



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

**User Department:** Innovation and Technology

**From:** John Matelski

**CPA No.:** 10-901833

**Title:** System & Maint Supp Permit Code Efor

**Effective Date:** 02/09/2010

**Expiration Date:** 12/31/2023

**Contract APPROVED Amount:** \$5,017,510.01

Contractor(s)	Contract No.	Amount Spent	
Infor Public Sector	10-901833	\$2,014,846.66	N/A

**Total Amount Spent to Date:** \$2,014,846.66

**User Department Recommendation:**

Renew

Bid

**Justification:**

See attachment.

Signed by: John A Matelski

Date & Time: 04 Jan 2022 07:54:19 EST

Department Director Signature

Date

**Funding:** General  Enterprise

3 Digit Fund Code 201

CIP Line Item No. (if applicable): \_\_\_\_\_

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**

01/06/2022

Purchasing and Contracting Signature

Date

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

**CPA-10-901833**

**Expiration Date: 12/31/2023**

There are 2 Change order requests currently for the Rhythm for Civics project.

Change order 01 is for the Building Permits department of Planning. Building Permits captures some information from the customer from the portal and then captures additional information from a manual form that the customer uploads. They put that information in a spreadsheet and then key it into IPS. We are recommending that the fields and data that is part of the application process that is manually entered by the Permit Tech from the form, be gathered from the customer directly on the Rhythm portal and that information fed directly into the backend. Amount \$14,720.00.

Change Order 02 is for Business License department. Business License uses an offline spreadsheet calculator built by Oneil Pusey to calculate Business License breakdown of fees for Single Year and Multi-year. The spreadsheet gives a breakdown of the costs that Business License must generate after manually inputting the data received from the customer on the manual application form. The recommendation is to have that calculator be built into IPS/Hansen which the calculations and the breakdown where the customer can see how the fees were generated for Single and Multiyear. We won't have to be dependent on that spreadsheet to generate the fees, IPS will be able to generate the fees because we will incorporate the calculator. Amount \$43,680.00

Total cost for both change orders is \$58,400.00