



# DeKalb County Government

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

## Legislation Details (With Text)

**File #:** 2018-2980    **Version:** 1    **Name:**  
**Type:** Resolution    **Status:** Preliminary Item  
**File created:** 11/8/2018    **In control:** Board of Commissioners  
**On agenda:** 11/13/2018    **Final action:**  
**Title:** Commission District(s): ALL  
CO - Change Order No. 1 to Contract No. 988895 for Print & Mail Services, Electronic Billing Presentation and Data Processing (Annual Contract with 4 Options To Renew): for the Finance Department to be used by the Department of Watershed Management (DWM), PW-Sanitation and the Peachtree DeKalb Airport. Consists of providing customized bill formatting, print and mail services, hosting the County's water and sewer portal and other miscellaneous statements to citizen and businesses. Awarded To Level One, LLC. Amount Not To Exceed: \$9,876.00.

### Indexes:

**Attachments:** 1. Agenda Notes 2018-2980

Date	Ver.	Action By	Action	Result
11/13/2018	1	Board of Commissioners		

**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. 988895 for Print & Mail Services, Electronic Billing Presentation and Data Processing (Annual Contract with 4 Options To Renew): for the Finance Department to be used by the Department of Watershed Management (DWM), PW-Sanitation and the Peachtree DeKalb Airport. Consists of providing customized bill formatting, print and mail services, hosting the County's water and sewer portal and other miscellaneous statements to citizen and businesses. Awarded To Level One, LLC. Amount Not To Exceed: \$9,876.00.

**Information Contact:** Talisa Clark, CPPO

**Phone Number:** (404) 687-2797

### PURPOSE:

Awarded by the BOC on July 28, 2015 for an amount not to exceed \$136,524.48. On October 11, 2016, the BOC approved the 1st renewal option for an amount not to exceed \$298,345.17. On October 10, 2017, the BOC approved the 2nd renewal option for an amount not to exceed \$365,050.00. On August 28, 2018, the BOC approved the 3rd renewal option for an amount not to exceed \$226,110.00. This request is for additional funding to maximize full color production and optimize customer communication management.

### RECOMMENDATION:

Recommend approval of Change Order No. 1 with:

Level One, LLC, Three Great Valley Parkway, Suite 100, Malvern, PA 19355

Amount Not To Exceed: \$9,876.00

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

**ADDITIONAL INFORMATION:**

- |    |                           |                               |
|----|---------------------------|-------------------------------|
| 1. | Contract Expiration Date: | October 2, 2015               |
| 2. | Contract Expiration Date: | October 31, 2019              |
| 3. | Amount Spent To Date:     | \$597,881.09                  |
| 4. | Funding:                  | General - Operating (Finance) |