

**RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION
PROFESSIONAL SERVICES CONTRACT
FIRST AMENDMENT**

Contractor: Accenture, LLP
Contract No.: CF25127 A1
Address: 500 Madison Street
Chicago, IL 60661

WHEREAS, the Riverside County Children and Families Commission (“Commission” or RCCFC) has entered into a Contract for Investment of Funds (“Contract”) with Accenture, LLP (“Contractor”) for the provision of services, and the parties now wish to amend the Contract, to be effective as of **May 13, 2026**.

Now, therefore, the parties agree to amend the Contract as follows:

- A. All references to the Contract term, start, and end dates shall be amended to: **August 5, 2025** through **June 30, 2027**.
- B. The previous version of the Scope of Work has been deleted in its entirety and replaced as outlined in Attachment A-1.
- C. The previous version of the Budget has been deleted in its entirety and replaced as outlined in Attachment B-1. All references to the maximum reimbursable amount shall be amended from **\$98,280.00** to **\$201,475.20**.

All other terms and conditions of the Contract, including prior amendments, shall remain in full force and effect.

Signature Page Follows

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representative to execute this First Amendment.

Authorized Signature for COMMISSION:	Authorized Signature for CONTRACTOR:
Charna Widby Executive Director	Mark O'Connor VP Solution Enablement and Authorized Signatory
Date Signed:	Date Signed:
585 Technology Court Riverside, CA 92507-2423	500 Madison Street Chicago, IL 60661
APPROVED AS TO FORM SIGNATURE:	
Kristine Bell-Valdez Supervising Deputy County Counsel	
Date Signed:	
ATTEST SIGNATURE:	
Lynn M. Stephens Executive Assistant IV	
Date Signed:	

ATTACHMENT A-1: SCOPE OF WORK

Contractor: Accenture, LLP
Program: Evaluation Databases
Contract No.: CF25127 A1
Term: 8/5/2025 - 6/30/2027

1. Services Overview

CONTRACTOR shall provide Managed Services to support the Riverside County Children and Families Commission ('COMMISSION') in the configuration, development, administration, and operational support of systems and processes covered under this Agreement.

Services will be provided on a monthly managed services basis within the hours allocated for each fiscal year.

2. Managed Services Hours

During Fiscal Year 2025/2026 (FY25/26), for a monthly fee of EIGHT THOUSAND ONE HUNDRED NINETY DOLLARS AND ZERO CENTS (\$8,190.00), CONTRACTOR shall provide FORTY (40) hours of Managed Services per month, for a total of up to FOUR HUNDRED EIGHTY (480) hours during FY25/26.

During Fiscal Year 2026/2027 (FY26/27), for a monthly fee of EIGHT THOUSAND FIVE HUNDRED NINETY-NINE DOLLARS AND SIXTY CENTS (\$8,599.60), CONTRACTOR shall provide FORTY (40) hours of Managed Services per month, for a total of up to FOUR HUNDRED EIGHTY (480) hours during FY26/27.

Total hours worked under this Agreement shall not exceed the annual limits stated above or the overall Not-to-Exceed (NTE) amount of the Agreement.

3. Scope of Services

Services may include, but are not limited to, the following activities:

- Assignment of a primary named resource to support the COMMISSION.
- Configuration, development, and business analysis services as required to support system functionality and operational needs.
- Participation in regular (weekly) coordination meetings with COMMISSION staff.
- Management and tracking of outstanding action items ('Parking Lot' items).
- Troubleshooting, system support, and operational assistance related to services provided under this Agreement.
- Additional support services as requested by the COMMISSION, provided such services are consistent with an directly related to the scope described in this Agreement.

All services shall be performed within the allocated managed services hours unless otherwise approved in writing by the COMMISSION's Contract Administrator.

4. Staffing

Services under this Agreement shall be performed by the following personnel:

- Project Manager (Named Resource) assigned to support the COMMISSION.
- Additional CONTRACTOR staff as necessary to support the services described in this Scope of Work.

CONTRACTOR shall ensure that assigned personnel possess the qualifications and experience necessary to perform the services described herein.

