

STATE OF TEXAS

§

PROFESSIONAL SERVICES

COUNTY OF BEXAR

§

AGREEMENT

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This Professional Services Agreement (the "Agreement") is made and entered into effective April 6, 2021 ("Effective Date") by and between COUNTY OF BEXAR ("COUNTY"), a political subdivision of the State of Texas, and Guidehouse Inc. ("CONSULTANT"), a Delaware corporation. COUNTY and CONSULTANT may be referred to singularly as the "Party" and collectively as the "Parties."

RECITALS

WHEREAS, on March 13, 2020, Texas Governor Greg Abbott issued a declaration of public health disaster in and for the State of Texas and on March 19, 2020, the Texas Department of State Health Services issued a declaration of a public health disaster in the State of Texas;

WHEREAS, Congress passed the American Rescue Plan Act of 2021, also called the COVID-19 Stimulus Package or American Rescue Plan (ARPA), a \$1.9 trillion economic stimulus bill passed by the 117th United States Congress and signed into law by President Joe Biden on March 11, 2021, to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession;

WHEREAS, Guidehouse Inc has demonstrated experience and has been previously retained by large, urban counties for its specialized experience in assisting with the development and implementation program for distribution of federal funding and maximizing resources which may be available to counties to assist in local recovery; and

WHEREAS, Bexar County wishes to retain Guidehouse for the purposes of working with COUNTY leaders to perform certain work related to developing a program for the successful distribution of ARPA funding as more fully set out herein.

ARTICLE I **PURPOSE**

1.1 COUNTY desires to obtain professional consultation and assistance from CONSULTANT in order to assist COUNTY with the services described in the scope of work attached hereto and incorporated herein for all purposes as Attachment "A" which shall assist in the administration and distribution of funding received through ARPA.

1.2 COUNTY has determined that the Services provided by COUNSULTANT under this Agreement are predominantly mental or intellectual rather than physical or manual, requiring special knowledge or attainment, and a high order of learning, skill and academic intelligence. Accordingly, by approval and execution of this Agreement, the Bexar County Commissioners

Court specifically grants the exception contained in Texas Local Government Code, §262.024(a)(4).

ARTICLE II
DESIGNATED REPRESENTATIVES

2.1 COUNTY hereby appoints David L. Smith, County Manager, ("County Manager") as its representative under this Agreement and he will be the primary point of contact for CONSULTANT unless the County Judge delivers to CONSULTANT, in writing, a notice designating another individual as its representative.

2.2 CONSULTANT will notify the County of its designated representative and primary point of contact with regard to the Services to be performed by CONSULTANT.

ARTICLE III
TERM; TERMINATION; RENEWAL

3.1 This Agreement shall commence on approval by the Bexar County Commissioners Court and terminate on September 30, 2021, unless terminated on an earlier date as provided in this Agreement or extended by further amendment.

3.2 Either Party may terminate this Agreement without cause by the issuance of (7) days' written notice. Commissioners Court hereby delegates all authority necessary to terminate this Agreement on behalf of COUNTY to the County Manager or his designee

3.3 Within thirty (30) days from the date of termination of this Agreement for any reason, CONSULTANT shall submit statements showing, in detail, the Services performed by CONSULTANT under this Agreement prior to the date of termination.

3.4 COUNTY shall have the option of requesting reassignment of any employee of CONSULTANT who the COUNTY reasonably objects to continuing to provide Services on behalf of the COUNTY.

ARTICLE IV
SERVICES TO BE PERFORMED

4.1 The general scope of Services to be provided under this Agreement include, but are not limited to, advising Bexar County on the analysis and development of a program for distribution of federal funding as described in Attachment "A." It shall be CONSULTANT's responsibility to conduct its activities so as to achieve the objectives for which this Agreement is entered into. CONSULTANT acknowledges that Attachment "A" is an initial attempt to outline and describe the Services required, but may be modified by written mutual agreement to fit the appropriate needs of Bexar County following an initial meeting for CONSULTANT to understand COUNTY'S specific needs.

