

**AMENDMENT NO. 1 TO FORM OF CONTRACT**

Contractor: Standard Office Systems of Atlanta Inc.

Contract No. 23RFP139160B-EC, Fulton County Multi-Functional Devices  
and Services

Address: 2475 Meadowbrook Parkway  
City, State Duluth, GA 30096

Telephone: 770-449-9100

E-mail: [bschom@soscanhelp.com](mailto:bschom@soscanhelp.com)

Contact: Bernie Schom  
Vice President Sales

**W I T N E S S E T H**

WHEREAS, Fulton County ("County") entered into a Contract with Standard Office Systems of Atlanta Inc., to provide leasing services for Digital Multi-functional Devices and Support Services ("MFD") to facilitate County business needs and requirements, dated February 7, 2024, on behalf of the Department of Information Technology; and

WHEREAS, the County wishes to amend the existing contract to increase the spending authority in the amount of \$404,097.64 for Print Services through this contract to allow printing, faxing, and copying capabilities for patron-offered services in all Library locations and other Departments/Agencies that offer print services for Fulton County constituents.

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on October 2, 2024 BOC#24-0647.

**NOW, THEREFORE,** the County and the Contractor agree as follows:

This Amendment No. 1 to Form of Contract is effective as of the 2nd day of October 2024, between the County and Standard Office Systems of Atlanta Inc., who agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** The project scope of work includes acquiring a lease and services for Digital Multi-functional Devices (hereafter "MFD") and Support Services, to facilitate County business needs and requirements. Equipment lease and professional services under this contract will include the

installation of new digital multifunctional imaging devices, all consumable supplies (except paper), all normal and emergency repair services, all periodic preventative maintenance, account management to include support staff/professional services, fleet management and all operator training.

2. **COMPENSATION:** The services described under the Scope of Work herein shall be performed by the Contractor for a total amount not to exceed \$404,097.64.
3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 1 TO FORM OF CONTRACT:** Except as modified by this Amendment No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

**[INTENTIONALLY LEFT BLANK]**

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

**FULTON COUNTY, GEORGIA**

Signed by:

*Robert L. Pitts*

Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

ATTEST:

DocuSigned by:

*Tonya R. Grier*

Tonya R. Grier  
Chief County Clerk to the Commission

(Affix County Seal)



APPROVED AS TO FORM:

Signed by:

*Dennal Stewart*

Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:

*Kevin Kerrigan*

Kevin Kerrigan, Chief Information Officer  
Department of Information Technology

CONSULTANT:

**STANDARD OFFICE SYSTEMS  
OF ATLANTA, INC.**

DocuSigned by:

*BERNIE SCHOM*

Bernie Schom  
Vice President Sales

ATTEST:

Secretary/  
Assistant Secretary

(Affix Corporate Seal)

ATTEST:

Signed by:

*Diega Suarez*

Notary Public

County: Gwinnett

Commission Expires: 09/08/2026

(Affix Notary Seal)



Signed by:

ITEM#: <u>24-0647</u> RCS: <u>10/2/2024</u>	ITEM#: _____ RM: _____
FIRST REGULAR MEETING	SECOND REGULAR MEETING



# Fulton County

## Legislation Details

**File #:** 24-0647      **Version:** 1      **Name:**  
**Type:** CM Action Item - Open & Responsible Government      **Status:** Passed  
**File created:** 7/3/2024      **In control:** Board of Commissioners  
**On agenda:** 10/2/2024      **Final action:** 10/2/2024  
**Title:** Request approval to amend an existing contract - Fulton County Information Technology Department, 23RFP139160B-EC, Digital Multi-functional Devices and Support Services to increase the spending authority \$404,097.64 with Standard Office Systems of Atlanta, Inc. (Duluth, GA) to include usage costs in the annual contract. Effective upon BOC approval. (APPROVED)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1 Performance Evaluation, 2. Amendment Agreement No.pdf

Date	Ver.	Action By	Action	Result
10/2/2024	1	Board of Commissioners	approve	Pass

**Certificate Of Completion**

Envelope Id: 1BA5B0F288544C8E95FADC4E69DDA88A

Status: Completed

Subject: 23RFP139160B-EC, MFD-SOS- Amendment Agreement No. 1

Parcel ID:

Source Envelope:

Document Pages: 4

Signatures: 6

Envelope Originator:

Certificate Pages: 6

Initials: 0

Elsa D. Castro

AutoNav: Enabled

Stamps: 2

141 Pryor Street

Envelopeld Stamping: Enabled

Purchasing &amp; Contract Compliance, Suite 1168

Time Zone: (UTC-08:00) Pacific Time (US &amp; Canada)

Atlanta, GA 30303

elsa.castro@fultoncountyga.gov

IP Address: 172.56.67.82

**Record Tracking**

Status: Original

Holder: Elsa D. Castro

Location: DocuSign

10/9/2024 9:12:48 AM

elsa.castro@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: DocuSign

**Signer Events****Signature****Timestamp**

BERNIE SCHOM

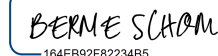
bschom@soscanhelp.com

Vice President Sales

Standard Office Systems

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

BERNIE SCHOM

164EB92F82234B5...

