Agreement No.
Agreement Code
Purchase Order No.
Project Estimate
Dept. No.
CIP No.
City Dept.
Attorney's Office
Budgeting/Purchasing

# **DOCUMENT MANAGEMENT AGREEMENT**

Agreement made June 26, 2010, between the City of Sioux Falls, SD (the "City"), and SIRE Technologies, 2211 West 2300 South, West Valley City, UT 84119 (the "Contractor").

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

#### **Section One**

The Contractor shall provide a complete document management system and follow the plan as detailed in RFP 10-0049.

#### **Section Two**

In consideration for its services, the City agrees to pay Contractor \$95,070.40, along with actual travel expenses as detailed in Exhibit A. Contractor agrees to hold the price for annual maintenance for five years. (See the maintenance Agreement which is attached as Exhibit B and made a part of this Agreement). Contractor also agrees to keep the license pricing fixed for five years. (See the software license agreement is attached hereto as Exhibit C and made a part of this Agreement).

The City will pay the Contractor 50 percent of the total upon receipt of the software. An additional 35 percent will be paid upon completion of install and training and the remaining 15 percent shall be paid to the Contractor after 30 days from the "go live" date.

#### **Section Three**

This Agreement shall be a five year agreement and shall commence on July 1, 2010, and terminate on June 30, 2015.

#### **Section Four**

The Contractor shall be subject to the provisions of Chapter 21 1/2 of the Code of Ordinances of the City of Sioux Falls. It is declared to be discrimination for the Contractor, because of race, color, sex, creed, religion, ancestry, national origin, or

disability, to fail or refuse to hire, to discharge an employee, or to accord adverse, unlawful, or unequal treatment to any person or employee with respect to application, hiring, training, apprenticeship, tenure, promotion, upgrading, compensation, layoff, discharge, or any term or condition of employment.

If the Contractor is guilty of discrimination, this Agreement may be terminated in whole or in part by the City and the Contractor shall be liable for any costs or expense incurred by the City in obtaining from other sources the work and services to be rendered or performed or the goods or properties to be furnished or delivered to the City under the Agreement so terminated or canceled.

Should the Sioux Falls Commission on Human Relations in a proceeding brought as provided by the Revised Ordinances of Sioux Falls find that the Contractor has engaged in discrimination in connection with this Agreement and issue a cease and desist order with respect thereto, the City shall withhold up to fifteen percent of the contract price until such time as the commission's order has been complied with or the Contractor has been adjudicated not guilty of such discrimination.

The Contractor will permit access to any and all records pertaining to hiring and employment and to other pertinent data and records for the purpose of enabling the commission, its agencies or representatives, to ascertain compliance with the above provisions.

This section shall be binding on all subcontractors or suppliers.

#### **Section Five**

The Contractor shall secure the insurance specified below. All insurance secured by the Contractor under the provisions of this section shall be issued by insurance companies acceptable to the City. The insurance specified in this section may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance shall be provided to the City upon execution of this Agreement.

- 1. Workers' compensation insurance providing the statutory limits required by South Dakota law. In addition, it shall provide Coverage B, Employer's Liability Coverage, of not less than \$1,000,000 each accident, \$1,000,000 disease—policy limits. The required limit may be met by excess liability (umbrella) coverage.
- 2. Commercial general liability insurance providing occurrence form contractual, personal injury, bodily injury and a property damage liability coverage with limits of at least \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 aggregate products and completed operations. The required limit may include excess liability (umbrella) coverage. The policy shall name the City and its representatives as an additional insured. If "occurrence form" insurance is not available, "claims made" insurance will be acceptable. The policy shall be maintained for three years after completion of this Agreement.

- 3. Automobile liability insurance covering all owned, non-owned, and hired automobiles, trucks, and trailers. The coverage shall be as broad as that found in the standard comprehensive automobile liability policy with limits of not less than \$1,000,000 combined single limit each occurrence. The required limit may include excess liability (umbrella) coverage.
- 4. Professional liability insurance providing occurrence basis coverage for any claim arising from the errors, omissions, failure to render a service, or the negligent rendering of the service by the Contractor in the amount of \$1,000,000 each occurrence and \$1,000,000 annual aggregate. If occurrence form insurance is not available, claims made coverage shall be maintained for two years after final completion of the services. The City does not represent that the above coverages and limits are adequate to protect the Contractor and assumes no responsibility therefor.

The Contractor will provide the City with at least 30 days written notice of an insurer's intent to cancel or not renew any of the insurance coverage. The Contractor agrees to hold the City harmless from any liability, including additional premium due because of the Contractor's failure to maintain the coverage limits required.

The City's approval or acceptance of certificates of insurance does not constitute City assumption of responsibility for the validity of any insurance policies nor does the City represent that the above coverage is adequate to protect any individual/group/business, its consultants' or subcontractors' interests and assumes no liability therefor.