4.2. At all times during the Term, CONSULTANT shall ensure that the persons providing the Services and activities maintain their professional licenses and accreditations applicable to these Services in good standing. CONSULTANT shall provide the credentials of those persons CONSULTANT deems as viable candidates to perform services under this Agreement to COUNTY for its review and approval. CONSULTANT shall perform all acts reasonably necessary to maintain and improve the professional competence and training of the persons it provides. CONSULTANT shall Notify County within two (2) Work Days upon knowledge of any adverse action related to these professional licenses and accreditations occurs.

4.3 If CONSULTANT'S employees will have access to areas subject to Criminal Justice Information System regulations, CONSULTANT shall conduct background investigations of its employees. The investigations will verify education attainments, licenses and/or professional certifications as claimed. Additionally, to the extent permitted by applicable law, CONSULTANT shall conduct a criminal background investigation. In conducting the background investigations, CONSULTANT agrees to comply with all provisions of applicable law. Before deploying any person to provide services in these areas in COUNTY or upon COUNTY's written request, CONSULTANT shall provide to COUNTY written certification that CONSULTANT has performed these background investigations and CONSULTANT's employee passed such investigations.

ARTICLE V **COMPENSATION**

5.1 COUNTY shall pay CONSULTANT a not to exceed amount of **TWO HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$250,000.00)** for all Services provided under this Agreement, to be billed based on Services performed at the rates set out in Attachment "B."

5.2 COUNSULTANT may utilize a portion of the funding for travel so long as expenses are in accordance with COUNTY policy and CONSULTANT submits original receipts to substantiate travel expenses. **Any travel must be authorized in advance by the COUNTY'S designated representative to be reimbursable under this Agreement.**

5.2 CONSULTANT shall invoice COUNTY monthly and payment for Services rendered under this Agreement will be payable on the fifteenth of each month and CONSULTANT will provide an invoice to COUNTY on or before the fifth day of each month. CONSULTANT shall submit to COUNTY's designated representative for approval duplicate originals of the invoice which shall include a description of the Services provided during the prior month and hourly rate (and any approved travel expenses with supporting documentation). All invoices shall be in a form that is acceptable to the County Auditor.

5.3 COUNTY shall not be obligated to make any payments to CONSULTANT if any one or more of the following conditions exist prior to the payment:

- i. CONSULTANT is in material breach or default under this Agreement; or
- ii. Any part of the such payment is attributable to Services which are not performed in accordance with this Agreement; provided, however, such payment shall be

made as to that portion of the Services which were performed in accordance with this Agreement.

5.4 CONSULTANT shall provide the County Auditor with all documentation necessary to set up payment and timing of all payments shall be governed by Chapter 2251 of the Texas Government Code.

5.5 CONSULTANT shall refund to COUNTY any money, which has been paid to CONSULTANT by COUNTY, which COUNTY determines, has resulted in overpayment to CONSULTANT. Such refund shall be made by CONSULTANT to COUNTY within thirty (30) calendar days after the refund is requested by COUNTY.

ARTICLE VI COUNTY ASSISTANCE

6.1 Upon CONSULTANT's request, the COUNTY shall provide to CONSULTANT, at no charge to CONSULTANT, during the Term such information as may be reasonably necessary for CONSULTANT to perform one or more of the Services contemplated under this Agreement. It is anticipated that CONSULTANT will perform most Services off-site from any COUNTY-owned or operated facility and that the COUNTY will not exercise any control over CONSULTANT'S place of work. However upon advance request, the COUNTY shall use reasonable efforts in order to provide CONSULTANT with adequate work space in a COUNTY-owned or operated facility, but only on a purely temporary basis and only for so long as CONSULTANT is performing any Service on-site during the Term.

