

EXHIBIT A
SCOPE OF SERVICES AGREEMENT 2026-08
Crowe LLP

THIS SCOPE OF SERVICES AGREEMENT (“SOSA”) is made and entered into this _____ day of _____, 2026, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the “County”), and **Crowe LLP** authorized to do business in Colorado (the “Consultant”). The County and the Consultant are collectively referred to herein as the “Parties”.

RECITALS

WHEREAS, the Parties entered into an active Master Services Agreement dated July 9, 2024, (the “MSA”) for the Consultant to perform services for the County governed and executed through Scope of Services Agreements (SOSA); and

WHEREAS, the County would like the Consultant to design and develop enhancements to Microsoft Dynamics 365 F&O; and

WHEREAS, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in this SOSA.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the Parties agree as follows:

1. **MASTER SERVICES AGREEMENT:** This SOSA is subject and subordinate to the terms and conditions specified in the MSA, executed between the Parties.
2. **CYBERSECURITY REQUIREMENTS:**
 - a. If the Consultant has access to the Douglas County Network systems, the Consultant and its associated personnel shall complete the Douglas County Cyber Security Awareness training within the first 30 days of the contract and prior to accessing any Douglas County facility or information system. This training is issued up to four (4) times per year.
 - b. If the Consultant has access to County facilities or systems that may contain Criminal Justice Information, the Consultant and its associated personnel must pass state and federal fingerprint and background checks prior to the start of work and prior to accessing any Douglas County facility or information system.
 - c. To complete the required fingerprinting, the Consultant and/or its associated personnel must set up vendor accounts with the Colorado Bureau of Investigations (CBI) at <https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/new-accounts>. The Consultant shall be responsible for assigning all associated personnel to the account and complying with the section (b) fingerprint requirements under the CBI process.
 - d. Depending on access requirements, the Consultant and/or its associated personnel may be required to sign additional CJIS security addendum.
3. **SCOPE OF WORK:** All services described in Exhibit 1, attached hereto and incorporated herein, shall be performed by the Consultant.
4. **MAXIMUM CONTRACT LIABILITY:** Any other provisions of this SOSA notwithstanding, in no event shall the County be liable for payment under this for any amount in excess of **ONE HUNDRED**

FOURTEEN THOUSAND TWO HUNDRED TEN DOLLARS AND ZERO CENTS (\$114,210.00). The County is not under obligation to make any future apportionment or allocation to this SOSA. Any potential expenditure for this SOSA outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. **TERM:** It is mutually agreed by the Parties that the term of this SOSA shall commence as of 12:01 a.m. on **March 25, 2026**, and terminate at 11:59 p.m. on **August 31, 2026**. This SOSA and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted, and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.
6. **COUNTY EXECUTION OF AGREEMENT:** This SOSA is expressly subject to and shall not be or become effective or binding on the County, until execution by all signatories of the County.

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Exhibit 1

Attach Exhibit Here

Exhibit A
Statement of Work
Number 007 Page 1 of 3

1. Client/Contract:

Douglas County

This Statement of Work outlines the additions to the scope of the Douglas County (“the County”) Enterprise Resource Planning System and Services resulting from conference room pilot prep (CRP) activities during the Validation Phase. This Statement of Work is subject to the County Master Services Agreement for Enterprise Resource Planning System and Services (“the Contract”) with Crowe LLP, effective July 9, 2024. The terms of the Contract are hereby incorporated into this Statement of Work.

2. Description of Services and Tasks

During CRP Prep and other Validation Phase activities the County and Crowe identified new enhancements that the County has requested to be added to the scope of the project as noted below. The breakdown of this Statement of Work includes the following:

A. Credits for Requirements Removed from Scope

- Removal of 1 Enhancement

B. Additional Requirements Added to Scope

- Project Workflow – Expenses
- Project Workflow - Hours
- Project Workflow - Adjustments
- Budget Request Number Field in Budget Plans
- Vendor DBA change to legal name and required field
- Budget warning on vendor portal
- Expand Budget Register Entry Line Comment to 300 Characters
- Extend Forecast Position Financial Dimensions to Forecast Position List Grid

Crowe will perform design and develop the additional scope items consistent with the original Statement of Work.

2A. Credits for Requirements Removed From Scope

During review of the enhancements approved and signed in SOW 006, the County determined that the enhancement listed below is no longer required and will be utilizing out of the box functionality to fulfill the requirement.

DevOps ID	Title	COSTS
55325	Vendor Portal - Bank Account Update - Custom Alert on Batch Job	\$8,100

Cost Reductions

The cost reduction associated with the removal of the above item from scope, is as follows:

Vendor Portal - Bank Account Update - Custom Alert on Batch Job	(\$8,100)
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Total Credit: (\$8,100)

Note: As this enhancement was to be billed upon completion of testing but was cancelled before development started, the County will not be invoiced. This SOW serves to remove it from included scope.

2B. Additional Requirements added to Scope

ID	Title	Business Areas	Estimates
56501	Project Workflow – Expenses	Projects & Grants	\$16,779
57893	Project Workflow – Hours	Projects & Grants	\$16,779
57894	Project Workflow - Adjustments	Projects & Grants	\$50,760
56902	Budget Request Number Field in Budget Plans	Budgeting	\$9,024
56499	Vendor DBA change to legal name and required field	Accounts Receivable	\$4,512
57357	Budget warning on vendor portal	Procurement and Sourcing	\$5,076
58118	Expand Budget Register Entry Line Comment to 300 Characters	Budgeting	\$5,640
57357	Extend Forecast Position Financial Dimensions to Forecast Position List Grid	Position Control	\$5,640

Total: \$114,210

3. Assumptions

1. The County will make resources available to assist with design decisions, and to review and approve the functional designs associated with the new changes being added to scope. It is assumed these activities will take place within the mutually agreed upon revised timeframes for the project.
2. The County will make resources available to answer questions during development and assist with testing the changes that were added to scope. It is assumed that the County will test the changes within **10 days** of Crowe deploying the change to a test environment, or a mutually agreed upon timeframe between Crowe and the County.
3. No additional post-implementation support hours have been factored into this change.
4. The Crowe Project Manager will integrate the work of this SOW into the Master Project Plan, including any of the standard project management artifacts and communication tools disseminated on a regular basis (status report, etc.).

4. Fees and Billing

Based on discussions with the County, Crowe will provide the services described in this Statement of Work for an increase of our original contracted amount of **\$106,110** per the additions and reductions to scope defined above.

- The completion of the development, along with the County's testing within the County's acceptance testing environment, will serve as the completion criteria for each change.
- Crowe will bill the County monthly for each of the changes as they are completed.