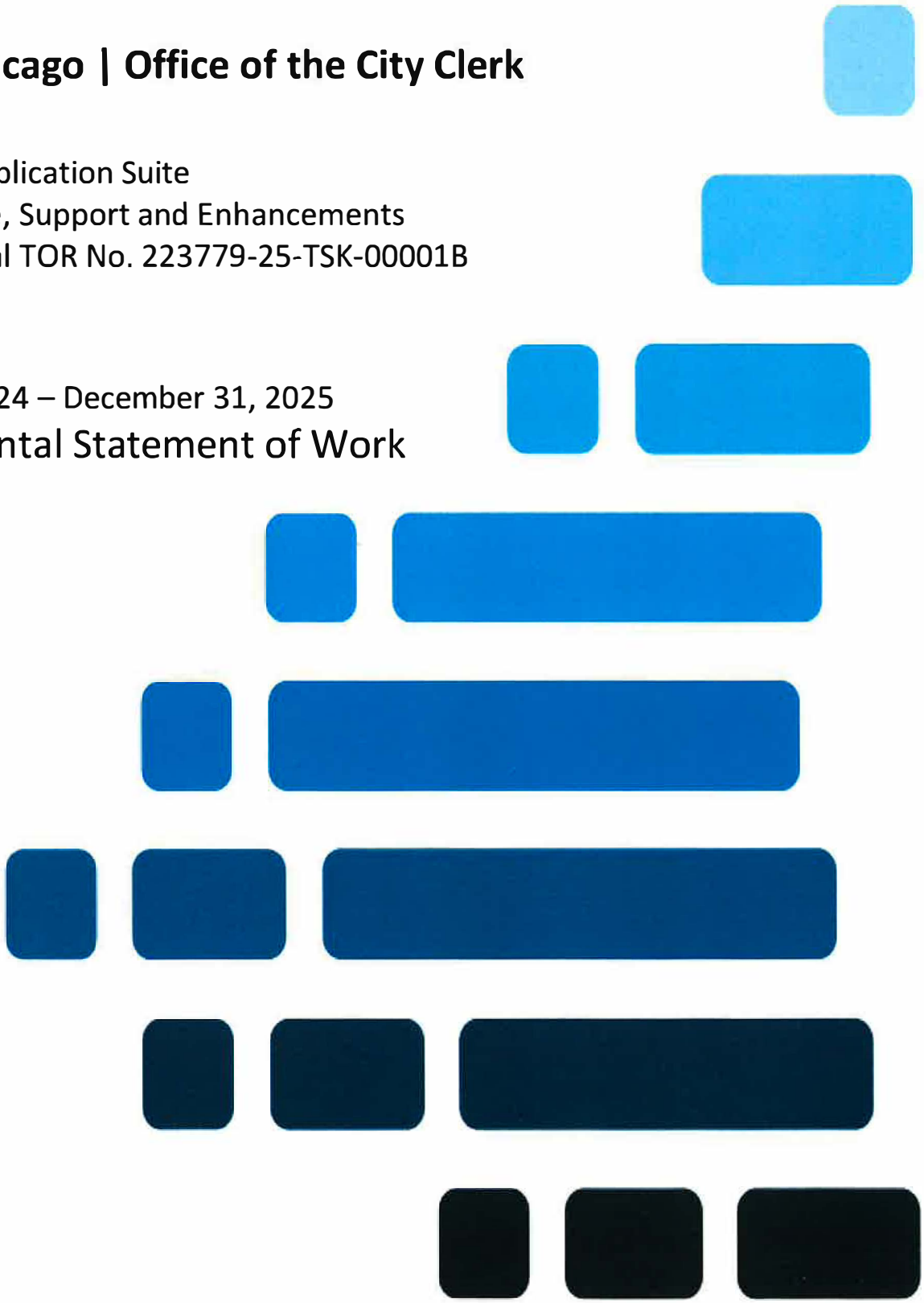
City of Chicago | Office of the City Clerk

