



Amendment No. 2
to
Contract No. 5600 NS16000016
for
Hosting Agreement (Subscription and Hosting for SIRE)
between
Hyland Software, Inc.
and the
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be June 22, 2017 through December 21, 2017. Two (12-Month) options will remain.
- 2.0 The total contract amount is increased by \$11,034.00 by this extension period. The total contract authorization is recapped below:


Action	Action Amount	Total Contract Amount
Initial Term: 12/22/2015 – 12/21/2016	\$22,068.00	\$22,068.00
Amendment No. 1: Option 1 – Extension 12/21/2016 – 06/21/2017	\$11,034.00	\$33,102.00
Amendment No. 2: Option 2 – Extension 06/22/2017 – 12/21/2017	\$11,034.00	\$44,136.00

- 3.0 MBE/WBE goals do not apply to this contract.
- 4.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

DocuSigned by:
 Sign/Date: Noreen B. Kilbane May 19, 2017
B716F235DE5A424
 Printed Name: Noreen B. Kilbane
 Authorized Representative
 SVP, Administration
 Hyland Software, Inc.
 2211 West 2300 South
 West Valley City, UT 84119

Sign/Date: Bartley Tyler 5/22/17
 Printed Name: Bartley Tyler
 Authorized Representative
 City of Austin
 Purchasing Office
 124 W. 8th Street, Ste. 310
 Austin, Texas 78701

^{ds}

 May 19, 2017



Amendment No. 1
to
Contract No. 5600 NS160000016
for
Hosting Agreement (Subscription and Hosting for SIRE)
between
Hyland Software, Inc.
and the
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be December 22, 2016 through June 21, 2017. One (6- Month) option and Two (12-Month) options will remain.
- 2.0 The total contract amount is increased by \$11,034.00 by this extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 12/22/2015 – 12/21/2016	\$22,068.00	\$22,068.00
Amendment No. 1: Option 1 – Extension 12/21/2016 – 06/21/2017	\$11,034.00	\$33,102.00

- 3.0 MBE/WBE goals do not apply to this contract.
- 4.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

DocuSigned by:
 Sign/Date: Noreen B. Killbane
 B716F235DE5A424
 Printed Name: Noreen B. Killbane
 Authorized Representative
 December 2, 2016

Sign/Date: Bartley Tyler 12/5/16
 Printed Name: Bartley Tyler
 Authorized Representative

Hyland Software, Inc.
2211 West 2300 South
West Valley City, UT 84119

City of Austin
Purchasing Office
124 W. 8th Street, Ste. 310
Austin, Texas 78701

Hyland Legal
 Approved By: [Signature]
 Date: December 2, 2016



Solution Pricing

SIRE Hosting Quote

Quote Type	SIRE
Date Created	08/11/15
Vendor Contact	Rachel Brubaker
Vendor Phone	216-319-6366
Vendor Email	Rachel.brubaker@onbase.com

HSI #	14456
Account Name	City of Austin
Account Address	301 W. 2 nd Street Austin, Texas 78701

Product Name	Module Code	Unit Price	Qty	Total Module Price
SIRE Agenda Plus- Hosted per month/year (56-115 licenses)	SIRE-AP-HOST4	\$20,880.00	1	\$20,880.00
SIRE Agenda To Go- Enterprise Hosted	SIRE-AGTOGO-ENTHOST	\$1,188.00	1	\$1,188.00

*Hosting fees for 11/11/15-11/10/16

Quote Summary

Hosting Total	\$22,068.00
Quote Total	\$22,068.00

Optional Contract Extensions:

Option #1: Term 11/11/16 – 11/10/17				
Product Name	Module Code	Unit Price	Qty	Total Module Price
SIRE Agenda Plus- Hosted per month/year (56-115 licenses)	SIRE-AP-HOST4	\$20,880.00	1	\$20,880.00
SIRE Agenda To Go- Enterprise Hosted	SIRE-AGTOGO-ENTHOST	\$1,188.00	1	\$1,188.00
Quote Total				\$22,068.00

Option #2: Term 11/11/17 – 11/10/18				
Product Name	Module Code	Unit Price	Qty	Total Module Price
SIRE Agenda Plus- Hosted per month/year (56-115 licenses)	SIRE-AP-HOST4	\$20,880.00	1	\$20,880.00
SIRE Agenda To Go- Enterprise Hosted	SIRE-AGTOGO-ENTHOST	\$1,188.00	1	\$1,188.00
Quote Total				\$22,068.00

Option #3: Term 11/11/18 – 11/10/19				
Product Name	Module Code	Unit Price	Qty	Total Module Price
SIRE Agenda Plus- Hosted per month/year (56-115 licenses)	SIRE-AP-HOST4	\$20,880.00	1	\$20,880.00
SIRE Agenda To Go- Enterprise Hosted	SIRE-AGTOGO-ENTHOST	\$1,188.00	1	\$1,188.00
Quote Total				\$22,068.00



City of Austin FSD Purchasing Office

Certificate of Exemption

DATE: 08/10/2015

DEPT: Management Services

TO: Purchasing Officer or Designee

FROM: Leander Davila, Agenda Operations Manager

BUYER: Elisa Folco

PHONE: (512) 974-2306

Chapter 252 of the Local Government Code requires that municipalities comply with the procedures established for competitive sealed bids or proposals before entering into a contract requiring an expenditure of \$50,000 or more, unless the expenditure falls within an exemption listed in Section 252.022.