# **Section Six**

If funds are not budgeted or appropriated for any fiscal year for services provided by the terms of this Agreement, this Agreement shall impose no obligation on the City for payment. This Agreement is null and void except as to annual payments herein agreed upon for which funds have been budgeted or appropriated, and no right of action or damage shall accrue to the benefit of the Contractor, its successors, or assignees, for any further payments.

# **Section Seven**

The parties agree that the Contractor operates an independent business and is contracting to do work according to his own methods, without being subject to the control of the City, except as to the product or the result of the work. The relationship between the City and the Contractor shall be that as between an independent contractor and the City and not as an employer-employee relationship. The payment to the Contractor is inclusive of any use, excise, income or any other tax arising out of this Agreement.

#### Section Eight

The funding being provided pursuant to this Agreement is an authorized budget item of the City of Sioux Falls for calendar year 2010. If the financial condition of the City should change during the term of this Agreement to the extent that the City would or might have insufficient yearly revenue to meet all of its budgeted expenditures, this Agreement may be modified and the funding provided for herein reduced by a percentage amount equal to the percentage amount by which the City's 2010 general fund operating budget is negatively impacted by spending restraints implemented at the direction of the City's Mayor. By way of illustration, if the Mayor would issue expenditure restraints reducing actual expenditures under the 2010 general fund operating budget by 15 percent, the funding provided for in this Agreement may also be reduced by 15 percent. Any reduction so imposed shall be at the sole discretion of the City.

#### **Section Nine**

The Contractor agrees to hold the City harmless from all claims or liability including attorneys' fees arising out of the services furnished under this Agreement, and for bodily injury or property damage arising out of services furnished under this Agreement, providing that such claims or liability are the result of an act, error, or omission of the Contractor and/or its employees/agents arising out of the services described in the Agreement.

#### **Section Ten**

The City may, by written notice to the Contractor, terminate this Agreement in whole or in part at any time, either for the City's convenience or because of the failure of the Contractor to fulfill its contract obligations. Upon receipt of notice, the Contractor shall immediately discontinue all services affected, unless the notice directs otherwise.

If the termination is for the convenience of the City, an equitable adjustment in the contract price shall be made, but no amount shall be allowed for anticipated profit or unperformed service.

If the termination is due to the failure of the Contractor to fulfill the contract obligations, the City may take over the work and complete it by contract or otherwise. In such case, the Contractor shall be liable to the City for any excess costs occasioned to the City thereby.

The rights and remedies of the City provided in this section are in addition to any other rights and remedies provided by law or under this Agreement.

# **Section Eleven**

The parties acknowledge that they are entering into this Agreement freely and voluntarily, that they have the opportunity to be represented and advised by counsel in the negotiations resulting in this Agreement, that they have ascertained and weighed all the facts and circumstances likely to influence their judgment, that they have given due consideration to the provisions contained herein, and that they thoroughly understand and consent to all provisions herein.

# **Section Twelve**

This instrument contains the entire Agreement between the parties, and no statement, promises, or inducements made by either party or agent of either party that are not contained in this written contract shall be valid or binding. This contract may not be enlarged, modified, or altered except in writing signed by the parties and endorsed hereon.

# Section Thirteen

This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, assignees, and successors of the respective parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

MAYOR

SIRE Technologies 2211 West 2300 South West Valley City, UT 84119

ATTEST:

FEDERAL TAX ID NO. 87-0508307

AUTICUI)

SD SALES TAX NO. \_\_\_\_\_

# **Exhibit A**



Quote

Document Management & Agenda Automation for State & Local Government

To:

City of Sloux Falls SD

224 West Ninth Street, P.O. Box 7402

Sioux Falls, SD 57117-7402

Phone: 605-367-8836

Date:

June 1, 2010

Expiration Date:

17-Jun-10

Salos Manager:

**Troy Doller** 

OTY	HEM	DESCRIPTION	UNIT PRICE		DIPRICE MAI	ITENANCE
		HARDWARE				
0.00		Server PC: Application Server: Provided by the City.		\$	•	
0.00		Windows Server 2003 or higher		\$	•	
0.00		Server PC: Database Sever:		\$	•	
0.00		Microsoft SQL Server 2000 or higher		\$		
		SUBTOTAL HARDWARE		3	•	

