



CITY OF DETROIT  
FINANCE DEPARTMENT  
PURCHASING DIVISION

2 WOODWARD AVENUE  
1008 COLEMAN A. YOUNG MUNICIPAL CENTER  
DETROIT, MICHIGAN 48226  
PHONE 313 • 224 • 4600  
FAX 313 • 628 • 1160

RE:  EMERGENCY PROCUREMENT  
 SOLE SOURCE  
 UNAUTHORIZED PURCHASE

**EMERGENCY PROCUREMENT:** Purchases that would protect the public's health, welfare or safety.

**SOLE SOURCE:** A sole source is applicable when documentation is provided that the product or service is supported by any of the following:

- |   |  |
|---|--|
| <input type="checkbox"/> Proprietary (protected by law) | <input checked="" type="checkbox"/> Technology (data or product) |
| <input type="checkbox"/> Public Threat                  | <input type="checkbox"/> Licenses                                |
| <input type="checkbox"/> Specialized facility           | <input type="checkbox"/> Specialized test equipment              |
| <input type="checkbox"/> Unique skills                  |  |

**UNAUTHORIZED PURCHASE:** Not allowed

P.O./REQ. Number: \_\_\_\_\_

Accounting String 1000-120010-000020-617900-00226-A5010  
Description of Procurement: Maintenance for BRASS Software

Justification: Current budget planning software. They will be switching providers once new ERP systems rolls out. Have been using since 11/01/14 and current service will be provided through 10/31/15  
Vendor/Contractor: CGI Technologies and Solutions, Inc.  
Basis for selection: Owner of current maintenance agreement

Using Department: Budget Department Total \$84,252.72

Required by Date: September 30, 2015

**Approval is required by the Department Executive (Director level or above)**

*Approved  
Alicia Johnson*

Alicia Johnson (313)224-3379  
Requestor Name Signature Phone/Date

Tanya Stoudemire (313) 224-3386  
Department Exec or Director (Name) Signature Phone/Date

Michael Sullivan 313-224-0959  
Purchasing Representative (Name) Signature Phone/Date

Boyzie Jank 9/18/15  
Chief Procurement Officer (Name) Signature Phone/Date



CITY OF DETROIT  
Budget Department

2 WOODWARD AVE., SUITE 1100  
DETROIT, MICHIGAN 48226  
PHONE 313.224.6260  
FAX 313.224.2827  
www.ci.detroit.mi.us

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September 9, 2015

TO: Boysie Jackson,  
Chief Procurement Officer  
Office of Contracting and Procurement

FROM: Tanya Stoudemire, Budget Director  
Budget Department

**RE: CGI Sole Source Provider**

CGI (formerly American Management Systems) is our sole source for the BRASS software. CGI are the only providers for the BRASS software.

The BRASS software is used annually. We are requesting annual until terminated options until termination of service.

Thank you for your assistance in this matter.



CITY OF DETROIT  
OFFICE OF BUDGET

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVE., SUITE 1106  
DETROIT, MICHIGAN 48226  
PHONE: 313-224-6260  
FAX: 313-224-2827  
WWW.DETROITMI.GOV

September 1, 2015

Mr. Boysie Jackson  
Chief Procurement Officer  
Office of Contracts and Procurement  
1008 Coleman A. Young Municipal Center  
Detroit, Michigan 48226

Dear Mr. Jackson:

RE: Confirming Purchase Order – CGI Technologies and Solutions, Inc.

The Budget Department is requesting approval of the attached invoice #US753009999 in the amount of \$84,252.72. SPO # has been prepared in oracle to cover this invoice.