ARTICLE VII CONSULTANT'S WARRANTIES AND REPRESENTATIONS

7.1 CONSULTANT warrants and represents that they have not employed or retained any person to solicit or secure this Agreement and that they have not for the purpose of soliciting or securing this Agreement paid or agreed to pay any person, a commission, percentage, brokerage fee, gift, or any other consideration, contingent upon, or resulting from the award or making of this Agreement.

7.2 CONSULTANT warrants and represents that there are no lawsuits or administrative proceedings involving CONSULTANT that could result in an outcome that would materially affect the ability of CONSULTANT to perform their obligations hereunder.

7.3 CONSULTANT warrants and represents that it is not aware of any conflicts of interest that will, or could, affect in any manner their ability to objectively perform Services under this Agreement.

7.4 CONSULTANT warrants and represents that all information received from COUNTY will be held in confidence and that the information will not be sold, licensed, transferred, disclosed, published, communicated, or otherwise made available to any person or entity not a party to this Agreement without prior written approval of the COUNTY.

7.6 CONSULTANT agrees that all documents, reports, information and other data furnished to CONSULTANT by the COUNTY remains the property of the COUNTY. All documents CONSULTANT receives from the COUNTY shall be delivered to the COUNTY upon conclusion or termination of this Agreement, or upon earlier request.

7.7 CONSULTANT warrants that all Services will be performed in a diligent and professional manner.

7.8 CONSULTANT further warrants and represents that they are not aware of any threatened or unsettled claims or assessments of any nature against them.

7.9 CONSULTANT warrants and represents that it shall ensure that the persons performing Services under this Agreement will perform all Services where assigned for the duration of the assignment, and exercise all discretionary powers in a manner consistent with applicable standards of professional ethics and their best professional judgment; perform all Services and other obligations in this Agreement in a good and workmanlike manner; and perform all Services using at least that standard of care, which a reasonably prudent person in that profession in Bexar County, Texas would use in similar circumstances.

ARTICLE VIII **CONFIDENTIALITY**

8.1 CONSULTANT acknowledges that during the course of their performance of the Services contemplated under this Agreement, they will have access to and become familiar with many confidential affairs and proprietary information of the COUNTY, which include, without limitation, processes, compilations of information, records, specifications, and personal lists (collectively "Confidential Information"), which Confidential Information constitutes valuable, special, and unique property of the COUNTY. CONSULTANT covenants and agrees that during and after the Term of this Agreement, they will not reveal the Confidential Information of the COUNTY and that they will not disclose or communicate any of such Confidential Information, directly or indirectly, to any other person or entity, except as (i) required for the purposes of this Agreement, (ii) requested or directed by the COUNTY, (iii) permitted by this Agreement, or (iv) required by applicable law, statute, rule or regulation, nor will CONSULTANT use any such Confidential Information in any way for their own benefit, directly or indirectly, or in any way which is inconsistent with the confidential nature of such Confidential Information.

8.2 Upon termination of this Agreement, for whatever reason, or upon the earlier request by COUNTY, CONSULTANT agrees to promptly deliver and return within five (5) calendar days to COUNTY any and all Confidential Information of the COUNTY, including any and all copies of files, records, documents, drawings, specifications, equipment, personal notes and all other items of any nature relating to the COUNTY or this Agreement, which are in their possession or control.

8.3 COUNSULTANT shall have developed a written policy pertaining to the safeguarding of the privacy of any Confidential Information which may be obtained under this Agreement and such policy should comply with all applicable federal and state law.

ARTICLE IX
INDEPENDENT CONTRACTOR

9.1 It is expressly understood and stipulated that no employer-employee relationship exists between the COUNTY and CONSULTANT. CONSULTANT will not be eligible for any employee benefits of the COUNTY nor will COUNTY make deductions from its fees to CONSULTANT for taxes, Federal Insurance Contribution Act (F.I.C.A.) contributions, insurance, bonds or any other amounts of any kind. CONSULTANT represents that they will pay to the proper individuals or federal, state, or local authorities all taxes, licenses, and fees levied by any governmental authority.

