



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

**MEMORANDUM**

**DATE:** April 24, 2018

**TO:** Delois Robinson, Procurement Manager  
Purchasing & Contracting Department

**FROM:** Chief James W. Conroy

**SUBJECT:** Proposed Amendment/Change Order No. 3 <sup>1</sup> to Contract No. 1022922  
with Utility Associates Inc.

Original Contract Term and Dollar Amount: \$737,724.00 08/15/2016-12/31/2020

Previous Extension of the Term: Annual BOC approval is required for period funding renewals covered in contract.

Previous Changes to the Dollar Amount: \$1,291,436.00

Current Cumulative Contract Term Dollar Amount: \$2,029,160.00

Proposed Cumulative Contract Term Dollar Amount: \$2,705,449.00

**Detailed Description of Requested Changes:** To add funding for 2<sup>nd</sup> renewal period 07/01/18-06/30/19 (C/O #2 approved period extension but not additional funding); to add vehicle video recording and rocket technology for the Strategic Traffic Accident Reduction (STAR) Team (4); to add rocket technology for the SPLOST vehicles (50); and to outfit Marshals Office with body cameras and rocket technology (28).

**Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid:** This contract was awarded to the vendor per RFP 15-500368 in 2016. An initial issue of 600 cameras was provided with the option to buy additional cameras at the same cost. In C/O #1 the first year of Software as a Service (SaaS) was approved. In C/O #2 the department moved into the next phase by adding 200 cameras and addressing the speed of uploading data and increased storage and was approved.

This request C/O # 3 will continue with the process for the recording and storing of video data by providing equipment to SPLOST (50) vehicles, STAR Team 4 vehicles recording equipment, funds for the current renewal period, and body cameras and body cameras and associated equipment for the Marshal's office (28).  
 The additional costs is as follows:

Description	Costs
2 <sup>nd</sup> Renewal Extension (dollars only time extension was already approved 07/01/18-06/30/19)	\$359,400
STAR Team Video System and Rockets (4) Initial Cost	\$12,880
SaaS for STAR vehicle Equipment (\$7,680/yr.) years 2019 and 2020	\$15,360
SPLOST Vehicles (50) Rockets Initial Cost	\$127,600
SaaS for SPLOST vehicles (\$18,000/yr.) years 2019 and 2020	\$36,000
Marshal's Office Body Cameras and associated equipment initial cost (28)	\$113,849
Marshal's SaaS & Video Storage/Download 2 TB (\$5,600/yr.) years 2019 and 2020	\$11,200
<b>TOTAL Change Order #3</b>	<b>\$676,289</b>

The funding sources for these projects are:

Police: Fund 210 (Forfeiture) and Fund 320 (SPLOST)  
 Marshal's: Fund 100 (General)

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.

Attachments  
 JC/JA