



Legislation Details (With Text)

**File #:** 2023-1452    **Version:** 1    **Name:**

**Type:** Resolution    **Status:** Consent

**File created:** 11/9/2023    **In control:** Board of Commissioners

**On agenda:** 12/19/2023    **Final action:** 12/19/2023

**Title:** Commission District(s): ALL  
CO - Change Order No. 1 to Contract No. 1327382 Records Management System Maintenance and Software Support Services (Multiyear Contract) [Sole Source Purchase]: for use by Fire Rescue (FR). This contract consists of professional services, hosting, software and technical support for an all-inclusive Records Management Solution for Emergency Medical services and National Fire Incident Reporting System. This request seeks to increase contract funds. An error was noted in the initial quote for the FY26 and FY27 price for Elite Rescue support. Awarded to Image Trend, Inc. Amount Not To Exceed \$1,380.22.

**Indexes:**

**Attachments:** 1. AGENDA NOTES - 2023-1452, 2. UD CO Form - 2023-1452, 3. Quote - SS-Image Trend RMS

| Date       | Ver. | Action By              | Action   | Result |
|------------|------|------------------------|----------|--------|
| 12/19/2023 | 1    | Board of Commissioners | approved | Pass   |

**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. 1327382 Records Management System Maintenance and Software Support Services (Multiyear Contract) [Sole Source Purchase]: for use by Fire Rescue (FR). This contract consists of professional services, hosting, software and technical support for an all-inclusive Records Management Solution for Emergency Medical services and National Fire Incident Reporting System. This request seeks to increase contract funds. An error was noted in the initial quote for the FY26 and FY27 price for Elite Rescue support. Awarded to Image Trend, Inc. Amount Not To Exceed \$1,380.22.

**Information Contact:** Michelle Butler, Procurement Manager

**Phone Number:** (404) 687-3581

**PURPOSE:**

Awarded by the BOC on March 28, 2023 for an amount not to exceed \$522,781.31. This request is to correct the contract funds amount due to an error in the initial quote for FY26 and FY27 pricing for Elite Rescue support.

**RECOMMENDATION:**

Recommend approval of Change Order No. 1 with:

Image Trend, Inc., 20855 Kensington Blvd., Lakeville, MN 55044

Amount Not To Exceed: \$1,380.22

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

**ADDITIONAL INFORMATION:**

- |                              |                   |
|------------------------------|-------------------|
| 1. Contract Effective Date:  | March 28, 2023    |
| 2. Contract Expiration Date: | December 31, 2027 |
| 3. Amount Spent To Date:     | \$98,116.55       |
| 4. Funding:                  | Fire Fund (FR)    |