



**PUBLIC REQUEST TO ADDRESS
THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, CALIFORNIA**

MEMBERS OF THE BOARD

HILDA L. SOLIS
HOLLY J. MITCHELL
LINDSEY P. HORVATH
JANICE HAHN
KATHRYN BARGER

Correspondence Received

			The following individuals submitted comments on agenda item:	
Agenda #	Relate To	Position	Name	Comments
51.		Oppose	Monisha Parker	How to reduce the Client Case Management System Contract Amendment? 1. Clearly define the scope of work and requirements at the beginning of the contract to minimize the need for amendments later on. 2. Conduct thorough requirements gathering and analysis to ensure all stakeholders are on the same page and avoid misunderstandings that may lead to contract amendments. 3. Communicate regularly with the client to address any potential issues or changes early on, before they escalate and require a formal contract amendment. 4. Include flexible terms in the contract that allow for minor changes or adjustments without the need for a full amendment. 5. If a contract amendment is necessary, work collaboratively with the client to negotiate and agree on the changes to minimize the time and cost involved in the process. 6. Keep thorough documentation of any changes or amendments made to the contract to ensure clarity and accountability for all parties involved. 7. Review the contract periodically to identify any potential areas for improvement or clarification that may prevent future amendments. 8. Consider implementing a change management process to handle any proposed changes in a systematic and organized manner, reducing the likelihood of unnecessary contract amendments.
		Item Total	1	
Grand Total			1	