		SCFTWARE				
		SIRE SERVER CORE				
1.00	40050	SIRE Server Core - This is a one time cost for any size customer that provides the PDF, FTR and other needed capabilities. This is required for all cleants. This is a required component for EDMS. Includes the following modules: SIRE Administrator, SIRE File-Center / WebCenter, SIRE OCR / FTR, SIRE Retention Memager, SIRE Office Add-in Module, SIRE Reports (Requires MS SOL), SIRE Web Publishing, and SIRE Workflow.	10,500.00	ŝ	10,500.00	2,100.00
		SIRE EDMS LICENSES				
10.00	40051	SIRE Electronic Document Management Concurrent User License (1 - 26 Licenses) - Allows for users to perform document management functions either through SIRE WebCenber or SIRE FileCenter.	979.00	\$	9,790.00	1,958.00
1.00	40058	SIRE Read-Only - unlimited licenses	13,997.00	\$	13,997.00	2,799.40
10.00	10050	StRE Capture Station (Per Workstation) - Batch scan and index module with bercode recognition capabilities. Single User foenes	2,495.00	*	24,950.00	4,890.00
0.00	10055	SIRE Auto Indusing (Server License) - Allows auto indexing functionality with capture an Auto Indexing sever is required.	5,000.00	\$		
0.00	10064	SIRE Scan to Folder (Per Workstation) - Provides scanning directly into SIRE FleCenter	495.00	\$		
1.00	30050	SIRE eFORMS  SIRE Forms: Allows for the creation, editing and publishing of online forms. This is an enterprise license.  SIRE API LICENSE	5,995.00	\$	5,995.00	1,199.00
		SINE ALI FINEHOR				

