May 30, 2019

REQUEST FOR PROPOSALS ("RFP") No. PS20190666

CONSULTING SERVICES FOR VAHEF GOVERNANCE AND OPERATIONS MODEL REVIEW

AMENDMENT No. 1

RE: PART B – SCOPE OF WORK, 6.0 SCHEDULE

Please replace the current schedule with the following:

6.0 SCHEDULE

	Deliverable/Meeting	Tentative Timing
1	*Initial Kick off Meeting*	**June 2019**
2	*Scoping and Background Meeting*	**June 2019**
3	*Interim Status Update Meeting 1*	**July 2019**
4	*Detailed report of governance and operating models used in other jurisdictions including findings*	**July 2019**
5	*Interim Status Update Meeting 2*	**July 2019**
6	*City staff workshop(s) to review and evaluate governance and operating model options as well as evaluation criteria*	**July 2019**
7	*Interim Status Update Meeting 3*	**August 2019**

8	*Report of recommended governance model options and rationale considering evaluation criteria and City context*	**August 2019**
9	*Interim Status Update Meeting 4*	**September 2019**
10	*Report of recommended operating model options and rationale considering evaluation criteria and City context*	**September 2019**
11	*Summary report of key considerations for transition to an optimal governance model aligned to the preferred options given*	**September 2019**
12	*Interim Status Update Meeting 5*	**September 2019**
13	*Summary report of key considerations for transition to an optimal operating model or model(s)*	**October 2019**
14	*Summary presentation outlining research findings, preferred options, evaluation criteria, and key considerations for transition for both governance and operating models*	**October 2019**
15	*Final Presentation*	**October 2019**

All other conditions and specifications remain unchanged.

This amendment must be completed, and attached to your Form of Proposal.

_____

NAME OF VENDOR

_____

SIGNATURE OF AUTHORIZED SIGNATORY

_____

DATE