Police Department

Chief of Police James W. Conroy
1960 W. Exchange Place
Tucker, Georgia 30084
770.724.7670

MEMORANDUM

DATE: August 3, 2018

TO: Delois Robinson, Procurement Manager
Purchasing & Contracting Department

FROM: Chief James W. Conroy

SUBJECT: Proposed Amendment/Change Order No. 1 to Contract No. 982447
with Cooperative Personnel Services

Original Contract Term and Dollar Amount: $206,000 10/27/2015-12/31/2018

Previous Extension of the Term: N/A

Previous Changes to the Dollar Amount: NA

Current Cumulative Contract Term Dollar Amount: $206,000

Proposed Cumulative Contract Term Dollar Amount: $206,000

Detailed Description of Requested Changes: To extend time on contract only to allow completion of 2nd round of testing thru June 30, 2019.

Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid: The current contract is due to expire 12/31/2018. The Department plans to start the second round of testing in November 2018. By extending the contract for a brief period of time we will be allowed time for coverage baring any delays.

Should you require any additional information, please feel free to contact Janet Anderson at (770) 724-7549. Thank you in advance for your assistance on this matter.

JC/JA