0.00	100050	SIRE .NET API - Combines the functionality typically associated with Archival, Query, "Reverse" and Customizing APIs. This allows the user to integrate SIRE with virtually any 3rd party application or detabase for all three levels of integration. There are not limit to the number of queries run with this floance.	12,995.00	:		
		THIRD-PARTY SOFTWARE INTEGRATIONS				
1.00		Software Integration				
1.00			5,000.00	\$	5.000.00	1,000.00
		SIRE E-MAIL ARCHIVING				
0.00	80055	or Pop 3 Erneil Clients - Provides email archiving capabilities for Pop 3 Email systems	3,995.00	\$		•
		SUB-TOTAL SOFT MARE		ş.	70.092 ( ) \$	14 0 16.40
				•		40.94
		250, 3216				
600	400040	SER VICES Project Management (Per Day Cost)				
5.00	120050		1,350.00	-	6.750.00	
3.00	120051	Installation, Implementation, & Testing days ( Par Day Cost)	1,350.00	\$	4,050.00	
2.00	120055	Cabinet Configuration (Per Day Cost)	1,350.00	\$	2,700.00	
2.00	120056	Scenner Setup and Configuration (Per Day Cost)	1,350.00	\$	2,700.00	
0.00	120057	Auto-Indexing Configuration (Per Day Cost)	1,350.00	\$	•	
0.00	120063	Workflow Definition and Configuration (Per Day Cost)	1,350.00	\$	•	
1.00	120050	Acceptance Testing (Per Dey Cost)	1,360.00	\$	1,350.00	
2.00	120058	Webelle Configuration / Customization (Per Day Cost)	1,350.00	•	2,700.00	
0.00	120064	Custom Pinports (per report)	1,000.00	1	•	
5.00	120063	Per 3rd Party Application Integration	1,350.00	\$	6,750.00	
		n				
		SUB-TOTAL SERVICES		:	27,010.00	
		SUB-TOTAL SES, DES		:	47,000	
		SNR-FOTAL SERVICES  CNR-TE TRAINING		ξ	27,010 01	
0.00	130062		1,350.00		27,010 01	
0.00	130062 130068	CNSITE TRAILING SIRE Worldow Administrator Training - Ususily requires 3 days. Cost	1,350.00	\$	. 2,700.00	
2.00	130058	CNSINS YEARNING SIRE Worldow Administrator Training - Usually requires 3 days. Cost per day. SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day. SIRE EDMS End User Training - Usually a 3 hour class for basics and 1	1,350.00	; ;	2,700.00	
		CNSISE TRAILING SIRE Worldlow Administrator Training - Usually requires 3 days. Cost per day. SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training, 1 day training minimum. Cost per day.		; ;	•	
2.00	130058	CNSINS YEARNING SIRE Worldow Administrator Training - Usually requires 3 days. Cost per day. SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day. SIRE EDMS End User Training - Usually a 3 hour class for basics and 1	1,350.00	\$ \$	2,700.00	
2.00	130058 130059	CNSMS TRAILING  SIRE Worldow Administrator Training - Usually requires 3 days. Cost per day.  SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training, 1 day training minimum. Cost per day.  SIRE EDMS End User Training - Usually a 3 hour class for bests and 1 day class for more complete hands-on lealining. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on.	1,350.00 1,360.00	\$ \$ \$	2,700.00 2,700.00	
2.00 2.00 2.00	130058 130059 130061	Charle NG SIRE Worldow Administrator Training - Usually requires 3 days. Cost per day. SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day. SIRE EDMS End User Training - Usually a 3 hour class for bests and 1 day class for more complete hands on lealning. Cost per day. SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day. SIRE Capture Scanner Training - Best done in groups of 1 - 4 people.	1,350.00 1,360.00 1,360.00	\$ \$ \$	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00	130058 130059 130061 130062	Charles Training - Usually requires 3 days Cost per day.  SIRE Worldlow Administrator Training - Usually requires 3 days Cost per day.  SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDMS End User Training - Usually a 3 hour class for basics and 1 day class for more complete hands-on training. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scanner Training - Best done in groups of 1 - 4 people, Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a	1,350.00 1,360.00 1,360.00 1,360.00	\$ \$ \$ \$ \$ \$ \$	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00	130058 130058 130061 130062 130064	Charles I Cantilla C  SIRE Worldlow Administrator Training - Usually requires 3 days. Cost per day.  SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDMS End User Training - Usually a 3 hour class for basics and 1 day class for more complete hands-on training. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scanner Training - Best done in groups of 1 - 4 people. Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a minimum of 1 day. Cost per day.  Creation of Custom Training Documentation - site specific	1,350,00 1,360,00 1,360,00 1,350,00	\$ \$ \$ \$ \$ \$ \$	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00	130058 130058 130061 130062 130064	SIRE Worldlow Administrator Training - Usually requires 3 days. Cost per day.  SIRE EDNS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDNS End User Training - Usually a 3 hour class for basics and 1 day class for nove complete hands-on testining. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scenner Training - Best done in groups of 1 - 4 people, Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a minimum of 1 day. Cost per day.  Creation of Custom Training Documentation - site specific documentation.	1,350,00 1,360,00 1,360,00 1,350,00	\$ \$ \$ \$ \$ \$ \$	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00	130058 130058 130061 130062 130064	SIRE Worldlow Administrator Training - Usually requires 3 days. Cost per day.  SIRE EDNAS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDNAS End User Training - Usually a 3 hour class for basics and 1 day class for nove complete hands-on tesining. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scenner Training - Best done in groups of 1 - 4 people, Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a minimum of 1 day. Cost per day.  Creation of Custom Training Documentation - site specific documentation.	1,350,00 1,360,00 1,360,00 1,350,00	* * * * * * *	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00 0.00	130058 130059 130061 130062 130064 130066	Charles Training - Usually requires 3 days Cost per day.  SIRE Worldlow Administrator Training - Usually requires 3 days Cost per day.  SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDMS End User Training - Usually a 3 hour class for basics and 1 day class for more complete hands-on training. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scanner Training - Best done in groups of 1 - 4 people. Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a minimum of 1 day. Cost per day.  Creation of Custom Training Documentation - site specific documentation.  SIRE FOCUS TRAIN (G-SALTEAKE DITY  SIRE Worldow & Forms - Includes 4 days for Worldow I & II. Includes requirement gathering and some scripting. Cost per person.	1,350.00 1,360.00 1,360.00 1,350.00 1,350.00	* * * * * * *	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00 0.00 0.00	130058 130059 130061 130062 130064 130068	Charlet Inditions  SIRE Worldow Administrator Training - Usually requires 3 days. Cost per day.  SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDMS End User Training - Usually a 3 hour class for bestcs and 1 day class for more complete hands on lealining. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scanner Training - Best done in groups of 1 - 4 people. Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a minimum of 1 day. Cost per day.  Creation of Custom Training Documentation - site specific documentation.  SIRE FOCUS FRAIN TRAINING - SALE FARE SILY.  SIRE Worldow & Forms - Includes 4 days for Worldow I & II. Includes requirement gethering and some scripting. Cost per person.	1,350,00 1,360,00 1,350,00 1,350,00 2,500,00	\$ \$ \$ \$ \$ \$ \$	2,700.00 2,700.00 2,700.00	
2.00 2.00 2.00 2.00 0.00	130058 130059 130061 130062 130064 130066	Charles Training - Usually requires 3 days Cost per day.  SIRE Worldlow Administrator Training - Usually requires 3 days Cost per day.  SIRE EDMS System Administrator Training - Usually requires 2 days. Hands-on training. 1 day training minimum. Cost per day.  SIRE EDMS End User Training - Usually a 3 hour class for basics and 1 day class for more complete hands-on training. Cost per day.  SIRE Forms Administrator Training - Usually requires 2 days hands-on training. Cost per day.  SIRE Capture Scanner Training - Best done in groups of 1 - 4 people. Usually requires 1 day. Cost per day.  SIRE API Training - Usually requires 2 days hands-on training with a minimum of 1 day. Cost per day.  Creation of Custom Training Documentation - site specific documentation.  SIRE FOCUS TRAIN (G-SALTEAKE DITY  SIRE Worldow & Forms - Includes 4 days for Worldow I & II. Includes requirement gathering and some scripting. Cost per person.	1,350.00 1,360.00 1,360.00 1,350.00 1,350.00	\$ \$ \$ \$ \$ \$ \$	2,700.00 2,700.00 2,700.00	

