

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 25, 2017  
**FROM:** Alan Fallik, Acting City Attorney  
**SUBJECT:** Proposed Agreement with United Data Technologies

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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 – Information Technology
  - 2) Type of Agreement – Contract
  - 3) Method of Procurement (RFP, bid, etc.) – RFP-4556-17-JE
  - 4) Term of Contract
    - a) initial – One time upgrade
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – \$65,967.30
  - 6) Termination Rights – City may terminate with or without cause upon thirty (30) days written notice to Contractor.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall assess and upgrade the UC platform with all associated components to the most current stable version, which is supported by Cisco.
  - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager