

## CONTRACT AMENDMENT: 2012-01-008

Agreement number 2012-01 between SRA International Inc. (SRA or Contractor) and Western Climate Initiative, Inc. (WCI, Inc.), which was executed by the parties on May 8, 2012, amended on December 20, 2012 (Amendment 2012-01-001), on December 9, 2013 (Amendment 2012-01-002), on March 5, 2015 (Amendment 2012-01-003), on August 4, 2015 (Amendment 2012-01-004), on January 1, 2016 (Amendment 2012-01-005), on October 12, 2017 (Amendment 2012-01-006), and on November 14, 2018 (Amendment 2012-01-007) is hereby further amended as follows:

### SUMMARY OF CHANGES

Amendment Number	<b>008</b>
Effective Date for Amendment:	<b>January 30, 2020</b>
Current Agreement Amount:	██████████
Changes to the Agreement Amount:	<b>Net increase of</b> ██████████
Amended Maximum Agreement Amount:	██████████
Current Agreement Term:	<b>Beginning on January 30, 2020 and ending on December 31, 2024.</b>
Extension of Tasks:	<b>CITSS application development and support</b>

### PURPOSE OF THIS AMENDMENT

- 1) Extend the contract so SRA can provide additional tracking system services for application development and support through 2024 for the Compliance Instrument Tracking System Service (CITSS).

### SPECIFIC TERMS AND CONDITIONS WHICH CONSTITUTE THE AMENDMENT

- 1) The agreement referenced above is modified as follows:
  - a. Maximum amount of agreement: Line 3 of the Standard Agreement cover page is changed to ██████████
  - b. Attachment B, page B-2 is modified as follows: "Not-to-Exceed T&M budget for this Agreement is ██████████ See:
    - Attachment G (Contractor's Cost Proposal), and

- Attachment H (Contractors Cost Proposal for Amendment 2012-01-001),
  - Attachment I (Contractors Cost Proposal for Amendment 2012-01-002),
  - Attachment J (Contractors Cost Proposal for Amendment 2012-01-003),
  - Amendment K (Contractors Cost Proposal for Amendment 2012-01-004),
  - Amendment L (Contractors Cost Proposal for Amendment 2012-01-005),
  - Amendment M (Contractors Cost Proposal for Amendment 2012-01-006), and
  - Amendment N (Contractors Cost Proposal for Amendment 2012-01-007) for invoice basis."
- c. Attachment O, Contractors Cost Proposal for Amendment 2012-01-008, is appended to the existing agreement following Appendix M

#### EXPLANATION OF CHANGES

- 1) SRA will provide additional CITSS application development and support from 2020 through 2024 as requested by the Participating Jurisdictions including, but not limited to:
  - Operations and maintenance of the hosting, testing, and development environments including but not limited to system and application security and software updates.
  - Directed development from the jurisdictions, such as changes related to regulatory updates, modifications to improve user experience, or other improvements to support entity or jurisdiction business processes.
  
- 2) The amount of development and support work requested by Participating Jurisdictions of Contractor under the Agreement and as provided for in this Amendment will be dependent on the needs of the Participating Jurisdictions as determined in their sole discretion and based on numerous variables including, but not limited to, an on-going road mapping exercise being conducted by WCI, Inc. and the Participating Jurisdiction. The "Amended Maximum Agreement Amount" above is a not-to-exceed amount only and the "Changes to the Agreement Amount" above is **not** an estimate of expected service level in 2020, 2021, 2022, 2023 and 2024.
  
- 3) Attachment M, Contractors Cost Proposal for Amendment 2012-01-008, details the costs for the extension of these application development and support tasks.

APPROVALS

This document and any attachments described herein constitute an amendment to the above numbered agreement. All provisions of that contract, except those which are explicitly changed by this amendment, shall remain in full force and effect.

By signing, the Contractor and WCI, Inc. do hereby accept and approve this amendment.

**SRA International, Inc.**

Signature on File

John Putman

Name

31 January 2020

Date

Contracts Advisor

Title

**Western Climate Initiative, Inc.**

Signature on File

Greg Tamblyn

Name

2/5/2020

Date

Executive Director

Title

**Justification for a Contract Amendment to  
Contract 2012-01: Hosting and Tracking System Services for the Compliance Instrument  
Tracking System Service (CITSS)**

