

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 11, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Agreement with SHI International Corp. for Purchase of Network Equipment, Software, Professional Services, and 5 yrs. of Maintenance

I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Information Technology
- 2) Type of Agreement – Participating Addendum to Master Agreement procured by State of Arizona as lead agency for NASPO (National Association of State Procurement Officials)
- 3) Method of Procurement (RFP, bid, etc.) – “Piggyback” exemption
- 4) Term of Contract
 - a) initial – 5 yrs. of maintenance
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – \$340,000.00 (est.).
- 6) Termination rights – City can terminate without cause effective immediately.
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Vendor will sell to City network equipment, software, professional services, and five years of maintenance.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

cc: Wazir A. Ishmael, Ph.D., City Manager