

THIRD AMENDMENT TO
PROFESSIONAL CONSULTANT SERVICES AGREEMENT

CITIZEN COMMUNICATIONS, LLC, dba RECYCLIST

Recyclist Program Tracker Implementation and Subscription

THIS THIRD AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT (“Third Amendment”) is made and entered into this _____ day of _____, 2023, by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation (“City”), and CITIZEN COMMUNICATIONS, LLC, a California limited liability company, doing business as RECYCLIST (“Consultant”), with respect to the following:

RECITALS

WHEREAS, the City and Consultant entered into that certain Professional Consultant Services Agreement, dated August 9, 2021 (“Agreement”), for Recyclist Program Tracker Implementation and Subscription; and

WHEREAS, the City and Consultant entered into that certain First Amendment to Professional Consultant Services Agreement, dated February 2, 2022; and

WHEREAS, the City and Consultant entered into that certain Second Amendment to Professional Consultant Services Agreement, dated February 17, 2023; and

WHEREAS, the Agreement is set to expire December 31, 2023; and

WHEREAS, the City and Consultant now wish to amend the Scope of Services, extend the term of the Agreement, and increase compensation in the amount of Thirty-One Thousand Three Hundred Ninety Dollars (\$31,390.00) annually for the extended term of the Agreement between January 1, 2024 and December 31, 2026, with an option to extend for two (2) additional one (1)-year terms.

NOW, THEREFORE, incorporating the recitals set out above, the parties hereto mutually agree to the following amendment to the Agreement.

1. Section 1, “Scope of Services,” is hereby revised as Exhibit “A-3,” attached hereto and incorporated herein by reference.

2. Section 2, “Term” is hereby extended to December 31, 2026. Upon the mutual agreement of the parties, the term of this agreement may be extended for up to two (2) additional one (1) year terms.

3. Section 3, "Compensation/Payment," is hereby revised as Exhibit "B-3," attached hereto and incorporated herein by this reference, to increase compensation in the amount of Thirty-One Thousand Three Hundred Ninety Dollars (\$31,390.00) annually for the extended term of the Agreement between January 1, 2024 and December 31, 2026.

4. All other terms and conditions of the Agreement between the parties which are not inconsistent with the terms of this Third Amendment shall remain in full force and effect as if fully set forth herein.

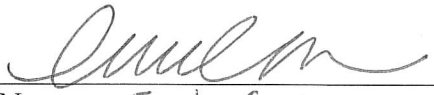
[SIGNATURES ON FOLLOWING PAGE.]

IN WITNESS WHEREOF, the parties hereto have caused this Third Amendment to Professional Consultant Services Agreement to be duly executed the day and year first above written.

CITY OF RIVERSIDE,
a California charter city and municipal
corporation

CITIZEN COMMUNICATIONS, LLC,
a California limited liability company,
doing business as RECYCLIST

By: _____
City Manager

By: 
Print Name: Emily Coven
Title: SVP, Sustainability & Compliance

Attest: _____
Donesia Gause
City Clerk

By: _____
Print Name: _____
Title: _____

Certified as to Availability of Funds:

By: 
~~for~~ Chief Financial Officer

Approved as to Form:

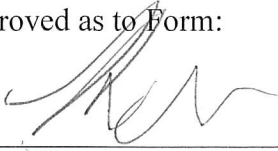
By: 
Ruthann M. Salera
Deputy City Attorney

EXHIBIT "A-3"

SCOPE OF SERVICES

EXHIBIT A
Statement of Work

Implementation of the Recyclist Program Tracker includes:

- Configuring data import process to align with Customer's data and programmatic objectives
- Importing initial compliance records
- Setting up user accounts and permissions
- Customizing database fields to meet reasonable customer needs
- Customizing reports to meet reasonable customer needs

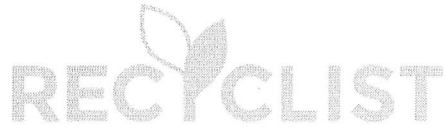
Base subscription includes:

- Commercial and multi-family generator database for tracking:
 - Service levels
 - Contact information
 - AB 1826 & AB 341 compliance
 - SB 1383 compliance (rolling out in phases)
- Log of all outreach activities
- CRM features to schedule and track outreach to commercial generators, including:
 - Site Visits
 - Phone Calls
 - Emails
 - Photos taken
 - Task lists and calendars
 - Task reminders and summaries
- Customization of standard forms and reports to meet reasonable customer needs, such as:
 - Tracking local programs and pilot projects
 - Tracking compliance with state, regional and/or local ordinances
 - Complex customization projects necessitating new forms and/or reports may require additional professional services. Any additional consulting, training, development, configuration, development and/or integration services may be out of scope and subject to Company agreeing to provide such services pursuant to a change order to this SOW.
- Reports in list and/or graph format, with ability to search, sort and filter, and to export to Excel, PDF, or image file
- Cloud-based database that syncs data across all users in real time
- Web-based application, with mobile app for iOS and Android (requires internet connection)
- Secure web hosting with weekly backups
- Support via email, Monday-Friday 9am-5pm PT
- Support via phone by appointment
- Unlimited users

Data Import includes:

- Processing and importing a single-tab Excel worksheet or CSV file
- For service record data imports:
 - Importing new accounts, identifying possibly closed accounts and service-level changes
 - Updating generator compliance statuses to align with new data
- Custom Data Template Surcharge applicable to any Data Imports not delivered in the standard Recyclist Service Record Template

EXHIBIT "B-3"
COMPENSATION



12242 Business Park Drive, Suite 19
Truckee, CA 96161
www.recyclist.co

June 20, 2023
City of Riverside
3900 Main Street
Riverside, CA 92522

To Whom It May Concern:

This letter is a request to amend Citizen Communication LLC dba Recyclist's Contract with the City of Riverside to renew and extend the existing agreement for the following services:

Renewal of Program Tracker Subscription

Term Length: 36 months (January 1, 2024 thru December 31, 2026)

Details:

- Updated Scope of Work attached as Exhibit A
- Annual Fee to reflect new service term

ANNUAL SERVICE FEES	1/1-12/31/2024	1/1-12/31/2025	1/1-12/31/2026
Base subscription (includes 4 data imports per year)	\$27,390	\$27,390	\$27,390
4 additional prepaid data imports	\$4,000	\$4,000	\$4,000
Total annual fees	\$31,390	\$31,390	\$31,390

All other terms and conditions of the contract documents shall remain unchanged.

Sincerely,

Emily Coven
Managing Member

Accepted by: _____ Name: _____

Date: _____ Title: _____