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# Purchasing Summary

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| **EVENT #**4654 | **TITLE:** CemSites License Renewal and Maintenance Agreement | **COST:** $30,661.25 |
| **TYPE OF PROCUREMENT:** Sole Source | **ANNUAL CONTRACT** ☐<br>**ANNUAL MAINTENANCE AGREEMENT** ☒ | **ONE TIME PURCHASE** ☐ |

**CONTRACT TERM (IF APPLICABLE)**
Contract term expires December 31, 2020

**S/DBE**
N/A

**MATRIX (IF APPLICABLE)**
N/A

## NOTES

Recommend approval to renew an annual licensing and maintenance agreement for cloud software with Site Industries, LLC doing business as CemSites, in the amount of $30,661.25.

The Information Technology Department uses this cloud software to support the Cemeteries Division. This software provides interactive mapping and inventory management, and safeguards vital cemetery records by providing digital backup. The system also offers a mobile application that provides the public with a user-friendly method of locating burial sites and schedules of current interments. The annual licensing agreement includes a website, finance, and a technology bundle that includes up to seven user profiles.

This is a sole source because the City contracts with CemSites to use this software. The license renewal and maintenance agreement are critical for its continued use and are only available from this source. Delivery: As needed. Terms: Net 30 days. The vendor is:

S.S. Site Industries, LLC DBA CemSites (Perryopolis, PA) [(D)] $30,661.25

A pre-proposal conference was not conducted as this is a sole source procurement. (D) indicates non-local, non-DBE owned business. Recommend approval.

Local available: No
Total sent: 1
Total received: 1
Vendor federally debarred/suspended: No