*Requisition # 303639*

Currently the department had an approved Purchase Order for services provided by CGI Technologies and Solutions, Inc. This CPO covers annual software maintenance for our BRASS budgeting software provided by CGI Technologies, who is the only provider for this product, the CPO is #2672983.7

Thank you for your attention to this matter. If you need have any questions or need additional information, please feel free to contact Alicia Johnson at (313) 224-3379 or email at [Johnsonar@detroitmi.gov](mailto:Johnsonar@detroitmi.gov)

Respectfully,

Tanya Stoudemire  
Budget Director



Business solutions through information technology

CGI Technologies and Solutions Inc.  
Bridgewater Corporate Center  
11325 Random Hills Road  
Fairfax, Virginia 22030

Invoice

Submitted To:

Ms. Alicia Johnson  
City of Detroit  
Budget Development  
1100 City-County Building  
Detroit, MI 48226

Invoice Date: 11/23/14  
CGI Invoice No: US753009999  
CGI Project No: CFS-DA942  
Payment Due Date: Upon Receipt

CGI Advantage Maintenance Fees for November 1, 2014 through October 31, 2015

Summary of maintenance cost:

<u>Product</u>	<u>Last Year's Maintenance</u>	<u>Maintenance Rate</u>	<u>Total</u>
CGI Advantage BRASS Base System	\$84,252.72	0%	\$84,252.72
<b>CGI Advantage BRASS</b>			<b>\$84,252.72</b>
<b>Invoice Total</b>			<b>\$84,252.72</b>

Payment Terms

Our new remittance address and EFT instructions are as follows:

Remittance Address:  
CGI Technologies and Solutions Inc.  
C/O Bank of America  
12907 Collection Center Drive  
Chicago, IL 60693

Electronic Funds Transfer to:  
CGI Legal Entity 70013  
Bank: Bank of America  
Location: Chicago, IL  
ABA Number: 111000012  
Account Name: CGI Technologies and Solutions Inc.  
Account Number: 3752064485  
Domestic Wires ABA: 026009593  
AMS Tax Id #: 54-0856778

Make checks payable to: CGI Technologies and Solutions Inc.

Question about this invoice, please contact Kimberly Holcomb at 1-800-321-0267

# City Council Contract Agenda Items Review Checklist

**Reviewer:** (Contracting and Procurement Specialist signs here) **Date Received:** 00/00/2015

Date: 09/09/15 Department **Budget** \_\_\_\_\_ Division: \_\_\_\_\_

Dept Head/Contact Person: Alicia Johnson \_\_\_\_\_ Telephone No: **313-224-3379**

Description: Renewal of maintenance for BRASS Software, used for Financial Reporting of Projects

Brief explanation-function of or need for the goods/services

Contract No.: 2672983 PO Type: Sole Source Est. Value: \$ 611,939.44 *\$ 84,252.72 This increase* *→ with total increase over contract*  
Contract Term (if applicable): \_\_\_\_\_ to \_\_\_\_\_

Funding Source: City: 100% State: \_\_\_\_\_%  
Federal: \_\_\_\_\_% Other: \_\_\_\_\_%  
(Documentation must be furnished by the Dept. if anything other than City funding)

Recommended Supplier: CGI Technologies and Solutions, Inc. Required Date: \_\_\_\_\_

1. The business being awarded is NEW / RENEWAL If a renewal, provide justification for renewal: Maintenance Agreement

2. Was the product or service competitively bid?  Yes  No  
**Attach Copy** of Bid Tabulation/Evaluation score sheets as needed  
If the answer to #2 is "NO" explain why there was no competition: Sole Source Vendor

3. Was a Co-Operative Agreement Considered?  Yes  No Co-Operative Name: \_\_\_\_\_  
If answer to #3 is "No" explain why a Co-Op was not considered: Sole Source

4. Were savings achieved?  
 Yes Amount \$ \_\_\_\_\_  No

5. Does this agreement represent an increase? NO  
 Variance in unit price only (Current unit price \$0.00 Proposed Unit Price \$0.00)  
 Change in amount/volume of the good or service to be used. \_\_\_\_\_.
6. Does the supplier currently provide other goods and services to the City?  Yes  No  
 If yes please list: \_\_\_\_\_
7. Is this good/service used by other departments?  Yes  No  
 If "yes" can this REQ/PAR be combined other department requirements?  Yes  No
8. Is this a service that can be performed by City employees?  Yes  No  
 Is this a service that City employees can be trained to do?  Yes  No

