

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** October 29, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Amendment to the existing AST Master Service Agreement and related ordering documents for the Oracle Enterprise Resource Planning Software in order to purchase an Oracle Community Development Suite Software for the Building Division.

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Development Services/Building Division
 - 2) Type of Agreement – Amendment to AST master agreement (previously approved by Resolution No. R-2017-265).
 - 3) Method of Procurement (RFP, bid, etc.) – Originally procurement was based upon RFP-4542-17-PB. The additional purchase is a **best interest. Section 38.40(C)(8) of the Purchasing Ordinance requires a 5/7ths vote.**
 - 4) Term of Contract:
 - a) initial – one year
 - b) renewals – yes, nine additional one year periods.
 - c) who exercises option to renew – mutual.
 - 5) Contract Amount: Initial amount is \$559,975.00.
 - 6) Termination Rights – yes, in accordance with the master agreement terms and conditions.
 - 7) Indemnity/Insurance Requirements – Yes.
 - 8) Scope of Services: Oracle Enterprise will provide its Community Development Suite software for utilization by the City's Building Division.
 - 9) Other Significant Provisions: none
- cc: Dr. Wazir Ishmael, City Manager