

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 8, 2019  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Agreements with Kronos Incorporated and Kronos SaaS, Inc. for Purchase of Workforce Telestaff Subscription, Implementation and IVR Services and Software as a Service

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I have reviewed the above referenced Agreement, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Information Technology
  - 2) Type of Agreement – Order Form issued pursuant to Master Agreement
  - 3) Method of Procurement (RFP, bid, etc.) – Piggyback
  - 4) Term of Contract:
    - a) initial – 3 years for the agreement with Kronos SaaS. 1 year for the agreement with Kronos Incorporated.
    - b) renewals (if any) – An unlimited number of automatic 1-year renewals of the agreement with Kronos SaaS. An unlimited number of automatic 1-month renewals of the agreement with Kronos Incorporated.
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – It is expected that these agreements will remain in effect for at least 5 years, and the estimated cost for 5 years is \$400,000.
  - 6) Termination Rights – Either party can terminate the agreement with Kronos SaaS for convenience by giving 60 days' notice. However, the effective date of any such termination by Kronos SaaS would be the end of the then current term of the agreement. Either party can terminate the agreement with Kronos Incorporated for convenience – the City by giving 30 days' notice and the Vendor by giving 120 days' notice.
  - 7) Indemnity/Insurance Requirements – The agreement with Kronos SaaS requires each party to indemnify the other.
  - 8) Scope of Services – Workforce telestaff subscription, implementation and IVR services and software as a service
  - 9) Other Significant Provisions: None
- cc: Dr. Wazir Ishmael, City Manager