Sent: 10/9/2024 9:25:13 AM

Viewed: 10/9/2024 9:26:38 AM

Signed: 10/9/2024 9:49:14 AM

Signature Adoption: Pre-selected Style

Using IP Address: 50.236.218.173

**Electronic Record and Signature Disclosure:**

Accepted: 10/9/2024 9:26:38 AM

ID: 8a64b979-184d-4058-b29a-5ed735294bce

Diega Juarez

djuarez@soscanhelp.com

Security Level: Email, Account Authentication  
(None)

Signed by:

Diega Juarez

42ADA5794A8B471...



Sent: 10/9/2024 9:49:15 AM

Viewed: 10/9/2024 10:37:06 AM

Signed: 10/9/2024 10:40:06 AM

Signature Adoption: Pre-selected Style

Using IP Address: 50.236.218.173

**Electronic Record and Signature Disclosure:**

Accepted: 10/9/2024 10:37:06 AM

ID: 21734e11-d4f8-4aa2-bc87-d356a3f50d63

Kevin Kerrigan

Kevin.Kerrigan@fultoncountyga.gov

Chief Information Officer

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

Kevin Kerrigan

E03663FAC4B546B...

Sent: 10/9/2024 10:40:10 AM

Resent: 10/12/2024 10:06:53 AM

Viewed: 10/16/2024 9:19:18 AM


Signed: 10/16/2024 9:19:28 AM

Signature Adoption: Pre-selected Style

Using IP Address: 74.174.59.10

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Signer Events	Signature	Timestamp
David Lowman David.Lowman@fultoncountyga.gov Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 74.174.59.4	Sent: 10/16/2024 9:19:31 AM Viewed: 10/16/2024 9:20:26 AM Signed: 10/16/2024 9:21:32 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 10/16/2024 9:20:26 AM ID: 83645c8c-803b-4757-b3ec-ee6c5c0212a5		
Denval Stewart denval.stewart@fultoncountyga.gov Security Level: Email, Account Authentication (None)	<div>Signed by:  8B574564AFF0466...</div> Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 10/16/2024 9:21:34 AM Resent: 10/17/2024 10:46:38 AM Resent: 10/18/2024 12:13:31 PM Viewed: 10/18/2024 12:47:35 PM Signed: 10/18/2024 1:19:51 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 68.208.197.4	Sent: 10/18/2024 1:19:53 PM Viewed: 10/21/2024 8:59:37 AM Signed: 10/21/2024 9:00:54 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 11/27/2017 10:39:37 AM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8		
Robert L. Pitts harriet.thomas@fultoncountyga.gov Chairman Security Level: Email, Account Authentication (None)	<div>Signed by:  14E1B4AA5F6A44A...</div> Signature Adoption: Pre-selected Style Using IP Address: 166.137.19.41 Signed using mobile	Sent: 10/21/2024 9:00:57 AM Viewed: 10/21/2024 9:02:50 AM Signed: 10/21/2024 9:31:14 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 10/21/2024 9:30:59 AM ID: e2fd3ed5-7380-4eef-add1-38d45ef6c31d		
Tonya R. Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  EEC476C4837648D...</div> 	Sent: 10/21/2024 9:31:18 AM Viewed: 10/21/2024 9:32:58 AM Signed: 10/21/2024 9:39:44 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 3/16/2018 7:54:59 AM ID: f3f241e8-3027-4447-9476-6cf20ae25dd4	Signature Adoption: Pre-selected Style Using IP Address: 99.96.24.191 Signed using mobile	

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
Dian DeVaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/21/2024 9:39:47 AM Viewed: 10/21/2024 9:48:44 AM
Chiquita Barnswell Chiquita.Barnswell@fultoncountyga.gov Information Technology Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/21/2024 9:39:50 AM
Ben Bramlett bbramlett@soscanhelp.com General Sales Manager Standard Office Systems Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/21/2024 9:39:52 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	10/9/2024 9:25:13 AM
Certified Delivered	Security Checked	10/21/2024 9:32:58 AM
Signing Complete	Security Checked	10/21/2024 9:39:44 AM
Completed	Security Checked	10/21/2024 9:39:52 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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To contact us by email send messages to: [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov)

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- ii. send us an e-mail to [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov) and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
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