NOTES: Buyer:  
 a. Excluded Parties List / Supplier Award Management Website Reviewed? Yes  No

PLACE ON FINANCIAL REVIEW COMMISSION AGENDA

PLACE ON CITY COUNCIL AGENDA

REJECT AND NOTIFY DEPARTMENT DIRECTOR:

SIGNED: *Amy Johnson* DATE: 9/11/15  
 (Department)

INFORMATION PROVIDED BY: Alicia Johnson

TITLE: Administrative Specialist I

PHONE: (313) 224-3379



# SURVEY CONTRACT RENEWAL ANALYSIS MEMORANDUM

**CURRENT CONTRACTOR(S)/(Names/Address)**  
1 CGI Technologies and Solutions, Inc.  
Bridgewater Corporate Center  
11325 Random Hills Road  
Fairfax, Virginia 22030

**CONTRACT DESCRIPTION**  
Maintenance Agreement, Software for BRASS  
System in accordance with terms and conditions  
of Proprietary Software Maintenance Agreement

Using Dept(s) City Wide  
Orig. JCC Date 4-22-05/08-05-13  
New JCC Date: \_\_\_\_\_

Date: May 26, 2015  
Oracle P.O. #: 2672983  
RFQ Number # \_\_\_\_\_  
Est. Value: \$611,939.44

### PREVIOUS BIDDERS

Item	Current Contractor(s) (If more than one, reference contractor number from above)	Sole Source		Previous Bidders		Previous Bidders		Previous Bidders		Previous Bidders	
		Previous Bid	Current Price	Previous Bid	Current Price	Previous Bid	Current Price	Previous Bid	Current Price	Previous Bid	Current Price
1	Maintenance Renewal	84,252.72	84,252.72								
2											
3											
4											
5											

**COMMENTS**  
(Use reverse side if necessary)  
Renewal of maintenance for BRASS Software, used for Financial Reporting of Projects

**RECOMMENDATION AND APPROVALS** \*Only one approval is required from either the Principal or Purchase Manager

Rebid  
 Renew  
 Purchases Agent  Team Leader   
 \*Principal, or   
 \*Head Purchase Agent   
 Purchasing Director

No. of Contracts: \_\_\_\_\_  
 No. of Contracts: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

Current pricing is a cost reduction Potential cost savings \$ \_\_\_\_\_  
**PRICE HELD AT SAME RATE FOR LAST 2 YEARS**

JUL 27 2015



# REQUEST FOR INCOME TAX CLEARANCE

REQUESTING DEPARTMENT/DIVISION \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

Type of Clearance:  New  Renewal (Please submit 30 days prior to submitting bid or expiration date)

**A. For:**  
 City of Detroit  
 Income Tax Division  
 Coleman A. Young Municipal Center  
 2 Woodward Avenue, Ste. 122B  
 Detroit, MI 48226

Phone: (313) 224-3328 or 224-3329  
 Fax: (313) 224-4588

**For:**  
 Individual or  
 Company Name CGI Technologies and Solutions, Inc.  
 Address 11325 Random Hills Road

City Fairfax

State VA

Zip Code 22030

Telephone 703-267-8000

Fax # 703-267-5111

E-mail Address \_\_\_\_\_

**B. Name of Chief Financial Officer/Authorized Contact Person**  
 (include address if different from above)

Alicia Mayes

Employer Identification or Social Security Number

54-0856778

Telephone # 703-267-8000

Fax # 703-267-5111

Spouse Social Security Number \_\_\_\_\_

Nature of Contract Annual Advantage

Software Maintenance Support

BID CONTRACT AMOUNT (if known):

Labor: \$ \_\_\_\_\_ Materials: \$ \_\_\_\_\_

\$84,252.72

Contract # (if known) \_\_\_\_\_

**C. ALL QUESTIONS MUST BE ANSWERED TO EXPEDITE APPROVAL PROCESS. ANY QUESTION NOT ANSWERED MAY RESULT IN A DENIAL OF INCOME TAX CLEARANCE.**

