

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

User Department: Fire Rescue	From: Purchasing and Contracting
RFQ No.: 23-3003807	Title: Cloud Based Software Form Builder (Annual Contract with 2 Options to Renew)
Effective Date: July 21, 2023	Expiration Date: July 31, 2024
Contract APPROVED Amount: \$39,300.00	Number of Renewals to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
GovOS Inc.	1373878	Yes


User Department Recommendation:

Funding for Renewal Term: \$165,000 .00
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

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

Justification:

To revise contract terms and cost to allow for the coverage of annual software as a service (SaaS) at a cost of \$41,250/ annually through 07/25/28 . This will change the contract verbiage to cover initial cost with additional 4 years of SaaS.
Initial cost \$39,300 provided coverage to the department through 07/25/24. This changes looks to add periods: 07/26/24-07/25/25, 07/26/25-07/25/26, 07/26/26-07/25/27, 07/26/27-07/25/28 at \$41,250/year.


5.13.24

Department Director SignatureDate

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Purchasing and Contracting SignatureDate