SYSTEM PROCUREMENT AGREEMENT
AMENDMENT NO. 1

This Amendment No. 1 to Contract No. K-1718-81 is between the City of Norman, Oklahoma, a municipal corporation, (hereinafter referred to as the "Customer") and IntelliTime Systems Corporation, (hereinafter referred to as the "Vendor").

WITNESSETH:

WHEREAS, the parties entered into Contract No. K-1718-81, for the purpose of Vendor's design, development, fabrication, assembly and installation or Customer of a specialized, integrated System in accordance with the relevant project documents, including Section 2 of the Contract No. K-1718-81 ("Project"); and

WHEREAS, Contract No. 1718-81 was for a total amount of $250,175.00.

WHEREAS, the Customer requires various additional services from Vendor, necessitating an amendment amending the scope of Contract No. K-1718-81 and a price increase of $34,300.00 total, for a new contract price of $284,475.00; and

NOW, THEREFORE, the parties desire to amend Contract No. K-1718-81 as follows:

I.   The Project shall be amended to include and accommodate Vendor's provision of the items and services described in Exhibit A hereto ("Exhibit A Services"):
  a. The Exhibit A Services shall be provided at the following cost:

Professional Services Description	Units	Rate	Total
Updating of the Employee Import and Creation of new Project Import	1	$2,500	$ 2,500
			$2,500

  b. The Exhibit A Services shall be completed by _____; and
  c. Customer's payment for Exhibit A Services shall be due within 30 days of Customer's receipt of an invoice.

II. The Project shall be amended to include and accommodate Vendor's provision of the items and services described in Exhibit B hereto ("Exhibit B Services"):
  a. The Exhibit B Services shall be provided at the following cost:

Professional Services Description	Units	Rate	Total
Project Management Monthly	3	$5,000	$15,000
Configuration Services Monthly	3	$2,500	$ 7,500
			$22,500

    b. The Exhibit B Services shall be performed between March and May of 2021; and

    c. Customer's payment for Exhibit B Services shall be due within 30 days of Customer's receipt of an invoice.

III.   The Project shall be amended to include and accommodate Vendor's provision of the items and services described in Exhibit C hereto ("Exhibit C Services"):

    a. The Exhibit C Services shall be provided at the following cost:

Remove		License	Support
9200	GED Get External Data Interface – Import Work Orders	-$9,500	-$1,999
Add			
5210	IntelliTime IVR Interface 4 ports	$9,500	$2,200

Professional Services Description	Units	Rate	Total
Development\Configuration\Development\Testing	*60*	$155/hr	**$9,300**

Increase to Annual Support Contract (in addition to setup costs):
- Increase of ($300) to be paid with yearly support renewal.

    b. The Exhibit C Services shall be performed by _____.

    c. Customer's payment for Exhibit C Services shall be due within 30 days of Customers' receipt of an invoice.

Contract No. K-1718-81 shall only be amended as required to give full force and effect to these amendments. All other terms of Contract No. K-1718-81 shall remain in full force and effect.

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IN WITNESS WHEREOF, the CITY and the ORGANIZATION have executed this Agreement.

DATED this _____ day of _____, 2021.

CITY OF NORMAN, OKLAHOMA
("Customer")

By: _____
    Mayor Breea Clark

ATTEST:

By: _____
    Brenda Hall, City Clerk

Approved as to form and legality this _____ day of _____, 2021.

_____
City Attorney

INTELLITIME SYSTEMS CORPORATION
("Organization")

By: _____

Name:_____

Title: _____

ATTEST:

By: _____

Title:_____

Amd. 1 Exhibit A

Background:

The City of Norman has requested two changes to the imports from MUNIS into VTI.

The first change is to the employee import. The import will now also contain the users' accrual balances. These balances will be used to update employees' accruals withing VTI with a new opening balance each pay period.

The second change is to add a Project code import. This file will contain the MUNIS Project code and the Project description, which can then be imported into VTI. All the Timecards, Overtime Requests, Leave Requests and Prior Period Adjustments will be updated with a new Project field to allow the newly imported codes to be used on these documents.

Scope:

1. Employee Import Change.
   a. The City of Norman will provide IntelliTime with an updated sample employee file, in csv format, with the accrual balances appended to the end of the file. The sample file only will include headers to indicate which accrual is in which field. All future employee import files will not have a header.
   b. IntelliTime will send the City an updated employee import specification detailing the accrual locations.
   c. IntelliTime will update the employee import to import and update user accruals and test locally.
   d. When local tests are passed, IntelliTime will deploy the updated employee import to the City's Test site for User Acceptance Testing.
   e. Upon completion of User Acceptance Testing, the updated employee import will be applied to Production.
2. Project Code Import
   a. IntelliTime will provide the City with a Project Code Import Specification (included).
   b. The City will provide a csv Project file in the format described in the specification.
   c. IntelliTime will build the new import and test locally.
   d. When local tests are passed, IntelliTime will deploy the new import on Test. At this time, all documents on Test will be updated to include the new Project accounting field.
   e. The City will test the new Project Code import, test using project codes on the timecards, overtime requests and PPA, create an upload file to confirm the project codes are included and run this upload file in the City's Test MUNIS site to confirm they are exporting from VTI to MUNIS correctly.
   f. Upon completion of User Acceptance Testing, the new Project Codes import will be applied to Production and the Production documents updated to include the new Projects code field.

Amd. 1 Exhibit B

Background:

The City of Norman has requested IntelliTime Project Management and configuration services for changes to the IntelliTime configuration and assistance during the roll out to live operations.

Scope:

1. IntelliTime Project Management.
   a. Provide Project Management time for periodic project meetings and project coordination and communication for March – May 2021.
2. IntelliTime Configuration Assistance
   a. As the City rolls out IntelliTime to live operation, this budget is for incidental configuration changes. This represents 16.13 hours per month.

Amd. 1 Exhibit C

Background:

The City Fire Department has decided that they require the IntelliTime Interactive Voice Response server (IVR) to automate call outs for open shifts.

During the implementation the City determined that they do not require the interface to any Maintenance Management/Asset Tracking systems and the Get External Data interface would not be implemented.

Scope:

1. IntelliTime is responsible for.
   a. Purchase, install, and configure a 4 port IVR software server on a Windows Server to be provided by the City of Norman.
   b. The server will support up to 4 simultaneous calls inbound or outbound.

1. Client is responsible for:
   a. Timely performance. A period of 30 days has been allotted to go from client signature to implementation in production. Additional charges may apply if that timeframe is exceeded (such as due to delays in client provisioning or testing).

   b. Provisioning of a SIP Trunk to provide dial tone to the IVR Server that can route incoming and outbound calls.
   c. The Fire Department was provided configured "Hiring Lists" as part of the 24 x 7 Dynamic Shift Scheduling solution. These lists display the names, in order that the IVR Server will contact automatically to fill open shifts. <u>The City agrees that these lists are performing as expected and have been tested and they are ready to be automated using the IVR Server.</u>

2. Out of scope professional services:
   a. Can be rendered at:
      i. $155/hour for support/development
      ii. $170/hour for project management
   b. Examples of such that may be needed by the client on this change order:
      i. Example: Debugging network and security issues due to client network.