Check One:

Individual

Corporation

Partnership

Estate & Trust

### INDIVIDUALS ANSWER QUESTIONS 1,2,3,4

1. Have you filed joint returns with spouse during the last seven (7) years? (If yes, include spouse SSN above)  Yes  No

2. Are you a student, and/or claimed as a dependent on someone else's tax return?  Yes  No

3. Were you employed in the City of Detroit during the last seven (7) years?  Yes  No

4. Were you a resident of Detroit during the last seven (7) years?  Yes  No

### CORPORATIONS AND PARTNERSHIPS ANSWER QUESTIONS 5,6,7

5. Is the company a new business in Detroit? If yes, attach Employer Registration Form (DSS 4).  Yes  No

6. Will the company have employees working in Detroit?  Yes  No

7. Will the company use sub-contractors or independent contractors in Detroit?  Yes  No

D.

### FOR INCOME TAX USE ONLY

Has the contractor complied with the provisions of the Michigan Tax Ordinance?

Yes  No

Signature

LUCHETA JENNINGS

Date

AUG 05 2015

Expires

Yes  No

Signature

[Signature]

Date

AUG 20 2015

Expires

AUG 20 2016

Yes  No

Signature

Date

Expires

VISIT OUR WEBSITE FOR INFORMATION AND FAX FORMS AT: [www.detroitmi.gov](http://www.detroitmi.gov)

NOTE: An approved Income Tax Certificate may be used in multiple city wide departments that require a bid. Please e-mail your completed request form (preferably in pdf format) to: [IncomeTaxClearance@detroitmi.gov](mailto:IncomeTaxClearance@detroitmi.gov)

**CITY OF DETROIT**  
 ACCOUNTS RECEIVABLE CLEARANCE APPLICATION  
 2 WOODWARD AVENUE, SUITE 105, COLEMAN A YOUNG MUNICIPAL CENTER  
 REVENUE COLLECTIONS UNIT (313) 224-4087 / FAX: 224-4238 / [RevenueCollections@DetroitMi.gov](mailto:RevenueCollections@DetroitMi.gov)

**SECTION A:** BUSINESS LICENSE BUDGET CITY COUNCIL DDOT OPW FINANCE FIRE HEALTH  
 HUMAN RIGHTS LAW MAYOR OMBUDSMAN PLANNING & DEVELOPMENT POLICE PURCHASING  
 RECREATION WATER & SEWAGE OTHER \_\_\_\_\_

ADDRESS OF DEPARTMENT \_\_\_\_\_  
 DATE SENT \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_  
 PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_ EMAIL \_\_\_\_\_  
 CONTRACT AMOUNT \$ \_\_\_\_\_

**SECTION B: CORPORATION** LICENSE TYPE \_\_\_\_\_  
 CORPORATION NAME CGI Technologies and Solutions Inc.  
 ADDRESS 11325 Random Hills Road CITY/STATE/ZIP Fairfax, VA 22030 OWN LEASE  
 CITY PERSONAL PROPERTY NUMBER \_\_\_\_\_ FID / EIN NUMBER 54-0856778  
 OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_  
 CONTACT PERSON Kim Holcomb PHONE NUMBER 703-267-8577 EMAIL ADDRESS Kim.Holcomb@cgi.com

**SECTION C: PARTNERSHIP** LICENSE TYPE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_  
 BUSINESS ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE  
 CITY PERSONAL PROPERTY NUMBER \_\_\_\_\_ FID / EIN NUMBER \_\_\_\_\_

A: PARTNER'S NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_  
 HOME ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE  
 DRIVER'S LICENSE # \_\_\_\_\_ OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

B. PARTNER'S NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_  
 HOME ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE  
 DRIVER'S LICENSE # \_\_\_\_\_ OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**SECTION D: SOLE PROPRIETORSHIP** LICENSE TYPE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_  
 BUSINESS ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE  
 CITY PERSONAL PROPERTY NUMBER \_\_\_\_\_ FID / EIN NUMBER \_\_\_\_\_

