

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** September 2, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Purchase Order with Champion Solutions Group for the purchase of VMware, servers and related equipment for the City's virtual server platform computer system

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Information Technology
 - 2) Type of Agreement – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid Number F-4424-14-JE
 - 4) Term of Contract
 - a) initial – one time purchase
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In an amount not to exceed \$171,107.32
 - 6) Termination rights – Terminate with or without cause
 - 7) Indemnity/Insurance Requirements – Contractors shall comply with applicable City requirements.
 - 8) Scope of Services – Champion will provide City with Computer VMware, Servers and related equipment for the City's virtual server platform.
 - 9) Other significant provisions – Yes
- cc: Cathy Swanson-Rivenbark, City Manager