**January 30, 2020**

**Introduction**

Most of the administrative support provided by WCI, Inc. is highly technical or specialized and has been developed through the use of contractors. In May 2012, WCI, Inc. contracted with SRA International, Inc. (SRA) to further develop the Compliance Instrument Tracking System Service (CITSS) and to provide the web hosting for its operation (Contract 2012--01). At its December 2013 meeting, the Board approved an amendment to the SRA contract to continue CITSS development and hosting through the end of 2015 (Contract Amendment 2012-01-002). At its December 2014 meeting, the Board approved additional funding for necessary application development in the first half of 2015 (Contract Amendment 2012-01-003). At its August 2015 meeting the Board approved additional funding for necessary application development to the end of 2015 (Contract Amendment 2012-01-004). At its November 2015 meeting the Board approved additional funding for necessary application development to the end of 2017 (Contract Amendment 2012-01-005). At its October 2017 meeting the Board approved additional funding for necessary application development to the end of 2018 (Contract Amendment 2012-01-006). At its November 2018 meeting the Board approved additional funding for necessary application development to the end of 2021 (Contract Amendment 2012-01-007).

WCI, Inc. proposes to further increase the budget of its contract with SRA in order to provide additional funding for necessary application development during 2020, 2021, 2022, 2023 while continuing to provide ongoing hosting services for the CITSS through December 31, 2024.

**Description of Services**

- The additional services being procured through the proposed amendment are for the completion of priority application development and administrative support requested by the Participating Jurisdictions including, but not limited to:
  - Operations and maintenance of the hosting, testing, and development environments including but not limited to system and application security and software updates.

- Directed development from the jurisdictions, such as changes related to regulatory updates, modifications to improve user experience, or other improvements to support entity or jurisdiction business processes.

## **Procurement Approach**

The competitive procurement process that resulted in the initial selection of SRA to provide tracking system services has been described previously and approved by the WCI, Inc. Board of Directors.

SRA has demonstrated its qualifications to provide the services described above through its performance under the existing WCI, Inc. and previous California contracts. This contract includes modifications to CITSS, namely to ensure system security and software updates, and comply with evolving regulation requirements and business needs of all Participating Jurisdictions.

The tracking system services need to continue uninterrupted and on schedule in order to bring CITSS to a stable operation and maintenance mode.

A contract modification is being proposed as the procurement vehicle to retain these required services. Continuing to work with the existing service provider for the additional application development will best enable WCI, Inc. to maintain the stability of the program while taking advantage of the significant investments that have already been made in the programmatic infrastructure.

WCI, Inc. and Participating Jurisdiction staff approached SRA to confirm their interest in and availability to continue this work. The contract amendment with SRA was developed by WCI, Inc. staff based on technical requirements provided by the Participating Jurisdictions. SRA finalized the attached technical and cost proposal, which has been reviewed and agreed to by WCI, Inc. and jurisdictional staff.

No additional steps have been taken to tender ongoing development and maintenance of CITSS, and hosting services.

## **Justification for a Non-Competitive Procurement**

WCI, Inc.'s Procurement Policy provides for non-competitive procurement in certain instances. In this case, the non-competitive procurement is justified based on the following two allowable exemptions:

- Contracts for services provided by contractors that have been selected by a federal, state, city, county, provincial, or other regulatory entity, usually through a competitive process.

- Contract amendments to extend the original term for services and to add additional funding.

# COST PROPOSAL

## HOSTING OPERATIONS AND TRACKING SYSTEM SERVICES FOR THE COMPLIANCE INSTRUMENT TRACKING SYSTEM SERVICE (CITSS)

*Submitted to:*

**Western Climate Initiative, Incorporated (WCI, Inc.)**

*Submitted by:*

**GDIT**

**SRA International Inc., A GDIT Company**

15036 Conference Center Drive,  
Chantilly VA 20151

**December 20, 2019**

***Version 1.0***

### NOTICE OF RESTRICTIONS

*This proposal includes data that shall not be disclosed outside WCI Inc. and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of—or in connection with—the submission of this data, WCI Inc. shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit WCI Inc.'s right to use information contained in this data if it is obtained from another source without restriction. The data subject to the restriction are contained in sheets with the following legend: "Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal"*

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## 1 INTRODUCTION

SRA International, Inc., a General Dynamics Information Technology Company (hereinafter GDIT), is pleased to provide this Cost Proposal for the extension of hosting and tracking system services for the Compliance Instrument Tracking System Service (CITSS). This estimate covers work defined in coordination with WCI, Inc. and Participating Jurisdiction staff. The costs presented in this estimate cover the labor hours and other direct costs to support CITSS operations, priority items in the CITSS backlog, and other directed development through 2024.

