



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("**Amendment**") is effective as of the date of the Mayor's signature below, and is between the City of Everett, a Washington municipal corporation (the "**City**"), and the person identified as the Service Provider below ("**Service Provider**"). The City and Service Provider are parties to the Professional Services Agreement described below, as may be previously amended ("**Agreement**"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	Systems Design West, LLC
City Project Manager	Dave DeMarco
	DDeMarco@everettwa.gov
Original Agreement Date	1/1/2022

AMENDMENTS	
Changes to Scope of Work	Scope of Work is changed by ADDING the work in the attachment to this Amendment
Changes to Compensation	Compensation for the added work is set forth in the attachment to this Amendment.
Standard Amendment Provisions	Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.
	This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding.

	Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.
	All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

SYSTEMS DESIGN WEST, LLC



Cassie Franklin, Mayor

Signature: Jennifer Braus

Name of Signer: Jennifer Braus

Signer's Email Address: jennb@sdwems.com

Title of Signer: CEO

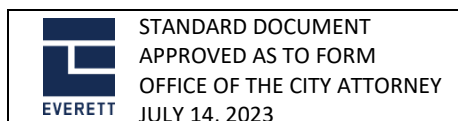
06/24/2024

Date

ATTEST



Office of the City Clerk



ATTACHMENT

Systems Design West LLC shall provide via Public Consulting Group (“Subcontractor”) the following additional services upon City of Everett’s notification of its required participation in the Medicare Cost Data Collection Survey. Specifically, Systems Design West LLC will execute the following steps to complete the survey on behalf of City of Everett:

- Develop a detailed data request for those items that will be collected and provided by City of Everett (“Client Data”).
- Systems Design West LLC will prepare and audit the completed Medicare Cost Survey and its supporting documentation.
- Using the Client Data ‘as is’, based on what City of Everett provided, prepare the Cost Survey in accordance with the Medicare principles of reimbursement that include but are not limited to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and other relevant documents which provide regulatory guidance on allowable costs and provider charges.
- The parties agree and acknowledge that Systems Design West LLC is not responsible for any errors or omissions in the (i) Client Data that it receives from City of Everett and (ii) Cost Survey that it prepares based on the Client data.
- Systems Design West LLC will provide a report to City of Everett that will include the submission of work papers and methodologies for the filing of the Medicare Cost Data Survey along with the completed report.
- Systems Design West LLC will submit the final report and supporting documentation to CMS.
- Systems Design West LLC will support the department in the event of a state or federal audit. PCG will develop responses to any inquiries from the Centers for Medicare and Medicaid Services (CMS) related to City of Everett’s filed survey.

City of Everett shall compensate Systems Design West LLC \$35,000.00 for the services in this attachment. Systems Design West LLC will invoice City of Everett within thirty (30) days following the submission of City of Everett’s Medicare Cost Report. City of Everett will remit payment to Systems Design West LLC within thirty (30) days of invoice receipt.











Transport Billing Agreement with Systems Design West Amendment No 1_5.29.2024_SD

Final Audit Report

2024-06-24


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 Agreement completed.

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