

**Statement of Work for
the Lafayette Consolidated Government
Court Case Management Operational Review and System Assessment**

I. Agreement

This Statement of Work ("SOW"), dated as of June 29, 2021 is entered into pursuant to and in accordance with the terms of the Master Services Agreement ("Agreement"), dated as of June 17, 2019 (the "Effective Date"), between the Lafayette Consolidated Government ("LCG") and KPMG LLP ("KPMG", or "Contractor"). This SOW is subject to the terms of the Agreement. Capitalized terms used herein without definition shall have the meaning ascribed to them in the Agreement.

II. Overview

LCG has undertaken a transformation to make Lafayette, Louisiana one of America's leading innovative cities. As part of this transformation LCG has committed to accomplishing 10 percent more for 10 percent less over the next 10 years under the 10-10-10 initiative. Seeking to harness the opportunities and address the challenges presented by rapid urbanization, LCG is looking to realize and accelerate the benefits from an innovative city transformation by harnessing the powers of transformational technologies and improving transparency, efficiency and accountability within operations.

Affiliated with the 10-10-10 initiative, LCG is interested in undertaking a review of the City Court of Lafayette, Louisiana, specifically its case processing workflows with accompanying case management technology and record keeping, and review of the City Prosecutor's Office as it relates to the City Court's case processing workflows with accompanying case management technology and record keeping. The purpose of this review is to identify opportunities for organization, process and system efficiencies and estimated impact.

III. Scope, Approach & Deliverables

Scope

Court case management and process review, with inputs from the following supporting activities;

- Document and synthesize current court processes, rules, policies, and procedures relevant to city court case management, incorporating insights and feedback from a comprehensive cross-section of city court professionals, City Prosecutor office professionals and other relevant stakeholders, identified in collaboration with and meetings arranged with the assistance of LCG.
- Examine current activities and workflow within the city court and prosecutor's administrative operations related to court case processing and management, incorporating data LCG provides regarding on resource utilization and productivity to explore opportunities to streamline and improve efficiency
- Review existing court case management software system for the City Court and City Prosecutor to ascertain functionality, usage, and capability
- Identify court case management system business needs for the City Court and City Prosecutor
- Evaluate Lafayette, LA citizen-facing systems relevant to City Court case processing, specifically credit card payment portals and lobby kiosks/portals that transmit court-related transactions
- Review City Court and City Prosecutor data, previously analyzed and/or readily available, regarding

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volumes, cycle times, and service levels

- Review historical project documentation and assets from the existing case management implementation as provided by LCG

Project Deliverables

The City Courts Case Management System Review will result in the following three deliverables:

- Quantification estimate of potential efficiencies through annual OPEX savings and other productivity gains related to such recommendations
- Case Management Systems Improvement Recommendations, informed by identified process improvement opportunities and high-level strategy to implement modernized court case management that enables digitized process improvement and efficiencies to drive potential savings
- Case Management Systems Technology Recommendations to outline prioritized and sequenced implementation strategy with high-level timeline milestones and leveraging Microsoft Dynamics 365

The expected level of effort is 4-6 weeks, dependent on data and personnel availability.

Solution Components

Due to the nature of this SOW, there are no solution components included (no infrastructure, hardware or software needed). This project will not include the design, nor implementation of technology under this SOW.

Compensation and Payment

Based on our discussions to-date, high-level understanding of your requirements, past experiences with similar projects, including at LCG, and the aforementioned assumptions, professional **fees for this SOW are estimated to be approximately \$150,000**, exclusive of expenses, which primarily are comprised of travel / lodging expenses. **KPMG will invest approximately \$60,000** in engagement fees to cover a portion of the cost of the professional fees; therefore, **the cost to LCG for this SOW is estimated to be \$90,000**.

LCG shall pay KPMG for services and deliverables as set forth in this SOW on satisfactory acceptance of deliverables. Expenses will be billed as incurred. All travel dates will be mutually agreed in advance with LCG.

KPMG shall send all invoices to:

Mr. Josh Guillory, Mayor-President
Lafayette Consolidated Government
705 W. University Avenue
Lafayette, LA 70506, US

Payment is due within thirty (30) days of invoice.

IV. Additional Terms

For purposes of this SOW, the following will be in addition to those definitions reflected in Section

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20.a. of the MSA: "KPMG Property" includes any materials or information owned by or licensed to KPMG, including but not limited to the following materials and project tools: (i) components, programs, systems, analysis, frameworks, documentation, drawings, configuration techniques and specifications, owned by or licensed or leased to KPMG or KPMG's affiliates or related entities, and (ii) any modifications, enhancements, improvements or derivative works of any KPMG Property, irrespective of their date of creation.

Client represents to KPMG that Client has obtained all legal consents necessary to award this contract to KPMG without competition, and that award of this contract is made in accordance with all applicable law, regulations, rules, policies, and requirements.

The Lafayette Consolidated Government acknowledges and agrees that in connection with the performance of this project, (i) KPMG may use KPMG Global Services Private Limited ("KGS"), an entity located in India which is owned and controlled by Member Firms of KPMG International Cooperative, as a Permitted Subcontractor hereunder in order to provide at KPMG's direction project support and services (as an effort to reduce cost), and (ii) KGS may, in the performance of such services, have limited, controlled remote access established in accordance with KPMG's and LCG's security policies and standards and in line with generally acceptable industry practices, to LCG's information received by KPMG (such information to be stored on servers located in the United States that are owned or controlled by KPMG). KPMG shall remain responsible to LCG for the performance of the Services, and for any failure by KGS.

V. Authorized Representatives and Signatures

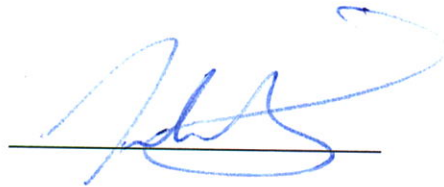
In Witness Whereof, the parties hereto have caused this Statement of Work to be executed by their duly authorized representatives as of the date first written above.

Authorized Signatures:

Lafayette Consolidated Government

KPMG, LLP

By:



By:



Print Name:

JOSHUA S. GUILLORY

Print Name:

Peter Zalkind

Title:

MAYOR - PRESIDENT

Title:

Principal

Date:

8/2/21

Date:

6/29/2021