The Sales Application Suite
Maintenance, Support and Enhancements
Supplemental TOR No. 223779-25-TSK-00001B

August 1, 2024 – December 31, 2025

Supplemental Statement of Work

March 2025



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Section 1 – Summary and Purpose

Catalyst Consulting Group, Inc. has the privilege of serving as the Office of the City Clerk's (OCC's) Software Application Suite (SAS) technology support and new feature vendor. Our team has embraced this opportunity to truly modernize and revolutionize the OCC's SAS technical ecosystem. We have accomplished many mission-critical tasks with competency and care.

The 2024 budget period concluded with an overage of ($301,761.25), which would reduce the funds available for 2025 under our current Directed TOR. This was largely due to the following efforts:

- SAS implementation of 25RevOrd 25-01 and 25RevOrd 25-03 legislation
- EzBuy application management for Dog Licensing program complexities
- DataOne API upgrade

Originally the budget for this effort was in the amount of $1,954,400.00 for 2024-2025. Therefore, we're requesting additional funding in the amount of **$280,361.25** to mitigate the anticipated deficiency. The revised total budget for August 1, 2024 – December 31, 2025 would be $2,234,761.25. Catalyst has compiled this document which outlines the plans for these funds.

Section 2 – Scope of Services

The requested additional funding will secure additional hours for the current project resources and utilization fees for Google reCAPTCHA on the EzBuy application.

The table below details the earmarks for these funds.

	Hours	Cost
Resource Hours and Cost	1655.38281250	279,861.25
Technology Cost		500.00
Supplemental Funding Requested		**280,361.25**
Earmarks:		
1. EzBuy Guest Phase III Cart & Wrap Up	305.38281250	51,486.25
2. Vehicle Make/Model Assignment Upgrade	600.00	101,500.00
3. Additional Maintenance and Support	690.00	116,725.00
4. Additional Documentation Buildout	60.00	10,150.00
5. Google reCAPTCHA		500.00
Total	1655.38281250	**280,361.25**
Balance	0	0

Section 3 – Resource Plan

The table below identifies our team dedicated to the OCC with the estimated additional hours for the requested supplemental funding.

Name	MCA Title/ Actual Role	Estimated Additional Hours	Rate	Total
Teri Patterson	Project Manager	200.00000000	175.00	35,000.00
Andrew Smith	Software Engineer	300.00000000	160.00	48,000.00
James Dempsey	Software Engineer	255.38281250	160.00	40,861.25
John Marshall	Software Engineer	300.00000000	180.00	54,000.00
Omer Yazir	Software Engineer	300.00000000	180.00	54,000.00
Bekim Mustafa	Business Analyst	300.00000000	160.00	48,000.00
	Total	1655.38281250		$279,861.25

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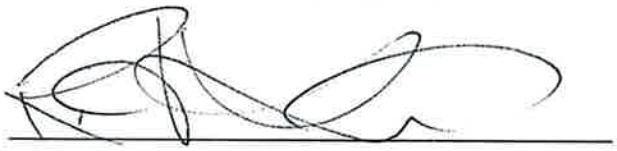
Section 4 – Acceptance

Catalyst appreciates the confidence that the City Clerk's Office has shown in our firm. If you would like to accept this quote and the services described above, please execute within the signature line below.

Accepted and agreed to by the following parties:

Name: Kathryn O'Connell, Chief of Staff
Date: 3|18|25
Party: Chicago Office of the City Clerk

Name: Riley Bowlin, Chief Operating Officer
Date: 3|18|25
Party: Chicago Office of the City Clerk



Name: Roberto Lopez, Chief Innovation Officer
Date: 3|18|25
Party: Chicago Office of the City Clerk

Name: Arvin Talwar, Managing Principal and CEO
Date:
Party: Catalyst Consulting Group, Inc.