0.00

130076

50.00 \$

	SUB-TOTAL TRAINING	5	19,853.09	
				•
	EXHCUSES*			
.00	Travet Aklere (per trip)	Billed as Actual	Billed as Actual	
0.00	Per Diem: Daily expense for Lodging, Car, meals (per day)	Diffect as Actual	Billed as Actual	
	SI BITOTAL EXPENSES	È		
	COSTOVERVIEW	XXXX 1.00.000 0.00		
	Total Cost for Hardware	*	•	
	Total Cost for Software	•	76.232.00	
	Total Cost for Services	1	27,000.00	
	Total Cost for Training		10,000.00	
	Total Cost for Expenses	•	•	
	GRAND TOTAL	\$	106,032.06	
	PURCHASE INCENTIVE		27,000.00	
	FIRST YEAR MAINTENANCE	\$	14,046.40	
	TOTAL SYSTEM COST	\$	95,070.40	
	ANNUAL MAINTENANCE STARTING YEAR 2		14,048.40	

#### Exhibit B

# SIRE TECHNOLOGIES MAINTENANCE AGREEMENT 2211 West 2300 South West Valley City, UT 84119

This Maintenance Agreement is made by and between SIRE TECHNOLOGIES

# 

# TERMS AND CONDITIONS

CHARGES. The charges for the maintenance described hereunder, are the total of the charges listed above. SIRE TECHNOLOGIES shall invoice the Customer staty days prior to sentiversary date, and she Customer shall pary the aggregate to SIRE TECHNOLOGIES within ten (45) days of the date of each invoice. SIRE TECHNOLOGIES has the right to increase ministenance charges at each anniversary or the effective date, by an amount not exceeding 5 percent of the total maintenance agreement. Written notice of such increase shall be given to the customer not less than thirty (30) days before the analysersary of the effective date, la addition, the Customer shall pity all federal, state, or local taxes on the services rendered or parts supplied.

SERVICE HOURS. When antiware is covered by this agreement, the maintenance agreement provides for national elephone and wave sopport. If the existence requests on site support the eastenner will be bifted at SIRE TECHNOLOGIES established service rates plus expenses. SIRE TECHNOLOGIES shall provide instintenance service as expeditiously as possible after notice from the Customer that the Product is inoperable. Service may be obtained during maintenance content office hours which are 6.00 AM to 6.00 PM dealy (Mountain Standard Titue). Monday through Hiday, excluding public holidays. Service at times other than during maintenance corner hours, shall be furnished upon the Customers request and at SIRE TECHNOLOGIES' established charges for labor and mixed in effect at the time such service is necessarily.

RIGITT TO SUBCONTRACT. SIRE TECHNOLOGIES shall have the right to subcontract maintenance acroices to any qualified agent. The parties agree that SIRE Technologies operates an independent business and is contracting to do work according to his own methods, without being subject to the control of the City, except as to the product or the result of the work. The relationship between the City and SIRE Technologies shall be that as between an independent contractor and the City and not as an employer-employee relationship. The

payment to SIRE Technologies is inclusive of any use, excise, locome or any other use arising out of this Agreement.

SBRVICE NOTIFICATION. The Customer shall ratify SIRE THEHNOLOGIES c suspected Product malfunction, by calling SIRE TECHNOLOGIES acreion and sterrifying the problem and symptoms. Nonlication rasy be made to SIRE THEHNOLOGIES by phone at 801-415-0626 or email: support @ stratechnologies.com

RISK OF LOSS. This Agreement does not cover service, and menunce or repair necessitated by loss or damage resulting from any cause beyond the control of SIRIS TECHNOLOGIES, including, but not limited to loss or damage due to fire, water, lightning, earthquake, riot, unauthorized service or modifications, theft, or any other cause originating outside the Product. With respect to any loss or damage, SIRE TECHNOLOGIES shall submit to the Castomer a description of the work to be done and request the Oustomer's consent to restore the Product to normal operating condition at SIRH TECHNOLOGIES rates. If the Customer does not agree to sestore Product to normal operating condition, SIRE TEXHNOLOGIES shall have the right to terminate its obligations under this Agreement, SIRE Technologies, shall be subject to the provisions of Chapter 21 1/2 of the Code of Ordinances of the City of Sioux Falls. It is declared to be discrimination for the SIRE Technologics, bucause of race, color, sex, creed, religion, ancestry, national origin, or distability, to fail or refuse to hire, to discharge an employee, or to accord adverse, unlawful, or irrequal treatment to any person or employee with respect to application, hiring, training, apprenticeship, tenure, promotion, apprading, compensation, layoff, discharge, or any term or condition of employment. If the SIRE Technologies is guilty of discrimination, this Agreement may be terminated in whole or in part by the City and the SIRE Technologies shall be liable for any costs or expense incurred by the City in obtaining from other sources the work and services to be rendered or performed or the goods or properties to be furnished or delivered to the City under the Agreement to terminated or canceled. Should the Sloux Falls Com Human Relations in a proceeding brought as provided by the Revised Ordinances of Sioux Palls find that the SIRE Technologies has engaged in discrimination in connection with this Agreement and issue a cease and de order with respect shoreso, the City shall withhold up to fishern purcent of the contract price until such time as the commission's order has been complied with or SIRE Technologies has been adjusticated not guilty of such discrimination. SIRE Technologies will permit access to any and all records portaining to hiring and employment and to other partinest date and records for the purpose of coabling the commission, its againsts or representatives, to accertain compliance with the above provisions. This section shall be binding on all subcontractors or suppliers. If feads are not budgeted or appropriated for any fiscal year for services provided by the terms of this Agreement, this Agreement shall impose no obligation on the City for payment. This Agreement is self and void except as to annual payments berein agreed upon for which funds have been budgeted or appropriated, and no right of action or damage shall accrue to the benefit of SIRE Technologies, its successors, or assignces, for any further payments.

