



# City of San Antonio

## Contract Summary Sheet

Date: 6/16/16  
Agenda Item: 16-3122

<b>Name/Title (Caption as shown on agenda):</b> <b>Amendment to Annual Contract for LawLogix Guardian I-9 and E-Verify Licenses 6100004001 TA</b>	
<b>Brief Description of Item(s) and Use:</b> This amendment to City approved Ordinance No. 2014-10-02-0730 passed on October 2, 2014 provides 13 licensed users to access the web based, electronic preparation and maintenance of I-9s. This amendment will allow for continued use of the established contract for the electronic preparation and maintenance of I-9's, for employment verification, which is required by law.  This action will amend the contract with Hyland Software, Inc. dba LawLogix Group, Inc. for an additional value of \$89,400.00 bringing the total contract value to approximately \$243,290.00.  This is a Sole Source award according to the provisions of Texas Statutes Local Government Code 252.022.07. Currently, no other source can provide the required support.	
<b>Total \$:</b>	\$17,880.00 annually; \$243,290.00 contract period
<b>Contract Period:</b>	November 22, 2010 through June 30, 2017 with four, one year renewal options
<b>Method of Procurement:</b>	Amendment to Sole Source
<b>Price Trend:</b>	N/A
<b>Contract Info:</b>	Formal ____ Annual <u><input checked="" type="checkbox"/></u> Support/Maintenance ____ Lease ____
<b>Recommended Contractor(s):</b>	Hyland Software, Inc. dba LawLogix, 28500 Clemens Road, Westlake, OH 44145 (Non-Local)
<b>Previous Contractor(s):</b>	LawLogix Group, Inc., 3111 N. Central Ave Suite A200, Phoenix, AZ 85012
<b>Comments:</b>	N/A
<b>Anticipated Future Requirements and Action:</b>	N/A

<b>Procurement Alternative:</b>	Should this amendment not be approved, the Human Resources Department will lack the necessary access for I-9 employment eligibility verification, which is required by law. In addition, Hyland Software, Inc., dba LawLogix Group, Inc. is the sole source provider of the LawLogix Guardian compliance solution. No other company can offer licensing for the Guardian product, which is already owned by the City of San Antonio.
<b>Using Department (s):</b>	Human Resources