## 2 APPROACH

GDIT staff worked with WCI, Inc. and Participating Jurisdiction staff to understand program milestones, functional needs, and desired release timelines for calendar years 2020 through 2024. Based on this information, GDIT defined the specific hosting and tracking system requirements and estimated rough levels of effort to accomplish the program goals. Specifically, continued CITSS support includes the following areas:

- Operations and maintenance of the hosting, testing, and development environments, including but not limited to system security and software updates. (Appendix A)
- Directed development from the jurisdictions. (Appendix B)

Consistent with how CITSS has been developed and maintained, features will be regularly reviewed and reprioritized to ensure that development remains aligned with changing business needs. The requirements and release plans will be updated as necessary to reflect these changes. The full scope of hosting and tracking system services have been defined as part of the current contract and remain the same for this extension.

## 3 COST PROPOSAL

This section provides GDIT's Time and Materials cost proposal for work as discussed in this proposal. All prices are quoted in US Dollars. Payment terms are NET30 with a 10% withholding on GDIT labor. GDIT will separately invoice for the withheld amount before the beginning of any six (6) month period of work (to be invoiced at the end of June and December), or the earlier termination of this Agreement.

The following sections describe the proposed tasks, timeframe, and assumptions.

### 3.1 Overview

#### 3.1.1 Tracking System Services

Tracking system services will focus on the following areas within the scope of the work plan originally submitted by GDIT in March 2013:

- Project Administration for the tracking system services
- Documentation
- Tracking System application development and enhancements for the following modules:
  - Jurisdiction Management
  - User Registration
  - Entities/Accounts
  - Compliance Instrument Management
  - Instrument Transfer
  - Auction Improvements and Integration

- Market Monitoring Integration
- Offset Project Tracking
- Emissions Compliance
- Data Reporting
- Jurisdiction Functionality
- Application Security
- Tracking System operations and maintenance

### 3.1.2 Hosting

Hosting services will continue to provide the following:

- Project Administration for hosting services
- Monitoring of the application and backup jobs
- Maintenance of the hosting environment under an ongoing operations and continuous improvement model to improve or update the use of the cloud hosting provider, security services, logging services, and the technology used to automate the building of both the CITSS software and infrastructure hosting environments

### 3.1.3 Team Size and Costs

[Redacted text block]

- [Redacted list item]
- [Redacted list item]
- [Redacted list item]

Details have been removed from the public document for business confidentiality and competitiveness reasons

#### Other Direct Costs

- [Redacted list item]

Details have been removed from the public document for business confidentiality and competitiveness reasons

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]

### 3.2 Timeframe

#### 3.2.1 Project Timeframe

GDIT has assumed a contract extension start date of January 01, 2020 and an end date of December 31, 2024 for tracking system services and hosting support.

#### 3.2.2 Production Releases of CITSS

[REDACTED]

### 3.3 Assumptions and Risks

#### 3.3.1 General Assumptions and Risks

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Details have been removed from the public document for business confidentiality and competitiveness reasons

- [REDACTED]

Details have been removed from the public document for business confidentiality and competitiveness reasons



**3.5 Labor Categories** Details have been removed from the public document for business confidentiality and competitiveness reasons

[Redacted content]

**4 ADDITIONAL INFORMATION**

[Redacted content]

Details have been removed from the public document for business confidentiality and competitiveness reasons

## APPENDIX A: OPERATIONS AND MAINTENANCE

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[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]

Details have been removed from the public document for business confidentiality and competitiveness reasons

- █ [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]
- █ [REDACTED]
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[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]
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- [REDACTED]

Details have been removed from the public document for business confidentiality and competitiveness reasons

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

## APPENDIX B: PRIORITY DEVELOPMENT ACTIVITIES

Details have been removed from the public document for business confidentiality and competitiveness reasons

### 2020 Priorities

[REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]

[REDACTED]

- [REDACTED]
  - [REDACTED]
  - [REDACTED]

[REDACTED]

- [REDACTED]

[REDACTED]

- [REDACTED]
  - [REDACTED]
  - [REDACTED]

[REDACTED]

### 2021 through 2024 Priorities

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

## APPENDIX C: SUPPORT BUDGETS

### Hosting Services and Tracking System Support Budget

The following table provides an approximate budget for each area of hosting and tracking system services support. Values are rounded to the nearest \$100.

Please note that the breakdown by task is for tracking purposes only. GDIT will work with WCI, Inc. to track costs in the monthly progress reports providing appropriate feedback loops for decisions making. Unless otherwise specified, budgets can be redirected across support areas and periods of time.

Details have been removed from the public document for business confidentiality and competitiveness reasons

Support Area	2020	2021	2022	2023	2024
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]			
[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

The specificity of task level values down to the thousand or hundred dollar level should not be construed as a level of accuracy for the estimate but rather a product of the estimation process. The estimates for the individual areas of work will likely change once the requirements are better defined and the work progresses. While this reflects our best estimate at this time, we cannot account for unplanned activities and events that may affect this.