



DeKalb County Government

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

Legislation Details (With Text)

File #: 2019-3793 **Version:** 1 **Name:**
Type: Resolution **Status:** Preliminary Item
File created: 5/21/2019 **In control:** Board of Commissioners
On agenda: 6/25/2019 **Final action:**
Title: Commission District(s): ALL
REN - Print & Mail Services, Electronic Billing Presentation and Data Processing (Annual Contract - 4th Renewal of 4 Options To Renew): Contract No. 988895 for the Department of Finance-UCO to be used by the Department of Watershed Management (DWM), Public Works-Sanitation and the Peachtree DeKalb Airport. The contract consists of providing customized bill formatting, print and mail services, hosting the County's water and sewer portal and other miscellaneous statements to citizens and businesses. Awarded To Level One, LLC. Amount Not To Exceed: \$283,518.00.

Indexes:

Attachments: 1. Agenda Notes, 2. UD Contract Renewal Request

Date	Ver.	Action By	Action	Result
6/25/2019	1	Board of Commissioners	approved	Pass
6/18/2019	1	Committee of the Whole	Accepted to the BOC agenda – Preliminary	
6/18/2019	1	FAB-Finance, Audit & Budget Committee	recommended for approval.	Pass

Purchasing Type: Renewal (REN)

Public Hearing: YES ☐ NO ☒

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

REN - Print & Mail Services, Electronic Billing Presentation and Data Processing (Annual Contract - 4th Renewal of 4 Options To Renew): Contract No. 988895 for the Department of Finance-UCO to be used by the Department of Watershed Management (DWM), Public Works-Sanitation and the Peachtree DeKalb Airport. The contract consists of providing customized bill formatting, print and mail services, hosting the County's water and sewer portal and other miscellaneous statements to citizens and businesses. Awarded To Level One, LLC. Amount Not To Exceed: \$283,518.00.

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. On November 13, 2018, the BOC approved Change Order No. 1 for an amount not to exceed \$9,876.00 to maximize full color production and optimize customer communication management. This request is to exercise the 4th and final renewal option.

RECOMMENDATION:

Recommend approval to exercise the 4th renewal option through October 31, 2020 with:

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

Amount Not To Exceed: \$283,518.00

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

ADDITIONAL INFORMATION:

1. Contract Effective Date: October 2, 2015
2. Contract Expiration Date: October 31, 2019
3. Amount Spent To Date: \$752,344.46
\$136,524.48 - Initial
\$235,309.72 - 1st Renewal
\$164,232.50 - 2nd Renewal
\$216,277.76 - 3rd Renewal
4. Funding: Enterprise Operating (Finance)