



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

Agenda Item

File ID: 2025-1132

Substitute

9/23/2025

Purchasing Type: Change Order (CO)

Public Hearing: YES ☐ NO ☒

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): All

CO - Change Order No. 1 to Contract No. 1343032 Statewide Contract (SWC) No. 99999-SPD-SPD0000060-0003 Software and Ancillary Services: for use by the Department of Innovation and Technology (DoIT). This contract consists of purchasing from the competitively let SWC for software licenses and technical support to cover all existing Microsoft products utilized by the County. This request seeks to increase contract funds for the annual purchase of new and existing Microsoft software licenses and support services. Awarded to SHI International, Corporation. Amount Not To Exceed: \$6,201,630.12

Information Contact: Michelle Butler, Chief Procurement Officer

Phone Number: (404) 687-3581

PURPOSE:

Awarded by the BOC on August 8, 2023, for an amount not to exceed \$14,003,559.51. This contract consists of purchasing from the competitively let SWC for software licenses and technical support to cover all existing Microsoft products utilized by the County. Since 2005, the County has entered into Microsoft Enterprise Agreements with authorized Microsoft resellers listed in the SWC. This request seeks to increase contract funds for the annual purchase of new and existing Microsoft software licenses and support services.

This substitute is submitted to revise the requested contract funds increase and supporting documentation.

RECOMMENDATION:

Recommend approval of Change Order No. 1 with:

SHI International, Corporation, 290 Davidson Ave., Somerset, NJ 08873

Amount Not To Exceed: \$6,201,630.12

and authorize the Chief Executive Officer to execute the change order and all the associated documents.

ADDITIONAL INFORMATION:

1. Contract Effective Date: August 30, 2023
2. Contract Expiration Date: December 31, 2026
3. Amount Spent To Date: \$11,340,903.46



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

4. Funding:

General - Operating (DoIT)

Department of Purchasing and Contracting
Change Order Request Form

User Department: Department of Innovation and Technology **From:** Tiffany Davis
CPA No.: 1343032 **Title:**
Effective Date: 08/30/2023 **Expiration Date:** 12/31/2026
Contract APPROVED Amount: \$14,003,559.51

Contractor(s)	Contract No.	Amount Spent	
SHI International Corp	1343032	\$11,360,903.46	N/A

Total Amount Spent to Date: \$11,360,903.46

User Department Recommendation:

Renew ☒

Bid ☐

Justification:

Innovation and Technology is requesting to increase the contract (1343032) amount with SHI International Corp by \$6,201,630.12.

Scott Shelton

Digitally signed by Scott Shelton
Date: 2025.09.15 18:27:11 -04'00'

09/15/2025

Department Director Signature

Date

Funding: General ☒ Enterprise ☐

3 Digit Fund Code 100

CIP Line Item No. (if applicable): _____

For Use by Purchasing and Contracting:

Approve ☐

Deny ☐

Additional Comments:

Signed on behalf of Procurement Manager for Team B

Michelle Butler

Digitally signed by Michelle Butler
DN: cn=Michelle Butler, o=DeKalb County Govt, ou=Purchasing and Contracting, email=mmichelle@dekalbcountyga.gov, c=US
Date: 2025.09.15 18:34:37 -04'00'
Adobe Acrobat version: 2025.001.20893

9.15.25

Purchasing and Contracting Signature

Date