PRRFORMANCE. SIRE TECHNOLOGIES shall exercise its best efforts in performing services covered under this Agreement, but shall not be liable for damages, direct or otherwise, for failure to perform services at a location deemed hazardous to health or safety or ensing out of delays or faffuse in furnishing parts or services caused by Acts of God, Acts of Government, labor disputes or difficulties, failure of transportation, or other causes beyond its control, or for any corresponsial damage whatsower.

LIABILITY. SIRIS TECHNOLOGIES shall not be reaponsible, nor incurliability of any kind, nature or description to the Castomer, its agents or employees or any other firm or corporation, whether direct or consequential, in event of fallure or fault in condition or operation of the Product or for errors of omission in the transmission or display of information arising from the actual or alleged use of operation of the Product.

SIRE TECHNOLOGIES'S LIABILITY. SIRE TECHNOLOGIES shall procure and assistain in fell force and effect at all times during the performance of on-site maintenance under this Agreement, Workmen's

Compossation Inserance. SIRE TECHNOLOGIES personnel shall compty with, all reasonable roles and regulations in effect at the Castosser site.

DRPAULT. In the event of payment default by the Castomer, SIRB TECHNOLOGIES shall be entitled to collect interest and collection costs, teclaiding court costs and reasonable anomey's fees. In the event of default by the Castomer in any term or condition herein, SIRE TECHNOLOGIES may, at its option, refure service or terminate is obligations under this Agromment.

NOTEFICATION. Any notice required horsin shall be in writing and shall be decence given if mailed or delivered to the other party at its last known studing address.

WAIVER. This insuranteet contains the entire Agreement of the parties it cannot be changed, alkered or modified orally. All changes or modifications must be in writing by the parties bereto.

TAX. The customer is responsible for any and all tax.

TYPES OF SUPPORT. Technical support includes telephone and email when the customer has problems or questions.

SOFTWARE SUPPORT. The customer will supply the conditions and data which caused the malfunction and help reproduce the failure.

STRE TECHNOLOGIES	TILE .	DATE
CUSTOMER	TITLE	DATE

# Maintenance Product List and Charges

Item Number	Quantity	Serial Number	Description	Annual Rate \$
40050	ī		SIRE Server Core - This is a one-time cost for any size customer that provides the PDF, FTR and other needed capabilities. This is required for all clients. This is a required component for EDMS. Includes the following modules: SIRE Administrator, SIRE FileCenter / WebCenter, SIRE OCR / FTR, SIRE Resention Manager, SIRE Office Add-in Module, SIRE Reports (Requires MS SCL), SIRE Web Publishing, and SIRE Worldow.	2,100.00
40051	10		SIRE Electronic Document Menegement Concurrent User License (1 - 25 Licenses) - Allows for users to perform document menegement functions either through SIRE WebCenter or SINE Flacenter.	1,958.00
40058	1		SIRE Read-Only - unfinited Booness	2,799.40
10050	10		SIRE Capture Station (Per Workstation) - Betch scan and index module with barcode recognition capabilities. Single User Iteanee	4,990.00
30050	1		SIRE Forms: Allows for the creation, editing and publishing of online forms. This is an enterprise ficense.	1,199.00
	1		Software Integration	1,000.00

# **Exhibit C**

#### SOFTWARE LICENSE AGREEMENT

NOTICE TO USER: PLEASE READ THIS AGREEMENT CAREFULLY. BY COPYING, INSTALLING OR USING ALL OR ANY PORTION OF THE SOFTWARE YOU ACCEPT ALL THE TERMS AND CONDITIONS OF THIS AGREEMENT. YOU AGREE THAT THIS AGREEMENT IS LIKE ANY WRITTEN NEGOTIATED AGREEMENT SIGNED BY YOU. THIS AGREEMENT IS ENPORCEABLE AGAINST YOU AND ANY LEGAL ENTITY THAT OBTAINED THE SOFTWARE AND ON WHOSE BEHALF IT IS USED: FOR EXAMPLE, IF APPLICABLE, YOUR EMPLOYER. IF YOU DO NOT AGREE TO THE TERMS OF THIS AGREEMENT, DO NOT USE THE SOFTWARE.

