



City Clerk Document No. _____

City Council Meeting Date: 3/25/21

**AMENDMENT TO CITY OF CHANDLER AGREEMENT
OFFICE 365 IMPLEMENTATION & MIGRATION DESIGN PLAN
CITY OF CHANDLER AGREEMENT NO. IT1-910-4232**

THIS AMENDMENT NO. 1 is made and entered into by and between the City of Chandler, an Arizona municipal corporation (City), and WorkGroup Connections, Inc. (Contractor), (City and Contractor may individually be referred to as Party and collectively referred to as Parties) and made _____, 20____ (Effective Date).

RECITALS

WHEREAS, on or about September 2, 2020, the Parties entered into an agreement for services to assist with the citywide Office 365 implementation and migration (Agreement); and

WHEREAS, the original agreement did not include any services to migrate existing user mail data; and

WHEREAS, the Parties now wish to add migration of existing email data from Lotus Notes/Domino to the new Office 365 email system.

AGREEMENT

NOW THEREFORE, the Parties agree as follows:

1. The recitals are accurate and are incorporated and made a part of the Agreement by this reference.
2. Exhibit A to Agreement Scope of Services is amended to include the following:

Description of Services Overview: O365 Mail Data Migration

This scope of service outlines additional migration tasks to include the following: current HCL Notes/Domino mail and contacts to O365, excluding User's Calendar Events and any Archived mail.

Mail Data Migration Services to be provided:

1. Installation and configuration of additional Binary Tree client migration workstations, the creation of replica copies of Notes mail databases on the Journaling/Staging server.
2. Two (2) Data migration passes. One migration pass will occur prior to the cutover with a follow up pass during the cut over weekend.
3. The starting point for planned amount of data to migrate is 2408 Mail Databases, with a starting size of approximately 900 GB, as reported by the City of Chandler as of February 12, 2021.
4. Contractor understands that this data amount calculation will fluctuate over the next two months and small increases will be accommodated. If the amount of data to migrate increases significantly, additional time and costs will be required. The table below outlines an increase in estimated costs

and project timeline that would be incurred with varying increases in the amount of data required to migrate:

Data/GB	BT Setup Costs	Data Migration Cost	Total Cost	Total Weeks	% Increase
0 to 900	\$6,720	\$38,400	\$45,120	6 to 8	0
901 to 1200	\$6,720	\$51,840	\$58,560	8 to 10	33%
1201 to 1800	\$6,720	\$65,280	\$72,000	9 to 11	67%
1801 to 2000	\$6,720	\$78,720	\$85,440	10 to 12	100%

Cost/GB = \$42.67
Cost/10 GB = \$427.67

3. Exhibit B to Agreement Compensation and Fees is amended to include the following:

Estimated Contract Length:	Approximately 6 to 8 Weeks
Estimated Project Costs: Binary Tree Licensing/Setup: O365 Mail Data Migration: Professional Services:	Not to exceed \$140,000 \$ 6,720 \$78,720 for up to 2000 Data/GB \$54,560
Estimated Travel & Living Expenses:	No Travel Expenses are Anticipated.
Assignment Start / End Dates:	Start Date estimated to be March 1, 2021
Bill to Client Name:	The City of Chandler
Bill to Address:	275 E Buffalo St
City, State and Zip:	Chandler, AZ 85224
Contractor Contact's Name/Email/Phone:	Pam Mayer, pmayer@wginc.com , 314.436.2233
Contractor Approver's Name/Email/Phone:	Carol Schreiber, cschreiber@wginc.com , 314.436.2233
Company Contact's Name/Email/Phone:	Kerstin Nold, Kerstin.nold@chandleraz.gov , 480.782.2490
Company Approver's Name/Email/Phone:	Sandip Dholakia, sandip.dholakia@chandleraz.gov , 480.782.2441

Project Requirements/Assumptions:

- Access to additional Windows server(s)/client(s) to host Binary Tree migration workstations. The # to be determined once a benchmark has been set after testing.
- Access to the COC Domino Journal server for hosting replica copies of mail dbs that will be migrated.

- Average user has 90 Days of mail stored in their production mail database, maintained by a 90-Day Archive policy applied.
- Any mailboxes that will be an exception to the 90-day archiving rule could affect the timeline and will need to be provided in advance by COC so there is adequate time to migrate the data prior to the cut over.

4. All other terms and conditions of the Agreement remain unchanged and in full force and effect. If a conflict or ambiguity arises between this Amendment No. 1 and the Agreement, the terms and conditions in this Amendment No. 1 prevail and control.

IN WITNESS WHEREOF, the Parties have entered into this Amendment on the Effective Date.

FOR THE CITY

By: _____

Its: Mayor

FOR THE CONTRACTOR

By: Pam Mayer

Its: Technical Services Manager

APPROVED AS TO FORM:

By: _____
City Attorney 

ATTEST:

By: _____
City Clerk