

TO: Mayor and Commissioners DATE: June 10, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Agreement with Northwind Ventures, Inc. for Purchase and Maintenance of Software

- 1) Department/Division involved – Information Technology
- 2) Type of Agreement – Purchase and maintenance of software
- 3) Method of Procurement (RFP, bid, etc.) – “Piggyback” exemption
- 4) Term of Contract:
 - a) initial – The City is purchasing maintenance for one year.
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – \$95,000 (est.)
- 6) Termination Rights – City can terminate without cause by giving 30 days’ notice.
- 7) Indemnity/Insurance Requirements – None.
- 8) Scope of Services – Vendor will sell software to City and maintain the software for one year.
- 9) Other Significant Provisions: None.

cc: Dr. Wazir Ishmael, City Manager