

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** May 17, 2021

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed First Renewal of the Amendment to the existing AST Master Service Agreement for the Oracle Community Development Suite Software for the Building Division and First Amendment to the Amendment regarding revisions to payment schedule and performance period for the project.

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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 – Original Amendment to AST master agreement (previously approved by Resolution No. R-2017-265, and the Amendment was approved by Resolution No. R-2020-024). **The proposed First Amendment to the Amendment is to replace the current Exhibit “C” with a new Exhibit “C” and Additional Attachments to the new Exhibit “C”.**
- 3) Method of Procurement (RFP, bid, etc.) – Originally procurement was based upon RFP-4542-17-PB. The additional purchase was a best interest. **This renewal is in accordance with Section 38.40(C)(1) of the Procurement Code.**
- 4) Term of Contract:
  - a) initial – five years for this purchase
  - b) renewals – yes, additional five year term. **The Amendment provided for an initial one year term with an option to renew for nine additional one year renewal periods. This is the first renewal.**
  - c) who exercises option to renew – mutual.
- 5) Contract Amount: Renewal cost is \$744,775.00. **The proposed First Amendment has a new Exhibit “C” reflecting revisions to the payment schedule as well as an Additional Attachment to Exhibit “C” reflecting the new performance periods for the project.**
- 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: n/a
- cc: Dr. Wazir Ishmael, City Manager