ARTICLE X
INDEMNIFICATION AND INSURANCE

10.1 **CONSULTANT AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS COUNTY AND ITS ELECTED OFFICIALS, EMPLOYEES, REPRESENTATIVES, AND AGENTS (INDIVIDUALLY AND COLLECTIVELY AN "INDEMNIFIED PARTY") FROM AND AGAINST ALL THIRD-PARTY COSTS, LIABILITY, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, INCLUDING REASONABLE ATTORNEY FEES AND DEFENSE COSTS, FINES, PENALTIES, PROCEEDING, ACTIONS, DEMANDS, CAUSES OF ACTION, LIABILITY AND SUITS FOR (A) PERSONAL INJURY OR DEATH, (B) REAL OR TANGIBLE PROPERTY DAMAGE MADE UPON THE INDEMNIFIED PARTY, OR (C) U.S. PATENT, COPYRIGHT, OR TRADEMARK INFRINGEMENT ARISING OUT OF, RESULTING FROM, OR RELATED TO, THE NEGLIGENCE ACTS, ERRORS OR OMISSIONS OF CONSULTANT, INCLUDING THEIR EMPLOYEES AND AGENTS RELATED TO SERVICES PROVIDED UNDER THIS AGREEMENT. COUNTY SHALL HAVE THE RIGHT, AT ITS OPTION AND ITS OWN EXPENSE, TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING CONSULTANT OF ANY OF THEIR OBLIGATIONS UNDER THIS ARTICLE X. CONSULTANT SHALL PROMPTLY ADVISE THE INDEMNIFIED PARTY IN WRITING OF ANY CLAIM OR DEMAND AGAINST CONSULTANT OR THE INDEMNIFIED PARTY WHICH RELATES TO OR ARISES OUT OF THE PROVISION OF SERVICES BY CONSULTANT UNDER THIS AGREEMENT. NOTHING IN THIS ARTICLE SHALL BE INTERPRETED TO CONSTITUTE A WAIVER OF ANY GOVERNMENTAL IMMUNITY AVAILABLE UNDER TEXAS LAW OR ANY AVAILABLE DEFENSES UNDER TEXAS LAW. THE PROVISIONS OF THIS ARTICLE ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO AND DO NOT CREATE OR GRANT ANY RIGHTS, CONTRACTUALLY OR OTHERWISE, TO ANY OTHER PERSON FOR ENTITY. THIS OBLIGATION SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.**

LIMITATIONS OF LIABILITY.

EXCEPT TO THE EXTENT FINALLY DETERMINED TO BE (I) PROHIBITED BY LAW, (II) INVOLVE BODILY INJURY OR DEATH, OR (III) INTELLECTUAL PROPERTY INFRINGEMENT, THE CONTRACTOR'S AGGREGATE LIABILITY FOR ALL CLAIMS, LOSSES, LIABILITIES OR DAMAGES IN CONNECTION WITH THIS AGREEMENT OR ITS SUBJECT MATTER, WHETHER AS A RESULT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY ASSERTED, IS LIMITED TO THE AMOUNT OF FEES PAYABLE TO THE CONTRACTOR UNDER ARTICLE V. IN ADDITION, THE CONTRACTOR WILL NOT BE LIABLE IN ANY EVENT FOR LOST PROFITS, CONSEQUENTIAL, INDIRECT, PUNITIVE, EXEMPLARY OR SPECIAL DAMAGES. ALSO, THE CONTRACTOR SHALL HAVE NO LIABILITY ARISING FROM OR RELATING TO ANY THIRD-PARTY HARDWARE, SOFTWARE, INFORMATION, OR MATERIALS SELECTED OR SUPPLIED BY THE COUNTY UNDER THIS AGREEMENT.

10.2 CONSULTANT shall procure, pay for, and maintain the following coverages during the Term of this Agreement:

Commercial General Liability insurance including coverage for the following where exposure exists and for amounts not less than:

- 1) Premises/Operations
- 2) Independent Contractors
- 3) Products/Completed Operations
- 4) Personal Injury
- 5) Contractual Liability

County shall be named as an additional insured on this policy.

