

Professional Services



Project Change Order

Contract Information

Customer: Williamson County
Project Name: CMDB Staff Augmentation
PO Number: 187730
Contract Date: 10/22/24
Carahsoft Ref: 24160854

Change Order Information

EU Contact Name: Michelle Kleen
Change Order #: 2
Change Order Name: CMDB Staff Augmentation
Carahsoft Quote #: 54931179

This Change Order ("Change Order"), effective as of the last signature date noted below ("Effective Date"), is made by Carahsoft Technology ("Carahsoft") and the customer entity set forth herein ("Customer") pursuant to the referenced project ("Contract"). In the event of any inconsistency or conflict between the project and this Task Order, the terms of this Task Order shall control with respect to the services set forth herein ("Services" or "Contract"). Capitalized terms are defined in the SOW if they are not defined herein. The terms of the SOW control this Change Order.

FOR VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY ACKNOWLEDGED, THE PARTIES, EACH ACTING UNDER DUE AND PROPER AUTHORITY, EXECUTE THIS Task Order AS OF THE EFFECTIVE DATE.

Williamson County	Carahsoft Technology
Signature:	Signature: 
Name:	Name: Elaine Shadid
Title:	Title: Service Contract Specialist
Date:	Date: 04/03/2025

This Change Order is made pursuant to the SOW issued by Carahsoft to provide ServiceNow Services to Customer. The following item(s) are hereby modified as follows:

Change Order			
Title	Williamson County CMDB Staff Augmentation	Number	CO0011056
Project Name	CMDB Staff Augmentation	Project Number	PRJ0130631
Requestor	Michelle Kleen	Date of Request	3/21/2025
Description	Williamson County needs dedicated CMDB resources as they go live with their CMDB environment. These resources will consist of a Business Process Consultant (8 hours/week) and an offshore Technical Consultant (12 hours/week) over the course of 5 months.		
Business Justification	The county needs a dedicated resource to manage the operations and growth of their CMDB and define a roadmap and plan for CMDB long term.		
Impact of Change	This change will have 2 dedicated resources within Williamson Counties environment solely focused on CMDB optimization.		
CO Hours	336 *96 hours for Business Process Consultant *240 hours for Offshore Technical Consultant	CO Estimated Cost	\$40,320.00
Communicated Change to Client	This change will have 2 dedicated resources within Williamson Counties environment. The first month will be BPC only at 8 hours per week, followed by 2 months of both TC and BPC at 20 hours per week total, and the final 2 months with only the TC at 12 hours per week.		
Estimated Schedule of Change:	Staff Augmented Resources join Williamson County/s team from May 5, 2025, to September 22, 2025, in alignment with Williamson County's fiscal schedule.		
Change Order Assessment (InSource)			
Technical	Brian Muffley	Assessment Date	3/21/2025
Practice Director	Ryan Harrington	Assessment Date	3/21/2025
Assessment Notes	Adding Staff augmentation to Williamson County's support services contract.		

Client Acceptance Form

I, the undersigned representative of Customer accept this Change Order for work to be performed by InSource. I have read this Change Order thoroughly and any questions regarding it have been explained to my satisfaction. All terms and conditions are inherited from the Statement of Work covering this project.

Project Change Request Submitted on:	3/21/2025
Project Name:	Williamson County CMDB Staff Augmentation
Project Change Request Name:	CMDB Staff Augmentation
Change Order Hours:	336
Estimated Fees:	\$40,320.00
Key Contact:	Hallie Hardesty