



Legislation Details (With Text)

**File #:** 2021-3334    **Version:** 1    **Name:**  
**Type:** Resolution    **Status:** Preliminary Item  
**File created:** 11/2/2021    **In control:** Board of Commissioners  
**On agenda:** 12/14/2021    **Final action:** 12/14/2021

**Title:** Commission District(s): ALL  
CO - Change Order No. 2 to Contract No. 973017 Records Management System (RMS) (Multiyear Contract- 5 years): for use by Fire Rescue. 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 is to extend the term of the agreement and increase the amount not to exceed. Awarded to Image Trend, Inc. Amount Not To Exceed: \$80,695.68.

**Indexes:**

**Attachments:** 1. AGENDA NOTES - 2021-3334, 2. UD CO Request -2021-3334

Date	Ver.	Action By	Action	Result
12/14/2021	1	Board of Commissioners	approved	Pass
12/7/2021	1	ERPS-Employee Relations & Public Safety Committee	recommended for approval.	Pass
12/7/2021	1	Committee of the Whole	Accepted to the BOC agenda and assigned	

**Purchasing Type:** Change Order (CO)

**Public Hearing:** YES  NO     **Department:** Purchasing & Contracting

**AGENDA ITEM:**

**Commission District(s): ALL**

CO - Change Order No. 2 to Contract No. 973017 Records Management System (RMS) (Multiyear Contract- 5 years): for use by Fire Rescue. 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 is to extend the term of the agreement and increase the amount not to exceed. Awarded to Image Trend, Inc. Amount Not To Exceed: \$80,695.68.

**Information Contact:** Cathryn G. Horner, Chief Procurement Officer

**Phone Number:** (404) 371-6334

**PURPOSE:**

Awarded by the BOC on June 23, 2015 for an amount not to exceed \$617,240.00. On November 10, 2020, the BOC authorized Change Order No. 1 adding funds for an amount not to exceed \$60,500.00 for the extension of contract term and to increase contract amount. This request is to extend the contract term for one (1) year to allow UD time to evaluate other available RMS programs for this service.

**RECOMMENDATION:**

Recommend approval of Change Order No. 2 thru December 31, 2022 with:

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

Amount Not To Exceed: \$80,695.68

**ADDITIONAL INFORMATION:**

- |                              |                        |
|------------------------------|------------------------|
| 1. Contract Effective Date:  | June 23, 2015          |
| 2. Contract Expiration Date: | December 31, 2021      |
| 3. Amount Spent To Date:     | \$597,434.02           |
| 4. Funding:                  | General Operating (FR) |