



Change Order No. 9 Work Order No. 4: QA Professional Services

The purpose of CO9-WO4 is to provide the Statement of Work to perform Quality Assurance (QA) Project Management Services in support CalSAWS Project Delivery Office (PDO) support, and other Project Management Services, as required.

Scope

The scope of QA Project Management Services includes the continuation of:

1. Support and coordination for development of the Project Delivery Office (PDO). The QA team will help the PDO focus on enhancing project reporting and visibility across the enterprise; coordination across the multi-vendor environment; reducing risk across the enterprise; and performing continuous Improvement activities.
2. Leadership support of CalSAWS operations and change initiatives including:
 - A. Planning
 - B. Targeted training
 - C. Implementation support
 - D. Strike team and change initiative leadership
 - E. Organizational change management support
 - F. Internal and external communications
 - G. Creation of reusable practices to operationalize changes including, but not limited to, strategy development, design, deployment, evaluation, and continuous improvement.
3. Support of the Consortium with budget updates/ADP submissions, responses to audits, maintaining system certifications, and similar compliance activities.
4. Providing other Project Management Services as directed and requested by the Consortium.
5. Reporting of QA activities, findings, recommendations, issues, risks, mitigation strategies, and outcomes in Deliverable #65 – QA Status Report.
6. Reporting on QA findings at the CalSAWS Weekly Status meetings, Project Steering Committee (PSC), Joint Powers Authority (JPA) board meetings, and other stakeholder meetings as required.

Staffing and Cost

To perform the QA Services for M&E Transition, ClearBest is assigning resources based on the level of effort to complete the tasks outlined in the Scope section. The not-to-exceed estimated effort for the QA Services is as follows:

QA Staff Role	Hours	Rate	Cost
QA Executive/Specialist	2,723.5	\$154.00	\$419,419.00
QA Technical Lead	365	\$139.00	\$50,735.00
QA PMO Lead	373	\$134.00	\$49,982.00
QA Specialist II	404	\$134.00	\$54,136.00
QA Specialist I	1,551	\$124.00	\$192,324.00



QA Staff Role	Hours	Rate	Cost
Total	5,416.5		\$766,596.00

Costs by SFY

The cost schedules to support the QA Services associated have been incorporated into the attached Quality Assurance Project Cost Schedules. The total cost of Change Order 9 Work Order 4 is not to exceed \$766,596.00. The following provides the estimated costs by deliverable and SFY:

SERVICE	SFY 25/26	TOTAL
QA Project Management Services	\$766,596.00	\$766,596.00
TOTAL	\$766,596.00	\$766,596.00

Work Order Approval

IN WITNESS WHEREOF, the Parties have set their hands hereunto as of the Execution Dates set forth below.

CalSAWS Consortium

By: _____
Printed Name: Michael Sylvester
Title: Board Chair
Date: _____

ClearBest, Incorporation

By: _____
Printed Name: Wendy Battermann
Title: President
Date: _____

CalSAWS Consortium

By: _____
Printed Name: Julia Erdkamp
Title: Executive Director
Date: _____

APPROVED AS TO FORM:

By: _____
Jeff Mitchell
Consortium Legal Counsel
Date: _____