OWNER'S NAME \_\_\_\_\_ DRIVER'S LICENSE # \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_  
 HOME ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_ OWN LEASE  
 OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_  
 EMAIL ADDRESS \_\_\_\_\_

**SECTION E: PERSONAL SERVICES**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ OWN LEASE  
 CITY/STATE/ZIP \_\_\_\_\_  
 PHONE NUMBER \_\_\_\_\_ DRIVER LICENSE # \_\_\_\_\_  
 OTHER PROPERTY ADDRESSES OWNED IN WITHIN DETROIT \_\_\_\_\_  
 SOCIAL SECURITY NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**REVENUE COLLECTIONS  
 APPROVED  
 CONTRACT CLEARANCES**

FOR TREASURY COLLECTION USE ONLY:  
 APPROVED [Signature] DENIED \_\_\_\_\_  
 DATE JUL 29 2015 DENIED WITH ATTACHMENTS \_\_\_\_\_  
 CLEARANCE VALID UNTIL JAN 15 2016

JUN 23 2015



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
June 1st, 2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Inc. 8300 Norman Center Drive Suite 400 Minneapolis, Minnesota USA 55437-1027	<b>CONTACT NAME:</b> Guy St-Pierre		
	<b>PHONE (A/C, No. Ext):</b> 514-840-7819 <b>FAX (A/C, No.):</b> 514-842-3456		
	<b>E-MAIL ADDRESS:</b> Guy.st-pierre@aon.ca		
<b>INSURED</b> CGI TECHNOLOGIES AND SOLUTIONS INC. 11325 RANDOM HILLS ROAD, 8TH FLOOR FAIRFAX VA 22030	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> ZURICH AMERICAN INSURANCE COMPANY		16535
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		

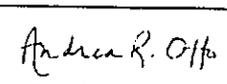
**COVERAGES**      **CERTIFICATE NUMBER: - 537**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			GLO 3792775 - 08	06/01/15	06/01/16	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (EACH OCCURRENCE)	\$ 50,000
							MED EXP (ANY ONE PERSON)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 1,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (EACH ACCIDENT)	\$
							BODILY INJURY (PER PERSON)	\$
							BODILY INJURY (PER ACCIDENT)	\$
							PROPERTY DAMAGE (PER ACCIDENT)	\$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below      Y/N						<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	\$
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EACH EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CITY OF DETROIT IS INCLUDED AS ADDITIONAL INSURED WHERE REQUIRED BY WRITTEN CONTRACT AND ALLOWED BY LAW WITH RESPECT TO GENERAL LIABILITY. THIS INSURANCE IS PRIMARY AND NON-CONTRIBUTORY OVER ANY EXISTING INSURANCE AND LIMITED TO LIABILITY ARISING OUT OF THE OPERATIONS OF THE NAMED INSURED AND WHERE REQUIRED BY WRITTEN CONTRACT.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
CITY OF DETROIT ATTN: PAMELA SCALES 1100 CITY-COUNTY BUILDING DETROIT MI 48226 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  </div> <div style="text-align: center;">                       Andrea R. Otto                      Aon Risk Services Inc.                 </div> </div>

**REVISED 7-12-2012**  
**COVENANT OF EQUAL OPPORTUNITY**  
**(Application for Clearance - Terms Enforced After Contract is Awarded)**

I, being duly authorized representative of the \_\_\_\_\_ (hereinafter "Contractor"), hereby authorize to enter into a Covenant of Equal Opportunity, (hereinafter "Covenant") with the City of Detroit. Hereafter, I have obligated the Contractor and all sub-contractors not to discriminate against any employee or applicant for employment, training, education or apprenticeship connected directly or indirectly with the performance of the contract, with respect to his/her hire, promotion, job assignment, tenure, terms, conditions or privileges of employment because of race, color, religious beliefs, public benefit status, national origin, age, marital status, disability, sex, sexual orientation, or gender identity or expression, except as otherwise exempted under City Code, Ordinance No. 27-2-12.