\$2,000,000.00	General Aggregate
\$2,000,000.00	Products/Completed Operations Aggregate
\$1,000,000.00	Personal Injury per occurrence
\$1,000,000.00	Each Occurrence

Statutory Workers' Compensation insurance for all employees of CONSULTANT.

Employer's Liability Insurance with limits of liability not less than:

\$500,000.00	Each Accident
\$500,000.00	Policy Limit for Disease
\$500,000.00	Each Employee

A waiver of subrogation in County's favor is required.

Commercial Automobile Liability insurance covering all owned/leased, rented, borrowed, hired and non-owned motor vehicles including fuel transports used in connection with the work being performed under the Agreement with limits of liability not less than:

\$1,000,000.00 Combined Single Limit

County shall be named as an additional insured on this policy.

Professional Liability in connection with the Services being performed under the Agreement with limits of liability not less than:

\$1,000,000.00 Per Claim

\$2,000,000.00 Annual Aggregate

- a) Coverage shall be continuous during the Term.
- b) Coverage, including renewals, shall have the same retroactive date as the original policy applicable to this Agreement.

CONSULTANT shall provide County with Certificates of Insurance and endorsements prior to the approval of this Agreement by County evidencing that the stated coverages have been obtained. Developer is responsible for all premiums and deductibles due pursuant to all of the insurance policies required by this Article X.

When there is a cancellation, non-renewal or material change in coverage which is not made pursuant to a request by County, CONSULTANT shall notify the County of such not less than thirty (30) calendar days prior to the change, if CONSULTANT knows of said change in advance, or ten (10) calendar days' after the change, if CONSULTANT did not know of the change in advance. Such notice must be accompanied by a replacement Certificate of Insurance. All notices shall be given to the County at the following addresses with a copy of this Agreement:

Bexar County Risk Manager
Bexar County Manager's Office
101 W. Nueva St., Suite 901
San Antonio, Texas 78205

In addition to any other remedies that County may have, upon CONSULTANT'S failure to provide and maintain any insurance or policy endorsements to the extent and within the time herein required, County shall have the right to order CONSULTANT to stop work hereunder, and/or withhold any payment(s) which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof.

Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT performance of the Services required by this Agreement.

ARTICLE XIII
ASSIGNMENT

13.1 CONSULTANT may not assign its rights, privileges and obligation under this Agreement, in whole or in part, without the prior written consent of COUNTY.

ARTICLE XIV
APPLICABLE LAW

14.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to conflicts of law principles that would require the application of the laws of any other state. Venue for any action (including any action brought under Federal Law in Federal Court) arising hereunder will be in Bexar County, Texas.

14.2 CONSULTANT shall comply with all applicable federal law, regulations, executive orders, policies of the funding source, procedures, and directives, as well as state, county, and city laws, rules, regulations and ordinances applicable to the provision of the Services and the performance of all obligations under this Agreement. CONSULTANT is responsible for identifying, coordinating, and conforming Services to meet those legal and regulatory parameters/constraints, codes and applicable requirements which might be applicable to this Agreement or the Services, including the State of Texas, Department of the Treasury, HUD, HHS, USEDA, DOJ, FEMA and any other agencies requirements, regulations or guidance that may apply.

ARTICLE XV
REQUIRED CERTIFICATION

15.1 By execution of this Agreement, the undersigned representative of and duly authorized agent for CONSULTANT verifies and represents and warrants that:

- a) In accordance with Texas Government Code § 2252, CONSULTANT is not entered on the list prepared pursuant to Section 2252.152 of the Texas Government Code and does not enter into contracts, provide goods or services, or otherwise do business with any CONSULTANT identified on the list prepared under the provisions of Section 2252.153 of the Texas Government Code.

