

**DeKalb County
Department of Purchasing and Contracting
Change Order Request Form**

User Department: Fire Rescue Services	From: Purchasing & Contracting
RFP No.: 15-500340	Title: Records Management System(RMS)
Effective Date: June 23, 2015	Expiration Date: December 31, 2020
Contract APPROVED Amount: \$617,240.00	Number of Renewals/COs to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Image Trend, Inc.	973017	Yes

User Department Recommendation:

Amount for Change Order Request: \$ 60,500.00

Funding: General Enterprise SPLOST 3 Digit Fund Code 270
 CIP Line Item No. (if applicable): _____

Justification (detail explanation): Fire Rescue is requesting a change order and extension of contract # 973017. This is to extend the current contract with Image Trend for the purpose of Fire Rescue Services records management system. Image Trend is the current RMS system for all National Fire Incident Reporting as well as State Office of EMS Patient Care Reporting. Fire Rescue has been very pleased with the services provided by Image Trend. Image Trend complies with all federal and state fire and EMS reporting requirements. The annual 3% yearly increase in the subscription fee requires an additional \$60,500.00 change order to continue service through 2021.

 _____ Department Director Signature	<u>10.07.2020</u> _____ Date
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For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

_____ Purchasing and Contracting Signature	<u>October 8, 2020</u> _____ Date
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