Contractor will ensure that the City of Detroit Human Rights Department shall receive notification of all potential sub-contractors and a copy of their Covenant prior to the commencement of work on any City of Detroit contract. Contractor further agrees that the City of Detroit reserves the right to require additional information prior to, during, and at any time after the Covenant is fully executed.

Furthermore, Contractor agrees that this Covenant is valid for the life of the contract and/or for a specified period of time as indicated below and that a breach of this Covenant shall be deemed a material breach of contract and be subject to damages pursuant to City Code, Ordinance No. 27-3-2, Section (c).

RFO/PO No. (if applicable) \_\_\_\_\_

Duration of Covenant \_\_\_\_\_

Printed Name of Contractor Organization: CGI Technologies and Solutions Inc.  
 (Type or Print Legibly)

Contractor Address: Fairfax VA 22030  
 (City) (State) (Zip)

Contractor Phone/Fax: 703-267-8000 kelly.jacobs@cgi.com

Printed Name & Title of Authorized Representative: Jennifer Hilliard, Human Resources Director

Signature of Authorized Representative: Jennifer Hilliard

Wendy Nicole Ruehlmann  
 NOTARY PUBLIC  
 Commonwealth of Virginia  
 Reg. #7291330

Date: 5/13/2015

My Commission Expires April 30, 2017 This document MUST be notarized \*\*\*

Signature of Notary: Wendy Nicole Ruehlmann

Printed Name of Seal of Notary: WENDY NICOLE RUEHLMANN

My Commission Expires 4 30 2017

FOR CONTRACTING DEPARTMENT USE ONLY

Date Rec'd: \_\_\_\_\_ Received by: \_\_\_\_\_ Title: \_\_\_\_\_

Please fax a copy of the notarized Covenant and Award Letter to the Human Rights Department (313) 224-3434







CGI Technologies and Solutions Inc.  
11325 Random Hills Road  
8<sup>th</sup> Floor  
Fairfax / Virginia / 22030 / USA  
Tel. 703-267-8000 | Fax 703-267-5111

[cgi.com](http://cgi.com)

July 28, 2015

Ms. Alicia Johnson  
City of Detroit  
Budget Development  
1100 City-County Building  
Detroit, MI 48226

Dear Ms. Johnson:

CGI doesn't utilize an employment application. Applicants apply for jobs via the careers page of [cgi.com](http://cgi.com), which in turn links them to our Applicant Tracking System. It is in that system that applicants create a profile with their applicable skill set, etc. and they can upload their resume at that time as well.

Sincerely,

Kimberly Holcomb  
Financial Analyst

**CITY OF DETROIT**  
**SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE AFFIDAVIT**

1 Name of Contractor: CGI Technologies and Solutions Inc.  
2 Address of Contractor: 11325 Random Hills Road  
Fairfax, VA 22030  
3 Name of Predecessor Entities (if any): CGI-AMS Inc.  
American Management Systems In.  
4 Prior Affidavit submission? No  Yes, on: 3/26/13  
(If "No", complete Items 5 and 6) (Date of prior submission)

If "Yes", list date of prior submission above, go to Item 6 and execute this Affidavit

5 Contractor was established in \_\_\_\_\_ (year) and did not exist during the slavery era in the United States, is not a successor in interest to any entity that existed during such time, and therefore has no relevant records to search, or any pertinent information to disclose  
Contractor has searched their records and those of any predecessor entity, and has found no records that they or any predecessor(s) made any investments in, or derived profits from the slave industry or from slave holder insurance policies.  
Contractor has found records that they or their predecessor(s) made investments in, or derived profits from, the slave industry or slave holder insurance policies. The nature of the investment, profits, or insurance policies, including the names of any slaves or slave holders, is disclosed in the attached document(s)

6 I declare that the representations made in this Affidavit are accurate to the best of my knowledge and are based upon a diligent search of records in the Contractor's possession or knowledge. All information then attached to this Affidavit reflects full disclosure of all records that are required to be disclosed to the City of Detroit. I also acknowledge that any failure to conduct a diligent search, or to make a full and complete disclosure, shall render this contract voidable by the City of Detroit.

