

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** 9/9/24

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Agreement with Granicus Inc for the Renewal and Purchase of Hardware, Software, and Maintenance Services for An Amount Up To \$887,073.92, for the Period from October 5, 2024 through October 4, 2027, in Accordance with Section 38.41(C)(11(A) of the Procurement Code. (Other Contractual Services Not Subject to Competitive Procurement Requirements)

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Information Technology
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – Section 38.41(C)(11(A) - Other Contractual Services Not Subject to Competitive Procurement Requirements
- 4) Term of Contract:
 - a) initial – October 5, 2024 through October 4, 2027
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – the total expenditure request over a three year period includes \$806,430.82 for the renewal of annual subscriptions and services along with a 10% contingency amount of \$80,643.10, to be used on an as needed basis, for a total expenditure request of \$887,073.92
- 6) Termination Rights – City’s standard provision.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – hardware, software, and maintenance services to support and augment existing City systems.
- 9) Other Significant Provisions: n/a

cc: George R. Keller, Jr. CPPT, City Manager