15.2 CONSULTANT will take such other acts as may be required by relevant state or federal law.

ARTICLE XVI
ENTIRE AGREEMENT

16.1 This Agreement and the exhibit represent the entire and integrated Agreement between the Parties and supersede all prior negotiations, representations, or agreements, either oral or written.

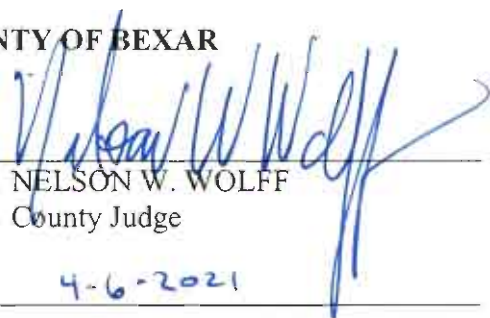
ARTICLE XVII
AMENDMENT

17.01 No amendment, modification, or alteration of the terms hereof shall be binding unless it is in writing, dated subsequent to the date of this Agreement, and duly executed by the Parties. It is expressly acknowledged by COUNSULTANT that no officer or employee of the COUNTY has any authority to change the terms of this Agreement without approval by the Bexar County Commissioners Court.

EXECUTED IN DUPLICATE ORIGINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, this the 6 day of April, 2021.

COUNTY OF BEXAR

By: _____

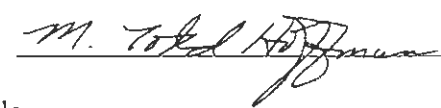

NELSON W. WOLFF
County Judge

Date: _____

4-6-2021

CONSULTANT

By: _____


Title: Todd Hoffman, Partner

Date: _____

4/5/2021

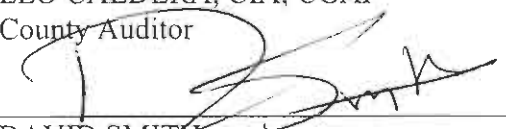
APPROVED AS TO LEGAL FORM:

By: _____

Larry L. Roberson
LARRY L. ROBERSON
Assistant Criminal District Attorney
Civil Section

APPROVED AS TO FINANCIAL CONTENT:


LEO CALDERA, CIA, CGAP
County Auditor


DAVID SMITH
County Manager

ATTACHMENT "A"
CONSULTANT SERVICES

ATTACHMENT "B"
CONSULTANT RATES



Company 0100 - Bexar County
Inventory

Cost Default Vendor 25894 - GUIDEHOUSE,
INC

Requesting Location PSS - ECD PROGRAM
SUPPORT SERVICES

Requisition Description Pro Svcs Guidehouse Inc

Requisition 179457 - Unreleased

Requester cmedel - CONNIE MEDEL

Purchase From

Deliver To David Marquez

Buyer MRG - Mario Garza

Item	Item Type	Quantity Ordered	UOM	Unit Cost	Extended Cost	Distributions	Activity / Account Category	Distribution Allocation	Requested Delivery Date	Sour Even Requ
PROFESSION AL SERVICES AGREEMENT	AmountService	1.00	JA	250000.0000	250000.0000	9910-052004-0000		100.0%		No
Related to ARPA funding										
Vendor : GUIDEHOUSE, INC										
Gtin : 00000000000000										
Totals: 1 Lines		1.00			250000.00					USD

ATTACHMENT A Scope of Work

Bexar County is facing unprecedented challenges at the local government level and in the community due to COVID-19. Bexar County recognizes that limited local government resources are not sufficient to accomplish the most effective coordinated response to COVID-19, while continuing to provide mandated and valued County programs in a quickly changing environment. The County is seeking assistance to find the highest and best use for all available federal and state resources and other funding sources that can be allocated through a targeted strategic response to assist with the long-term disaster and economic recovery for the County. This strategic response will encompass assisting Bexar County with placing the community in the best position to manage ongoing emergency response and recovery costs, overcome the economic impacts of COVID-19, and assist Bexar County with finding any appropriate outside funds to replenish the County's budget and ensure that programs are sustained into the future. To ensure funding is directed to the right purpose with the highest impact, planning will need to be coordinated among County Commissioners and departments, other local governments, and key stakeholders.