Jennifer Hilliard (Printed Name) Human Resources Director (Title)  
Jennifer Hilliard (Signature) 5/13/2015 (Date)

Subscribed and sworn to before me  
this 13 day of May 2015  
Wendy Nicole Rushmann  
Notary Public, Fairfax County, Virginia  
My Commission expires April 30, 2014

  
Wendy Nicole Rushmann  
NOTARY PUBLIC  
Commonwealth of Virginia  
Reg. #7291330  
My Commission Expires  
April 30, 2017

USER NAME  PASSWORD  **LOG IN**

[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

# Entity Dashboard

- › [Entity Record](#)
- › [Core Data](#)
- › [Assertions](#)
- › [Reps & Certs](#)
- › [POCs](#)
- › [Reports](#)
- › [Service Contract Report](#)
- › [BioPreferred Report](#)
- › [Exclusions](#)
- › [Active Exclusions](#)
- › [Inactive Exclusions](#)
- › [Excluded Family Members](#)

[RETURN TO SEARCH](#)

CGI TECHNOLOGIES AND SOLUTIONS INC.  
 DUNS: 069278570 CAGE Code: 8N724  
 Status: Active

11325 RANDOM HILLS RD  
 FAIRFAX, VA, 22030-6051,  
 UNITED STATES

Expiration Date: 05/21/2016  
 Purpose of Registration: All Awards

## Entity Overview

**Entity Information**

**Name:** CGI TECHNOLOGIES AND SOLUTIONS INC.  
**Business Type:** Business or Organization  
**POC Name:** Kim Youtzy  
**Registration Status:** Active  
**Activation Date:** 05/22/2015  
**Expiration Date:** 05/21/2016

**Exclusions**

**Active Exclusion Records?** No





CITY OF DETROIT  
 FINANCE DEPARTMENT  
 PURCHASING DIVISION  
 1008 COLEMAN A. YOUNG  
 MUNICIPAL CENTER  
 DETROIT, MICHIGAN 48226  
 PHONE 313-224-4600  
 FAX 313-224-4374

**IF THIS PURCHASE ORDER  
 DOES NOT AGREE WITH THE  
 BID YOU SUBMITTED,  
 PLEASE CONTACT THE  
 PURCHASING DIVISION.**

**Purchase Order**

PURCHASE ORDER NO. 2672983 REVISION 9 PAGE 1

THE ABOVE NUMBER MUST APPEAR ON ALL INVOICES AND SHIPMENTS.

SHIP TO  
 Coleman A Young Municipal Ce  
 2 Woodward Avenue  
 Ste 1100  
 Detroit, MI 48226

United States  
 Coleman A Young Municipal Ce  
 2 Woodward Avenue  
 Ste 642  
 Detroit, MI 48226  
 United States

**SUPPLIER**

CGI TECHNOLOGIES AND SOLUTIONS INC  
 BRIDGEWATER CORPORATE CTR  
 11325 RANDOM HILLS RD  
 FAIRFAX, VA 22030

SUPPLIER NO. <b>1106499</b>	DATE OF ORDER/BUYER <b>24-MAR-05 A Clark</b>	REVISED DATE/BUYER <b>30-OCT-15 M Sullivan</b>
PAYMENT TERMS <b>Net 30</b>	SHIP VIA <b>Supplier Option</b>	F.O.B. <b>Delivered</b>
FREIGHT TERMS <b>Your Delivery</b>	REQUESTOR/DELIVER TO	CONFIRM TO / TELEPHONE <b>(703) 267-8000</b>

