



Date: June 11, 2021

To: Nelson Sadang
El Dorado County Sheriff's Office
200 Industrial Drive
Placerville, CA 95672

From: Carol Jackson
Director of Implementation
Sun Ridge Systems, Inc.
P.O. Box 5071
El Dorado Hills, CA 95762

Regarding: **Contract Change Order #1-** Reference Software and Services Agreement dated December 15, 2020.

Change Order #1 Detail:

This change order **adds** the following items to the scope of the contract and **increases** the contract amount as follows:

Add the conversion of attachments for Records Cases (or Officer Case) as defined below.

RMS Officer Case attachments to convert:

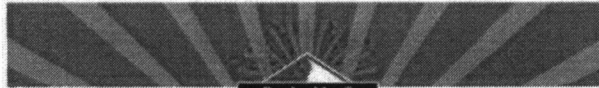
- .mp3
- .wav (wave)
- .wma
- .pdf
- .jpg.

.aac and .dvf files will not be converted.

Add the conversion of Jail Incidents and associated attachments as defined below.

Jail Incidents consisting of the following fields. These fields can only be converted if they are in the TracNet database. This conversion scope does not include extraction of these elements from a .doc or other non-database file type.

- Incident Type
- Report Date
- Reported Time
- Reporting Officer
- Involved Inmate Names



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- Disciplinary Actions
- Narrative
- **Comments**

Jail Incident attachments to convert:

- .pdf

Jail Booking Images (Person Images):

- .jpg

Jail Incidents consisting of the following fields. These fields can only be converted if they are in the TracNet database. This conversion scope does not include extraction of these elements from a .doc or other non-database file type.

- Incident Type
- Report Date
- Reported Time
- Reporting Officer
- Involved Inmate Names
- Disciplinary Actions

Jail Incident attachments to convert:

- .doc (Narratives/Supps)
- .mp3
- .wav (wave)
- .wma
- .pdf
- .jpg (not embedded in other files)

ECISO staff can use existing query tools in InCustody to generate the "Step Up Initiative" report.

Notes:

1. Images and/or digital media embedded in any Microsoft Word document cannot be converted.
2. Your RIMS server will have connectivity to the server/drive/path where these files are stored.
3. There is a link table or other obvious way to readily associate the attachment files with the respective case, person or Jail Incident.



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Net Change: Change Order #1:

\$18,500

Change Credit/Payment Adjustments:

Milestone	Invoice/Credit Memo #	Amount
Contract Signing	6421	\$293,593.81
Software Installation Complete	TBD	\$293,593.81
Training Complete	TBD	\$293,593.81
Final Acceptance	TBD	\$293,593.81
Change Order #1	TBD	\$18,500.00

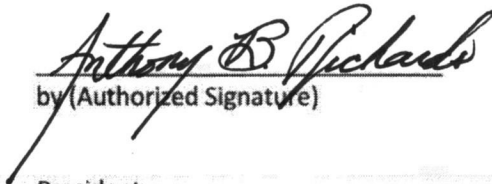
Change Order - Change to Project Schedule:

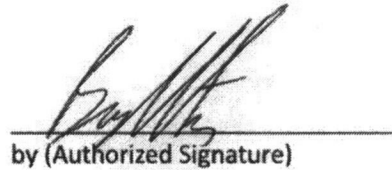
Sun Ridge will advise the EDCSO if it is determined that completion of this additional conversion scope cannot be accomplished within the current project schedule. EDCSO will then advise whether Sun Ridge is to suspend conversion efforts (and pay Sun Ridge for costs incurred to that date) or continue with the conversion and reschedule the remainder of your project.

This Agreement has been executed by the parties hereto.

Sun Ridge Systems, Inc.

El Dorado County Sheriff's Office


by (Authorized Signature)


by (Authorized Signature)

President
Title

UNDERSHERIFF
Title

Anthony B. Richards
Typed Name of Signee

BRYAN GOLMITZ
Typed Name of Signee