5. Hours Limitation

CONTRACTOR shall not exceed the number of billable hours allocated for any given month without the express prior written approval of the COMMISSION's Contract Administrator.

Any approved increase in monthly hours must remain within the total not-to-exceed (NTE) amount of the Agreement.

Under no circumstances shall CONTRACTOR be entitled to compensation for hours worked beyond the NTE amount, regardless of prior approvals.

Unused monthly hours shall not roll over to subsequent months unless expressly approved in writing by the COMMISSION's Contract Administrator.

The COMMISSION shall have authority to prioritize tasks and direct the allocation of managed service hours to ensure alignment with department priorities.

6. Time Reporting and Invoicing

CONTRACTOR shall maintain detailed time records for all services performed under this Agreement. Each invoice submitted to the COMMISSION shall include a monthly time report identifying:

- Name of staff performing the work.
- Date services were performed.
- Description of services provided.
- Number of hours worked.

Descriptions of services must be sufficiently detailed to allow the COMMISSION to verify that the work performed falls within the scope of this Agreement.

The COMMISSION reserves the right to request additional supporting documentation for any billed services.

7. Commission Responsibilities

In addition to any other responsibilities described in this Agreement, the following obligations apply to the COMMISSION. These responsibilities represent conditions upon which CONTRACTOR relies in agreeing to perform the Services described herein.

If COMMISSION's responsibilities are not performed or prove to be incorrect, such circumstances may impact the project schedule, level of effort required, or CONTRACTOR's ability to perform the Services. In such cases, CONTRACTOR shall be entitled to a reasonable adjustment to the schedule or time required to perform the Services and/or deliverables.

The COMMISSION shall:

- Commit the necessary resources and management involvement, including coordination with any third parties, to support the services provided under this Agreement.
- Make decisions promptly to avoid delays in the performance of services.
- Obtain, at no cost to CONTRACTOR, any necessary consents for CONTRACTOR's use of third-party data or products, including software required to perform the services.
- Be responsible for its operation and use of any deliverables produced under this Agreement.
- Determine whether to use or refrain from using recommendations provided by CONTRACTOR.
- Ensure that the use of services and deliverables complies with applicable laws, regulations, internal policies, and third-party agreements.
- CONTRACTOR shall not have access to COMMISSION Personal Data unless otherwise authorized in writing and governed by the applicable data protection provisions of this Agreement.

ATTACHMENT B-1: BUDGET

Budget Start Date: 8/5/2025
Budget End Date: 6/30/2027
Total Amount: \$201,475.20

BUDGET TABLE

FISCAL YEAR 2025-2026		
Category	Description	Amount
Operational Expenses	Salesforce Technical Support (480 hrs @ \$204.75)	\$98,280.00
TOTAL:		\$98,280.00
FISCAL YEAR 2026-2027		
Category	Description	Amount
Operational Expenses	Salesforce Technical Support (480 hrs @ \$214.99)	\$103,195.20
TOTAL:		\$103,195.20
TOTAL CONTRACT BUDGET		\$201,475.20

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ATTACHMENT C-1: PAYMENT PROVISIONS

CONTRACTOR shall be compensated for services rendered pursuant to this Contract as follows. Total payment shall not exceed **\$201,475.20**, which includes all expenses.

- A. **Fee:** RCCFC shall reimburse CONTRACTOR, upon submission by CONTRACTOR of an acceptable invoice for actual expenses incurred under the terms of this contract. Payment shall be due to CONTRACTOR within thirty (30) days of RCCFC's receipt of invoice.
 1. Payment shall be made monthly in accordance with satisfactory completion towards Deliverables below and upon receipt of an acceptable invoice to include:
 - a. Contractor's name, address, contract number, an assigned invoice number, supporting documentation (if applicable), and payment amount due.
 2. CONTRACTOR shall submit invoices to the Riverside County Children and Families Commission, Accounts Payable, 585 Technology Court, Riverside, CA 92507 or via email to RCCFC-accountspayable@RIVCO.org

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