

**AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: 10/29/2025  
Meeting Date: 11/09/2025  
Submitted By: Mark Graham  
Department: Auditor's Office  
Signature of Elected Official/Department Head:  


<b>Court Decision:</b> <small>This section to be completed by County Judge's Office</small>
 <b>11-10-2025</b>

**Description:**

Netgain is our provider of leasing software that will integrate with the NetSuite ERP. This is a zero dollar change order, they agreed to amend the service period for implementation on our request.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(May attach additional sheets if necessary)

**Person to Present:** \_\_\_\_\_

(Presenter must be present for the item unless the item is on the Consent Agenda)

**Supporting Documentation:** (check one)     PUBLIC     CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

**Estimated Length of Presentation:** \_\_\_\_\_ minutes

**Session Requested:** (check one)

Action Item     Consent     Workshop     Executive     Other \_\_\_\_\_

**Check All Departments That Have Been Notified:**

County Attorney     IT     Purchasing     Auditor  
 Personnel     Development Services     Facilities Management

Other Department/Official (list) \_\_\_\_\_

**Please List All External Persons Who Need a Copy of Signed Documents  
In Your Submission Email**

# NETGAIN CHANGE ORDER for STATEMENT OF WORK

Johnson County (Customer)

NetLease Implementation  
Reset Professional Services Period  
Effective Date: 2/1/2026

---

## 1. OVERVIEW

---

This Change Order ("CO") describes the changes to the Professional Services Period as a whole and/or additional scope, tasks, activities and/or deliverables to be performed by Netgain Solutions, Inc. ("Netgain") for Customer (collectively "Parties") pursuant to the Quote/Order Form (and its related PSA and SOW) executed August 12, 2024.

Project Name / Description / Original SOW	Product(s)
Johnson County - NetLease	NetLease

Once executed by the Parties, this Change Order shall be incorporated by reference into the PS Terms. In the event of any inconsistency or conflict between the terms and conditions of this CO, the original SOW and the PS Terms, the terms and conditions of this CO shall govern with respect to the subject matter of this CO only. This CO may not be modified or amended except in writing signed by a duly authorized representative of each party.

---

## 2. CHANGE IN PROFESSIONAL SERVICES PERIOD

---

This Change Order modifies the Effective Date (start date) and/or the duration for the overall Professional Services Period for the Product(s) from what has been stated in the most recent SOW/CO, as outlined below:

Document Reference	Effective Date	Professional Services must be completed within
Original Kick Off Date or most recent Change Order	5/16/2025	180 Days from effective date
This Change Order	2/1/2026 (re-engagement date)	120 days from effective date

ASSUMPTIONS:

- For delays in project implementations where the new Effective Date for the Professional Services Period start date is more than 60 days past the original kick off date, Netgain assigned consultants will be released from the project, and new resources will be assigned to the project the week before the new effective date.
- Per discussions with Customer, the desire is to re-engage on 2/1/2026. Customer should reach out to Netgain when ready to begin implementation before re-engagement date to be assigned a consultant. If Netgain has not heard from customer within 7 days of reengagement date, Netgain will reach out to Customer to confirm readiness to begin implementation.
- Customer agrees to commit the staff and resources required to complete the project using standard best practices referenced in the Netgain standard delivery methodology within the new Professional Services Period indicated above.
- Delays in the Professional Services Period does not release or imply delayed payments for Netgain invoices due, nor does it push any license dates from your original, signed Netgain Quote / Order Form. All licenses start dates and amounts billed to you for your Netgain products and implementation fees are contractual, and the terms of payment remain unchanged, unless otherwise stated here within this Change Order.
- Once your Netgain Quote/Order Form is signed, REGARDLESS OF A PUSH/DELAY in the Professional Services Period, Netgain personnel will install your purchased Netgain products in your environment, and you will have full access to the Netgain Knowledge Base.

---

### 3. SCOPE OR DELIVERABLE CHANGE

---

### 3.1 PROFESSIONAL SERVICE PERIOD CHANGE SUPPORTING DETAIL

Customer desires to pause Netgain implementations for NetLease and expects to resume on 2/1/2026. Customer has agreed to then commit the appropriate resources to complete the implementation.

There will be no cost to the Customer associated with this Change Order.

### 3.2 ADDITION OF SCOPE OR DELIVERABLE

The following activities AND/OR deliverables have been added: N/A

### 3.3 CHANGE OF SCOPE OR DELIVERABLE

The following activities AND/OR deliverables have been changed: N/A

### 3.4 REMOVAL OF SCOPE OR DELIVERABLE

The following activities AND/OR deliverables have been removed: N/A

---

## 4. PRICING AND PAYMENT TERMS

---

### 4.1 FIXED FEES

The Professional Services and any activities or deliverables described in this CO will be provided on a fixed price basis. In the event of a conflict between the pricing set forth in this CO and the pricing set forth in the SOW or the applicable Quote/Order Form, then the pricing set forth in this CO shall govern and control solely with respect to the subject matter herein.

Any expenses (as described below) are not included in the fixed fees and are an additional cost to You. The payment obligation is non-cancellable, and the sum paid is non-refundable, except as otherwise expressly provided in Your Quote/Order Form.

Customer acknowledges that the fixed price is based solely on the information provided to Netgain and the assumptions documented in this CO. Any requirement(s) not included herein, or items not contemplated will be considered outside of the fixed price scope and will be handled through the Change Orders control process defined in Section 4 (“Change Orders”) of your original SOW and may result in additional cost.

Professional Services Fees

List Price

Charge for change/update in Professional Services Period (no impact to scope or overall effort)	\$0.00 USD
Total Professional Services Fees	\$0.00 USD

#### 4.2 PROFESSIONAL SERVICES EXPENSES

Because Netgain and Customer have agreed that Professional Services are to be performed remotely for this engagement, no expenses are expected under this agreement.

#### 4.3 PAYMENT TERMS

Unless otherwise noted in Your Quote/Order form, fees are due Net 30 from invoice date. No Quote will be issued for this CO, since there is no charge for this change.

### 5. SIGNATURES

The Parties acknowledge that they have had previous discussions related to the content within this Change Order. Except as expressly amended by this CO, the terms of the SOW shall remain unchanged and in full force and effect. In the event of any inconsistency or conflict between the SOW and this CO, the terms, conditions and provisions of this CO shall govern and control solely with respect to the subject matter herein. All previous discussions and agreements solely with respect to the subject matter specified in this CO are superseded by this CO.

This Change Order may be executed in counterparts and/or by facsimile or electronic signature and if so executed shall be equally binding as an original copy of this CO executed in ink by both Parties. This CO is valid through **November 14<sup>th</sup>, 2025**, and shall become binding upon execution by You and acceptance by Netgain.

CUSTOMER

By: 

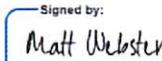
Print Name: Christopher Boedeker

Title: Johnson County Judge

Company: Johnson County

Date: 11-10-25

NETGAIN SOLUTIONS, INC.

Signed by:  
 By:   
D7D1EAC27B5643F

Print Name: Matt Webster

Title: VP, Professional Services

Company: Netgain Solutions, Inc.

Date: 10/24/2025