For our initial 90 days of work, we will be focused on the follow tasks:

Task 1: Support the development of a portfolio strategy that maximizes revenue and allowable reimbursement/expenditures for Bexar County's response to the COVID-19 pandemic and subsequent economic impacts

Deliverables and Timeline:

+14 Calendar Days from contract execution

- 1.1 Develop/submit initial report in a format to be determined in consultation with County project team that identifies:
 - Initially meet with County representatives and stakeholders to confirm final scope of work and identify County-specific program needs and if necessary, modify final scope of work to incorporate County-specific needs
 - Feedback regarding the County's previously spent Coronavirus Relief Funds (CRF) and identification of expenditures eligible for reimbursement under other funding sources, such as FEMA-PA
 - Feedback regarding County program structure and administration, including but not limited to:
 - Current county COVID-19 activities by program and related expenditures, including shared expenses with other jurisdictions
 - Clear reporting and tracking mechanisms, forms and/or other tools that help avoid duplicate billing of expenses to more than one funding source) e.g., not splitting funding of the expenses incurred by a specific program among various funding sources unless absolutely necessary)
 - Resource analysis for grant programs included in the American Rescue Plan Act (ARPA)
 - Provide data to support the County's decision making, including but not limited to:
 - Applicable grants and funding sources currently available through federal stimulus packages and any additional Federal or State grants, philanthropic and other sources of funding for which the County is eligible
 - Gather data around population needs, economic needs, and peer programming
 - Clear reporting and tracking mechanisms, forms and/or other tools to meet the high-level requirements for each funding source and expenditure
 - Documentation requirements and procedures specific to each funding source

+21 Calendar Days from contract execution and until the end of the contract (90 days)

- 1.2 Next iteration of the report prepared under Task 1.1 continue to provide feedback on County program and gather data for decision making

Task 2: Provide technical assistance to the County in their strategy development to maximize grant funding by tracking and translating funding guidance, program and/or expense eligibility, coordination of benefits, and prevention of duplication of benefits

Deliverables and Timeline

+Ongoing until end of the contract (90 days)

- 2.1 Recurring meeting, cadence to be defined by the County, to ensure continuous coordination with the County and provide technical assistance as needed
- 2.2 Provide routine on call assistance as needed

Task 3: Conduct Revenue Loss Analysis of Bexar County's lost revenues resulting from COVID-19

Deliverables and Timeline

+42 Calendar Days from contract execution

- 3.1 Develop/submit initial revenue loss analysis report based on the findings from the following activities:
 - Analyze the composition of Bexar County's revenue structure (e.g. property taxes, sales taxes, motor vehicle registration etc.)
 - Develop a counterfactual of Bexar County's economy in the absence of COVID-19, but taking into account other factors such as population, unemployment, real estate transactions and sales activity
 - Develop a forecast of Bexar County's economy in light of COVID-19, and taking into account other factors such as population, unemployment, real estate transactions and sales activity
 - Determine the delta between forecast and actual economic changes
 - Forecasting the lost revenue due to changes in economic drivers as a result of COVID-19

ATTACHMENT B
Fee Schedule

1. Hourly Rate for Services, Not to Exceed

Guidehouse shall complete all of the services described in Attachment A in 90 days from the contract execution date. The total fees and expenses for these services shall not exceed a total of \$250,000.

Schedule of Hourly Rates

Classification	Years of Experience	Hourly Rate
Subject Matter Expert	15	\$391
Partner	15	\$310
Director	10	\$295
Manager	8	\$249
Associate III	4	\$200
Associate II	2	\$166
Associate I	1	\$148
Recovery Analyst III	2	\$120
Recovery Analyst II	1	\$85
Recovery Analyst I	0	\$65