

Amendment No. 1
To Contract CT 5500-19112700146
For training, technical assistance and small business coaching services to creative businesses
Between Business Investment Growth (BIG Austin)
And the City of Austin

1.0 Contract CT 5500-19112700146 was scheduled to remain in effect through December 2, 2020. However, the provision of training, technical assistance and coaching services has been disrupted due to COVID-19. Both parties wish to extend the term of the contract to allow services to be completed.

2.0 The term of the contract is extended through December 31, 2021. There are no extension options. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 11/8/2019 – 11/7/2020	\$200,000.00	\$200,000.00
Amendment No. 1: Term Extension 11/7/2020 – 12/31/2021	\$200,000.00	\$200,000.00

3.0 The following sections of the contract are amended as follows:

3.1.1 Plan and deliver ~~4 quarterly training events~~ 10 monthly training webinars targeted to creative for-profit and non-profit audiences.

3.1.2 Deliver up to ~~1,420~~ 1,320 hours of coaching and technical assistance during the ~~twelve-month~~ Contract.

3.2.2 Contractor shall provide services at its office location, or via webinar or video conference:

3.2.2.1 Services shall be provided in a space or webinar/video software that is accessible to clients with mobility and visual impairments;

3.2.2.2 Services shall be provided in a space or webinar/video software that provides appropriate levels of privacy.

3.3.1 Contractor shall plan and deliver ~~4 training events~~ 10 training webinars targeted to creative for-profit and non-profit audiences.

3.3.1.1 Each webinar will be at least 2 hours in duration, and include a lecture and an activity or breakout session.

3.3.2.2 Topics for the webinars shall be mutually agreed by both parties to by December 31st, 2020.

3.3.2 Training events shall be held ~~quarterly~~ monthly, with the exact schedule to be mutually agreed between the Contractor and City staff.

3.3.5 Target attendance for each training event shall be ~~40~~ 25, which Contractor shall document ~~with a sign-in sheet at each event~~ for each webinar to confirm attendance.

4.2 Budget

Contractor will be compensated according to the following budget:

Administration	\$1,500/month =	\$18,000
Quarterly events	\$10,000/event x 4 =	\$40,000
Monthly webinars	\$5,000/webinar x 10 =	\$50,000
Technical assistance	\$100/hours x 1,420 <u>1,320</u> hours =	\$142,000 <u>\$132,000</u>
Total contract		<u>\$200,000</u>

4.0 MBE/WBE goals do not apply to this contract.

5.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.

6.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date: _____

Stacy Dukes-Rhone
Executive Director
Business Investment Growth (BIG Austin)
8000 Executive Parks Dr., Ste. 200
Austin, Texas 78754
(512) 928-8010
stacy@bigaustin.org

Sign/Date: _____

Brenita Wilkison
Procurement Specialist III
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