



Agenda Item Summary

File #: 24-00550

Agenda Date: 6/25/2024

Agenda Item Name:

Change Order 1 to Purchase Order 24-1008 with SHI International Corp, in the amount of \$29,000.00 for Information Services.

Presenter:

Kevin Smith, Information Services Director, 352.338.7300
Theodore White, Procurement Manager, 352.374.5202

Description:

Change Order 1 to Purchase Order 24-1008 with SHI International Corp, increasing the amount by \$29,000.00 due to higher daily usage of the Alachua County Website for Information Services. The revised Purchase Order is \$79,000.00.

Recommended Action:

Approve the issuance of Change Order 1 to Purchase Order 24-1008 with SHI International Corp, in the amount of \$29,000.00. The revised Purchase Order is \$79,000.00.

Prior Board Motions:

N/A

Fiscal Note:

The FY24 Information Services Budget has \$29,000 in the Tech Investment account 001.16.1620.519.46.00 to cover this increase.

Strategic Guide:

All Other Mandatory and Discretionary Services

Background:

In January 2024, the ITS department migrated the Alachua County website to the cloud. Before the migration, the County incurred costs solely for server infrastructure and licensing. After the migration, the costs to support the Alachua County website increased due to higher usage and traffic from daily access. These costs are now factored into the overall monthly expenses, raising our budget from approximately \$2,800 to \$6,500 monthly to support the infrastructure, backups, and usage of the Alachua County website.

Original Purchase Order:	\$50,000.00
Change Order 1:	\$29,000.00
Revised Purchase Order Total:	\$79,000.00

This purchase is exempt from the County's competitive bidding requirements pursuant to Section 22.3-302 (13) of the Alachua County Procurement Code, Procurement of Supplies or Services under Contract with cooperatives, including cooperatives that the County participates in accordance with Article 10, Section 22.10-201 (Cooperative Purchasing Authorized), providing the vendor extends the same terms and conditions of the Contract to the County; however, since the dollar amount of the purchase exceeds the purchasing authority of the Procurement Manager, this is being submitted for Board consideration and approval.