


DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

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|---|---|-------------------------|
| User Department: Fire Rescue | From: Purchasing & Contracting | |
| Sole Source | Title: SS Records Management System Annual Maintenance and Software Support Services | |
| Effective Date: March 28, 2023 | Expiration Date: Dec 31, 2027 | |
| Contract APPROVED Amount: \$522,781.31 | Number of Renewals to Date: 0 | |
| Contractor(s) | Contract No. | Agrees to Extend |
| Image Trend Inc. | 1327382 | N/A |
| User Department Recommendation: Increase <input checked="" type="checkbox"/> Decrease <input type="checkbox"/> Bid <input type="checkbox"/> | | |
| Funding for Term: <u>\$524,181.53</u> | | |
| (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.) | | |
| Funding: General <input type="checkbox"/> Enterprise <input type="checkbox"/> SPLOST <input type="checkbox"/> 3 Digit Fund Code <u>270 Fire Fund</u> CIP Line Item No. (if applicable): _____ | | |
| Justification: | | |
| To correct funding based on software agreement term date periods. Initial quote of \$522,781.31 need to amend the FY26 & FY27 price correction on Elite Rescue support, . This created the need to update the contract to correctly reflect needed funding for the sole source coverage. An increase of \$1,380.22. | | |
|  _____ | <u>11-3-23</u> _____ | |
| Department Director Signature | Date | |

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|---|-------------------------------|
| For Use by Purchasing and Contracting: | |
| Approve <input type="checkbox"/> | Deny <input type="checkbox"/> |
| Additional Comments: | |
| _____ | _____ |
| Purchasing and Contracting Signature | Date |