Senate Bill 7 amended Chapter 252 of the Local Government Code to exempt from the requirements of such Chapter expenditures made by a municipally owned electric utility for any purchases made by the municipally owned electric utility in accordance with procurement procedures adopted by a resolution of its governing body that sets out the public purpose to be achieved by those procedures. The Austin City Council has adopted Resolution No. 040610-02 to establish circumstances which could give rise to a finding of critical business need for Austin Energy.

This Certification of Exemption is executed and filed with the Purchasing Office as follows:

1. The undersigned is authorized to submit this certification.
2. The undersigned certifies that the following exemption is applicable to this purchase. (Please check which exemption you are certifying)

- a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality
- a procurement necessary to preserve or protect the public health or safety of municipality's residents
- a procurement necessary because of unforeseen damage to public machinery, equipment, or other property
- a procurement for personal, professional, or planning services
- a procurement for work that is performed and paid for by the day as the work progresses
- a purchase of land or right-of-way
- a procurement of items available from only one source, including: items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies; films, manuscripts, or books; gas, water, and other utility services; captive replacement parts or components for

- equipment; books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits
- a purchase of rare books, papers, and other library materials for a public library
- paving, drainage, street widening and other public improvements, or related matters, if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements
- a public improvement project, already in progress, authorized by voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes as authorized by the voters

- a payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter 212
- personal property sold: at an auction by a state licensed auctioneer; at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code; by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or under an interlocal contract for
 - cooperative purchasing administered by a regional planning commission established under Chapter 391
 - services performed by blind or severely disabled persons
 - goods purchased by a municipality for subsequent retail sale by the municipality
 - electricity
 - advertising, other than legal notices
 - Critical Business Need (Austin Energy Only)

3. The following facts as detailed below support an exemption according to Section 252.022 of the Local Government Code for this purchase. Please verify the steps taken to confirm these facts. If you are citing the following exemptions, please provide the additional information requested below. A more detailed explanation of these exemptions is attached.

- **Preserve and Protect the Public Health and Safety** – Describe how this purchase will preserve and protect the public safety of residents.
- **Sole Source** – Describe what patents, copyrights, secret processes, or natural monopolies exist. Attach a letter from vendor supporting the sole source. The letter must be on company letterhead and be signed by an authorized person in company management.
- **Personal Services** – Describe those services to be performed personally by the individual contracted to perform them.
- **Professional Services** – Describe what mainly mental or intellectual rather than physical or manual and/or disciplines requiring special knowledge or attainment and a high order of learning, skill, and intelligence are required to perform this service.
- **Planning Services** – Describe the services primarily intended to guide governmental policy to ensure the orderly and coordinated development of the state or of municipal, county, metropolitan, or regional land areas.
- **Critical Business Need** – Describe the procurement necessary to protect the competitive interests or position of Austin Energy.

The agenda management software (SIRE) is managed by Hyland Software. This software is crucial to the legislative process for the City of Austin and is used on a daily basis. The contract is slated to expire in November of 2015. An RFI was submitted earlier in 2015 to identify possible vendors in the agenda management field. However, the department has yet to formalize an RFP. Extending the contract will allow the City to continue managing the legislative process and allow staff time to complete an RFP. The current software is meeting the City's needs as it performs services to support the new council geographic representation model.

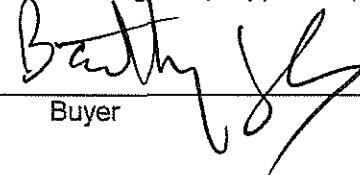

4. Please attach any documentation that supports this exemption.
5. Please provide any evaluation conducted to support the recommendation. Include the efforts taken to ensure the selected vendor is responsible and will provide the best value to the City (Ex: evaluation of other firms, knowledge of market, etc).

Currently, the software meets the current and changing needs of the City as it manages a new form of council government (geographic representation). There are currently over 220 users throughout the City that utilize this system on a day-to-day basis. Application of similar software from other vendors would require training of City users and staff. Historically, the training process has lasted anywhere between 4-8 months and would extremely disruptive to the current legislative process. The legislative process is an intricate process that requires knowledgeable users to supply comprehensive council agenda related agenda items in a timely manner.

6. Because the above facts and documentation support the requested exemption, the City of Austin intends to contract with Hyland Software which will cost approximately \$ 22,068.00 (Provide estimate and/or breakdown of cost).

Recommended Certification
 8/14/15
 Originator Date

Approved Certification
 Department Director or designee Date
 8/14/15
 Assistant City Manager / General Manager Date
 or designee (if applicable)

Purchasing Review (if applicable)
 1/15/16  1/15/16
 Buyer Date Manager Initials

Exemption Authorized (if applicable)
 Purchasing Officer or designee Date

02/26/2013



Solution Pricing

SIRE Hosting Quote

Quote Type	SIRE
Date Created	08/11/15
Vendor Contact	Rachel Brubaker
Vendor Phone	216-319-6366
Vendor Email	Rachel.brubaker@onbase.com

HSI #	14456
Account Name	City of Austin
Account Address	301 W. 2 nd Street Austin, Texas 78701

Product Name	Module Code	Unit Price	Qty	Total Module Price
SIRE Agenda Plus- Hosted per month/year (56-115 licenses)	SIRE-AP-HOST4	\$20,880.00	1	\$20,880.00
SIRE Agenda To Go- Enterprise Hosted	SIRE-AGTOGO-ENTHOST	\$1,188.00	1	\$1,188.00

*Hosting fees for 11/11/15-11/10/16

Quote Summary	
Hosting Total	\$22,068.00
Quote Total	\$22,068.00