THE SOFTWARE MAY INCLUDE PRODUCT ACTIVATION AND OTHER TECHNOLOGY DESIGNED TO PREVENT UNAUTHORIZED USE AND COPYING. THIS TECHNOLOGY MAY CAUSE YOUR COMPUTER TO AUTOMATICALLY CONNECT TO THE INTERNET AND MAY PREVENT USES OF THE SOFTWARE THAT ARE NOT PERMITTED.

#### 1) GRANT OF LICENSE

- a) Licensor, and/or third party supplier, owns the copyright and/or certain proprietary information protectable by law in the Software Product.
- b) Licensor grants to Licensee a non-exclusive, non-transferable license to use each Software Product(s), or portions thereof, in Object Code form only, on the Designated Server. Nothing in this Agreement is intended to transfer to Licensee any rights in said Software Product, except for the right to use as set forth herein.
- 2) CONSIDERATION As consideration for the license of the Software Product, Licensee shall pay Licensor a stated License Fee.
- 3) TERM OF AGREEMENT The term of this Agreement shall commence upon the execution of this Agreement and shall terminate upon the Licensor's prior written notice, or default by licensor or Licensee as may be set forth in other provisions of this Agreement. Upon termination, Licensee shall immediately return the Software Product and all copies thereof to Licensor, and within five (5) days of termination, Licensee shall deliver a written certification to Licensor certifying that it no longer has custody of any copies of the Software Product. In no event shall any action or inaction by Licensor or Licensee constitute a waiver of any rights or remedies provided by law.
- 4) TITLE. The original and any copies of the Software Product, in whole or part, including Licensor-supplies translations, compilations, partial copies, modifications and updates, are the property of Licensor (or with regard to third party software, the property of the third party).
- 5) DRFAULT In the event that Licensee or Licensor fails to observe or perform any provisions of this Agreement, and if such default is not cured within thirty (30) days after Licensee of Licensor gives the other party written notice thereof, the party not in default may terminate this Agreement upon written notification to the defaulting party. In no event shall an action or inaction by Licensor or Licensee constitute a waiver of any rights or remedies provided by law.
- 6) COPYING THE SOFTWARE Licensee may make copies of the Software Product in Object Code form only solely for use by Licensee for backup or archival purposes or for placing the Software Product in a form for execution on the Designated Server. Licensee agrees to maintain records of each copy of the Software Product, and upon request, such record will be provided to Licensor. All copies, or portions thereof, must bear any proprietary notice which may appear on the Software Product copy furnished by Licensor under this Agreement.
- 7) COPYRIGHT/TRADE SECRET PROTECTION Licensee agrees to place a copyright/trade secret notice in a form specified by Licenser on all copies of the Software Product which have been reproduced by Licensee.
- 8) SECURITY Except as may be provided otherwise in this Agreement, Licensee shall not, without the express written consent of Licensor, provide, disclose, or otherwise make available the Software Product, or copies thereof, to any third party. Licensee shall take appropriate action by instruction, agreement, or otherwise with those of its employees and third party agents having access to the Software Product to restrict and control the use, copying, modification, disclosure, transfer, protection, and security of such Software Product in accordance with the provisions of this Agreement.
- 9) CONFIDENTIALITY Licensee shall keep the Software Product confidential within its own organization. The confidentiality provisions of this Agreement shall continue in effect between the parties regardless of whether or not licensee has returned the Software Product to Licensor. Provided, however, that Licensee's obligations hereunder shall not apply to any Software Product if:
  - a) Such Software Product is already in or falls into the public domain through no act or onission on the part of the Licensee, its Directors, Officers, Employees, or Agents; or

