

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

CONTRACT AMENDMENT

TO: IMAGE TREND, INC.	ORIGINAL DATE ISSUED:	FEBRUARY 14, 2020
20855 KENSINGTON BLVD	CONTRACT NO:	20-753-EP
LAKEVILLE, MN 55044	CONTRACT TITLE:	FIRE RECORDS MANAGEMENT SYSTEM (FRMS) IMPLEMENTATION
	AMENDMENT NO.:	2

THIS IS A NOTICE OF RENEWAL AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

The contract documents consist of the terms and conditions of AGREEMENT No.20-753-EP including any attachments or amendments thereto.

EFFECTIVE DATE: JANUARY 2, 2021

EXPIRES: JANUARY 1, 2022

RENEWALS: THIS IS THE SECOND YEAR RENEWAL OF A POSSIBLE FIVE-YEAR CONTRACT.

COMMODITY CODE(S): 91844

ATTACHMENT:

Amendment No. 2

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: MATT RYE

VENDOR TEL. NO.:

(402) 770-6413

EMAIL ADDRESS: mrye@imagetrend.com

COUNTY CONTACT: ANNE MARSH (FIRE AND PUBLIC SAFETY)

COUNTY TEL. NO.:

(703) 228-7034

COUNTY CONTACT EMAIL: AMARSH1@ARLINGTONVA.US

PURCHASING DIVISION AUTHORIZATION

SY GEZACHEW

Title PROCUREMENT OFFICER

Date

September 27, 2021

ARLINGTON COUNTY, VIRGINIA

**AGREEMENT NO. 20-753-EP
AMENDMENT NUMBER 2**

This **Amendment Number 2** is made on 9/27/2021 by the County and amends Agreement Number 20-753-EP (“Main Agreement”) dated February 14, 2020 between **Image Trend, Inc.** (“Contractor”) and the **County Board of Arlington County, Virginia** (“County”).

The County and the Contractor agree to amend the main contract as follows:

1. ADD THE FOLLOWING SCOPE OF SERVICES

Provide telehealth services via a secure HIPPA compliant voice and video connection at no cost to the County through December 31, 2024. ImageTrend’s Telehealth module allows EMS crews to initiate video calls directly from within their Elite EMS or Community Health run forms with another provider for patient consultation using secure voice and video channels. This includes a connection from Elite site to ImageTrend’s Telehealth Portal, where administrators can setup their providers and teams and answer calls directly from EMS crews on scene.

This will require two new solutions to be incorporated into the existing portfolio of ImageTrend modules and features:

a. Technology Solutions to support ET3

- i. ImageTrend Telehealth module for Elite EMS
- ii. ImageTrend Telehealth Portal

b. ET3 Technology Solutions Requirements

- i. The Contractor shall provide all necessary support for configuration and implementation of the ImageTrend Telehealth module for Elite EMS no later than October 31st, 2021. This shall include configuration, testing and approval by the County Project Officer of the connection to the ImageTrend Telehealth Portal.
- ii. Contractor shall provide two (2), 1-hour train the trainer sessions during Contractors normal business hours.

c. Project Schedule

- i. Project Kick-Off, Requirements Validation & Go-Live Configuration
 - a) The County and the Contractor shall provide any preliminary documentation, including requests for information, points of clarification, requirements elaboration, or other inquiries regarding the scope of work, prior to but no later than the Kick-Off meeting:
 - b) Any and all preliminary documentation must be sent, received, reviewed and returned by each party within 5 business days of execution for this amendment agreement.

- c) The Kick-Off meeting shall take place no later than 10 business days from execution this amendment agreement, and shall include review of all preliminary documentation, and mutual agreement by both parties on the Go-Live Configuration, as elaborated and agreed to by both parties based on the SOW and any material issues identified in preliminary documentation.
- d) Both parties shall have 15 business days from the Kick-Off meeting to complete any necessary work to meet the Go-Live Configuration Requirements.

d. System Testing, Training & Remediation

- i. System Testing, Training & Remediation of any bugs, defects on non-compliance issues with the Go-Live Configuration shall be completed no later than 50 business days from execution of the agreement. System Testing shall include functional testing of all software and services included within the scope of services, as well as integration testing of functionality and data flow in relation to the existing ImageTrend solution.
- ii. Training shall include Provision by the Contractor of manuals detailing use of the System as defined by the Go-Live Configuration. Contractor will provide trainings to identified County personnel for all software provided on the Go-Live Configuration.
- iii. All issues or defects identified that fail to conform to the Go-Live Configuration shall be documented and tracked by the Contractor in an issue log to ensure remediation prior to System Acceptance.
- iv. All items found and mutually agreed by both parties to be Change Requests shall have a level of effort (LOE) assessed by the Contractor. Change Requests will not be included within scope of the Go-Live Configuration and shall be governed by the change request processes identified within Contract 20-753.

e. System Acceptance

- i. System shall be deemed accepted upon review & acknowledgement by the County Project officer that the solution conforms with the Go-Live Configuration, all training has been received by identified County personnel, and all testing is complete without any further remediation required.

f. Data Portability upon Contract Expiration

The licensed Software must be capable of creating a digital, reusable copy of County data, in whole and in parts, as a platform independent and machine-readable file that maintains the integrity of all County data in accordance with any database structure, database schema, data model or entity relationships associated with storage and transactions using County data within scope of this agreement.

Such file formats include, but are not limited to, plain text files such as comma-delimited tables, extensible markup language, and javascript object notation. County data, which is stored in binary formats, including but not limited to portable document format, JPEG, and portable network graphics files, shall instead be reproducible in the same format in which it was loaded into the Licensed Software.

This reusable copy must be made available in a publicly documented and non-proprietary format, with a clearly defined data structure and a data dictionary for all terms of art contained in the data for telehealth data that is captured in the ImageTrend Elite ePCR software. For purposes of this section, non-proprietary formats include formats for which royalty-free codecs are available to end-users.

All telehealth data that is available will be within the ImageTrend Elite ePCR software and can be extracted at any time using such means as the Report Writer module.

2. ADD COVID-19 VACCINATION POLICY FOR CONTRACTORS

46. COVID-19 VACCINATION POLICY FOR CONTRACTORS

Due to the ongoing COVID-19 pandemic, the County has taken various steps to protect the welfare, health, safety, and comfort of the workforce and public at large. As part of these steps, the County has implemented various requirements with respect to health and safety including policies with respect to social distancing, the use of face-coverings and vaccine mandates. To protect the County’s workforce and the public at large, all employees and subcontractors of the Contractor who are assigned to this Contract, must be fully vaccinated against COVID-19. Any contractor employee or subcontractor who is not fully vaccinated should be following a weekly testing protocol as established by the Contractor.

All other terms and conditions of the Main Agreement remain in effect.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON

IMAGE TREND INC.

COUNTY, VIRGINIA

AUTHORIZED: DocuSigned by:
SIGNATURE: *Sy Gezachew*
27FC198F4A6D475...
NAME: SY GEZACHEW

AUTHORIZED: DocuSigned by:
SIGNATURE: *Joseph T Graw*
88A8806ECCF1437...
NAME: Joseph T Graw

TITLE: PROCUREMENT OFFICER

TITLE: President/COO

DATE: 9/27/2021

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