

January 1, 2022 to December 31, 2022
Training and Consultation for Diversity, Equity, and Inclusion Community-based Initiatives
Exhibit D – Payment schedule

Milestone	Description	Due Date	Amount
Deposit	Deposit	Due immediately upon acceptance of terms	\$25,500
Phase 1 Billing	Installment Payment	March 31, 2022	\$14,875
Phase 2 Billing	Installment Payment	June 30, 2022	\$14,875
Phase 3 Billing	Installment Payment	September 30, 2022	\$14,875
Phase 4 Billing	Installment Payment	December 31, 2022	\$14,875
Training Session 1	Six (6) Implicit Bias Training Sessions	Between January 1, 2022 – December 31, 2022	\$2,450
Training Session 2	Six (6) Implicit Bias Training Sessions	Between January 1, 2022 – December 31, 2022	\$2,450
Training Session 3	Six (6) Implicit Bias Training Sessions	Between January 1, 2022 – December 31, 2022	\$2,450
Training Session 4	Six (6) Implicit Bias Training Sessions	Between January 1, 2022 – December 31, 2022	\$2,450
Training Session 5	Six (6) Implicit Bias Training Sessions	Between January 1, 2022 – December 31, 2022	\$2,450
Training Session 6	Six (6) Implicit Bias Training Sessions	Between January 1, 2022 – December 31, 2022	\$2,450
TOTAL			\$99,700

Deliverables:

All training supplies, facilitation, consultation, strategic planning, and analysis for the City’s successful completion of Diversity, Equity, and Inclusion Community-based Initiative for 2022.

Invoicing and Payment:

Consultant shall be compensated for services satisfactorily rendered, in accordance with the Billing Schedule listed above, which may include complete accounting of deliverables, activities, products, and expenses, or other invoicing procedures as agreed upon both parties. The City will make payment to Consultant within thirty (30) days after receipt and approval of each invoice. Annual retainer for services shall total 30% of the annual total of the contract.

Term:

The term of this agreement shall be from the effective date of January 1, 2022 until December 31, 2022. Both parties shall consult prior to the end of the term to determine whether to extend the agreement for an additional time period.

Termination:

Services may be discontinued at any time and any costs incurred will be paid for in accordance with Section 14 (Termination) of the City's Consulting Services Agreement.