

CHANGE ORDER

Project Name:	Exchange Migration	Project Manager:
Customer Name:	CLEVELAND COUNTY COMMISSIONERS	Drew Bissell (224) 460-0176 Drew.Bissell@cdw.com
CDW Affiliate:	CDW Government, LLC	
Drafted By:	Drew Bissell	
Effective Date:	June 3, 2026	Requesting Party:
Contract#/Change ID:	SOW #162712 – CO-01	Drew Bissell

This change order (“**Change Order**” or “**CO**”) is made and entered into this June 3, 2026 (the “**Effective Date**”) by and between the undersigned, CDW Government, LLC (“**Seller**” and “**we**”), and CLEVELAND COUNTY COMMISSIONERS (“**Customer**” and “**you**”), and amends that certain Exchange Migration Statement of Work made effective October 31, 2025.

CHANGE DESCRIPTION

This Change Order modifies the SOW and any previous Change Orders. The changes are detailed below:

This Change Order adds additional estimated units as per the table below.

ADDITIONAL PRICING

This Change Order will incur additional fees that will be charged in addition to the fees provided in the SOW. The new fees are detailed below:

Services Fees will be calculated on a TIME AND MATERIALS basis.

The invoiced amount of Services Fees will equal the rate applicable for a unit of a service or resource (“**Unit Rate**”) multiplied by the number of units being provided (“**Billable Units**”) for each unit type provided by Seller (see Table 1).

The Total Estimated Services Fees of \$10,860.00 is merely an *estimate* and does not represent a *fixed fee*. Neither the Total Estimated Billable Units of 44 nor the Total Estimated Services Fees are intended to limit the bounds of what may be requested or required for performance of the Services.

Table 1 – Services Fees

Unit Type	Unit Rate	Billable Units	Subtotal
Engineer (Senior) – Per Hour	\$250.00	40	\$10,000.00
Project Manager – Per Hour	\$215.00	4	\$860.00
Estimated Totals		44.00	\$10,860.00

The rates presented in Table 1 apply to *scheduled* Services that are performed during Standard Business Hours (meaning 8:00 a.m. to 5:00 p.m. local time, Monday through Friday, excluding holidays). When Seller invoices for scheduled Services that are not performed during Standard Business Hours, Services Fees will be calculated at 150% of the Unit Rates. For any unscheduled (i.e., emergency) Services performed at any time of the day, Services Fees will be calculated at 200% of the Unit Rates.

Any non-Hourly Units will be measured in one (1) unit increments when Services are performed remotely or at any Customer-Designated Location(s) (as defined below).

Any Hourly Units will be measured in one (1) hour increments with a minimum of one (1) hour billed each day Services are performed remotely and four (4) hours billed each day Services are performed at any Customer-Designated Location(s). When Hourly Seller personnel must travel more than two (2) hours a day to work at any Customer-Designated Location(s), there will be a minimum of eight (8) hours billed for each day (less travel time that is invoiced pursuant to the "Expenses" section below).

Upon notice, Seller may adjust the rates above, provided that the rates will remain fixed for at least six (6) months after the SOW Effective Date and then again for at least six (6) months after any subsequent adjustment. In the event a Master Services Agreement (MSA) is in place, the terms of the MSA take precedence.

The rates above only apply to Services specified in this SOW as it may be amended by one or more Change Order(s).

SIGNATURES

In acknowledgement that the parties below have read and understood this Change Order and agree to be bound by it, each party has caused this Change Order to be signed and transferred by its respective authorized representative.

CDW Government, LLC

By: Connor Grimsley
signature

Name: Connor Grimsley

Title: Supervisor, Service Contracts

Date: 6/16/2026

CLEVELAND COUNTY COMMISSIONERS

By: _____
signature

Name: _____

Title: _____

Date: _____

☐ The following Manager has given approval:

If there are locations not listed in the original SOW, please use Exhibit A, otherwise delete this control.