/day for MI&E and \$199/night (before taxes/fees) FAR lodging per traveler.</i></p>	Ongoing (for on-site personnel only)	\$2,500 total per traveler (per month)
Total for Long-term Staffer: \$154,000.00		

This staffing assumes 12-15hr. daily shifts at the DDPHE Department Operations Center initially starting the week of 1/15/2020; these positions may be virtual for a portion or the entire duration of deployment (to be determined by client POC).

All line items above, including travel, are subject to receipt and approval of a “Notice to Proceed” (NTP) from the City and County of Denver.