Page 1 of 3

- b) Such Software Product shall have been published or hereafter otherwise made available to the public generally by Licensor; or
- c) Licensee obtains such Software Product from a third party in a manner which does not violate any obligations to Licensor.
- 10) PATENT, COPYRIGHT AND TRADE SECRET INFRINGEMENT Licensor shall defend, at its expense, and claim or suit brought against Licensee alleging that the Software Product furnished hereunder infringes a United States Patent, Copyright or Trade Secret, and shall pay all damages and attorney fees finally awarded, provided that Licensor is given prompt written notice of such claim, sole authority to defend or settle the claim, and full cooperation by Licensee. In the defense or settlement of the claim, Licensor may obtain for Licensee, at Licensor's expense, the right to continue using the Software, Product, replace or modify the Software Product so that it becomes non-infringing, or if such remedies are not reasonably available, accept return of the Software Product for a refund on a three-year amortized schedule, providing return of two thirds (2/3) of the license Fee during the first year, and one third (1/3) of the License Fee during the second year, with no monies being returned during the third year. Licensor shall not have any liability if the alleged infringement is based upon the modification of the Software Product or the use or sale of the Software Product in combination with other software of devices where infringement would not have occurred from the normal use of the Software Product.
- 11) WARRANTY Licensor warrants that the Software Product delivered pursuant to this Agreement shall conform to Licensor's written specifications. Licensor's obligations under this warranty are limited to making the revisions of replacements in a reasonable period of time to correct deficiencies identified in writing by Licensee within ninety days from the effective date of this Agreement.

EXCEPT FOR THE EXPRESS WARRANTY STATED ABOVE, LICENSOR GRANTS NO WARRANTIES, EITHER EXPRESS OR IMPLIED, WITH RESPECT TO THE SOFTWARE PRODUCT, INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

NO LIABILITY FOR CONSEQUENTIAL DAMAGES. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL SIRE TECHNOLOGIES OR ITS SUPPLIERS BE LIABLE FOR ANY DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, DAMAGES FOR

LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, OR OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OR INABILITY TO USE THIS SIRE TECHNOLOGIES PRODUCT, EVEN IF SIRE TECHNOLOGIES HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. BECAUSE SOME STATES/JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES, THE ABOVE LIMITATION MAY NOT APPLY TO YOU.

- 12) RESTRICTIONS ON USE Licensee may utilize the Software Product to perform its own work and work of its customers. However, Licensee is not granted the right to utilize the Software Product in the capacity of a service bureau. Licensee agrees not to reverse engineer, decompile or otherwise attempt to derive source code from the Software Product.
- 13) MODIFICATIONS Licensee shall have the right to modify the Software Product, Ownership of such modifications shall vest in Licensee, provided nothing in such modifications incorporates the Licensor's Software Product which shall be subject to all other terms of this Agreement. Licensee will not claim as its property a re-implementation of Licensor's Software Product.
- 14) SEVERABILITY In the event any term, condition or provision of this Agreement is determined to be void, invalid, illegal or unenforceable, it shall, only to that extent, be deemed stricken. However, all other provisions shall remain and constitute the Agreement between the parties.
- 15) ASSIGNMENT Except as set forth hereinafter, this Agreement may not be assigned, sublicensed, or otherwise transferred without the prior written consent of Licensor, which consent shall not be unreasonably withheld. This Agreement shall be binding upon any assignee of Licensee.
- 16) LIMITATION OF REMEDY Licensec agrees that the Licensor's sole liability in contract, tort or otherwise arising out of or in any way connected with each software Product hereunder for damages shall not exceed the License fee paid by Licensee for the particular software Product. In no event shall either party be liable to the other for any indirect or consequential damages.
- 17) CHOICE OF LAW/CHOICE OF FORUM Both parties hereby agree that, irrespective of the place of making or place of performance of this Agreement, this Agreement shall be exclusively governed and interpreted according to South Dakota Law, both Statutory and Decisional, and further, no action, suit, or proceeding shall be commenced, maintained, or prosecuted other than in South Dakota in a court of competent jurisdiction.

- 18) EXPORT RESTRICTIONS Licensec agrees not to transmit the Software Product outside the country of purchase without the prior written approval of Licensor. This Agreement is subject to any laws, regulations, and orders. Or other restrictions on the export of the Software from the United States or agencies thereof (including the United States Department of Commerce).
- 19) NOTICES All written notices to be given hereunder whether pursuant to this Agreement or a provision of law, shall be either delivered in person, by prepaid telegraphic means, or by the United States mail, postage prepaid, Notices shall be addressed as follows:

TO LICENSOR:

STRE Technologies 2211 West 2300 South

West Valley City, Utah 84119

#### 20) GENERAL

- a) Licensee and Licensor agree to take reasonable steps to comply with all applicable Local, State and Federal laws and Executive Orders and regulations issued pursuant thereto.
- b) This agreement must not be deemed or construed to be modified, amended, rescinded, cancelled or waived in whole or in part, except by written Amendment signed by the parties hereto.
- c) Licensor shall not be liable for delays in any of its performance hereunder due to causes beyond its reasonable control, including, but not limited to acts of God or strikes.
- d) No walver of any rights caused by breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provisions hereof and no waiver shall be effective unless made in writing.

Licensee and Licensor acknowledge that they have read the terms and conditions of this Agreement they understand all such terms and conditions and that they agree to be bound thereby.