



DeKalb County Government

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

Legislation Details (With Text)

File #: 2020-0885 **Version:** 1 **Name:**
Type: Resolution **Status:** Action
File created: 7/30/2020 **In control:** FAB-Finance, Audit & Budget Committee
On agenda: 10/27/2020 **Final action:**
Title: Commission District(s): ALL
CO - Change Order No. 2 to Contract No. 988895 Print & Mail Services, Electronic Billing Presentment and Data Processing (Annual Contract With 4 Options To Renew): 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: \$538,742.00.

Indexes:

Attachments: 1. Agenda Notes_2020-0885, 2. UD Change Order Request - 2020-0885

Date	Ver.	Action By	Action	Result
10/27/2020	1	Board of Commissioners	approved	Pass
10/13/2020	1	FAB-Finance, Audit & Budget Committee	recommended for approval.	Pass
10/13/2020	1	Board of Commissioners	deferred to the next meeting	Pass
10/6/2020	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. 988895 Print & Mail Services, Electronic Billing Presentment and Data Processing (Annual Contract With 4 Options To Renew): 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: \$538,742.00.

Information Contact: Cathryn G. Horner, Director

Phone Number: (404) 371-6334

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. On June 25, 2019, the BOC approved the 4th renewal option for an amount not to exceed \$283,518.00. This request is to extend the contract's term

for one (1) year to allow for time for completion of enQuesta implementation.

RECOMMENDATION:

Recommend approval of Change Order No. 2 to extend the contract term through October 31, 2021 with:

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

Amount Not To Exceed: \$538,742.00

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

ADDITIONAL INFORMATION:

1. Contract Effective Date: October 2, 2019
2. Contract Expiration Date: October 31, 2020
3. Amount Spent To Date: \$1,053,289.34
\$136,524.48 - Initial
\$235,309.72 - 1st Renewal
\$164,232.50 - 2nd Renewal
\$216,277.76 - 3rd Renewal
\$300,944.88 - 4th Renewal
4. Funding: Enterprise Operating (Finance)