LINE	ITEM NUMBER / DESCRIPTION	DELIVERY DATE	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TAX
	THIS PURCHASE ORDER WAS CREATED IN CONJUNCTION WITH A PERIOD AGREEMENT AND SOLE SOURCE REQUEST						
	CCR DATE: APRIL 22, 2005; October 27, 2015 EMERGENCY MANAGER APPROVAL: AUGUST 5, 2013;						
	FURNISH: MAINTENANCE AGREEMENT, SOFTWARE FOR BRASS SYSTEM IN ACCORDANCE WITH TERMS AND CONDITIONS OF PROPRIETARY SOFTWARE MAINTENANCE AGREEMENT DATED NOVEMBER 15, 1999. Amendment 10/27/15 - 2015 Maintenance for \$84,252.72						
	ANNUAL RENEWALS UNTIL TERMINATED						
	TERMINATION OF CONTRACT: The City reserves the absolute right to terminate this contract in whole or in part for the convenience of the City at its sole discretion on thirty (30) days written notice to the vendor.						
	The Individual responsible for accepting performance under this Contract is Alicia Johnson, who may be reached at, 313-224-3379.						
	The contact person from whom payment should be requested is Alicia Johnson, who may be reached at 313-224-3379 or JohnsonAR@detroitmi.gov.						
	INVOICING: All invoices submitted against the contract must include part or item numbers and part or item description, list price and applicable discount.						
						<b>Total</b>	611,939.44

CONTRACTS AND PURCHASES BETWEEN THE VENDOR AND THE CITY OF DETROIT ARE SUBJECT TO FEDERAL, STATE AND LOCAL LAWS INCLUDING, BUT NOT LIMITED TO, EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION • THE CITY MAY TERMINATE THE CONTRACT FOR CAUSE OR CONVENIENCE • NO CHANGES EFFECTIVE UNLESS AGREED TO IN WRITING BY CONTRACT AMENDMENT • ONLY SUCH GOODS WILL BE PAID FOR AS COMPLY EXACTLY WITH WRITTEN DESCRIPTION • WHEN SHIPPED VIA COMMON CARRIER, MAIL SHIPPING NOTICE DIRECTLY TO RECEIVING POINT • CASH TERMS DATE FROM RECEIPT AND ACCEPTANCE OF GOODS AND CORRECT INVOICE • PATENTS-CONTRACTORS SHALL PROTECT AND INDEMNIFY AGAINST EXPENSE OF ANY NATURE, SHALL BEAR COST OF ANY SUITS WHICH MAY ARISE, AND SHALL PAY ALL DAMAGES WHICH MAY BE AWARDED AGAINST THE CITY FOR THE USE UNDER THIS SPECIFICATION OF ANY PATENTED DEVICE, PROCESS, APPARATUS, MATERIAL OR INVENTION • THE CITY RESERVES THE RIGHT TO AUDIT EMPLOYEE PAYROLL RECORDS TO VERIFY LABOR CHARGES UPON 72 HOURS NOTICE.

PURCHASING DIRECTOR'S SIGNATURE  
 NOT VALID WITHOUT AUTHORIZED SIGNATURE



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 FINANCE DEPARTMENT  
 PURCHASING DIVISION  
 1008 COLEMAN A. YOUNG  
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PURCHASE ORDER NO. 2672983 REVISION 9 PAGE 2

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SUPPLIER NO. <b>1106499</b>	DATE OF ORDER/BUYER <b>24-MAR-05 A Clark</b>	REVISED DATE/BUYER <b>30-OCT-15 M Sullivan</b>
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LINE	ITEM NUMBER / DESCRIPTION	DELIVERY DATE	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TAX
	<p>Items not properly invoiced will not be paid. It is the vendor's responsibility to ensure delivery of invoice(s) to the proper City Dept/Div/Personnel. Invoices must meet the following conditions for payment:</p> <p>a) Price on invoice must correspond to the pricing listed on purchase order and/or contract.</p> <p>b) Contractor must submit price lists in accordance with bid requirements.</p> <p>c) Original invoice must be submitted to the appropriate City of Detroit Account's Payable Section.</p> <p>d) Copy of invoice must be submitted to the department personnel identified on the purchase order as being responsible for processing payment. If a department contact person is not listed on the purchase order the vendor shall request in writing, from the Purchasing Division the name and phone number of the contact person responsible for processing payment.</p>						
	Purchase Agreement	Effective From: 01-NOV-04 To: 31-OCT-15			Amount Agreed:	611,939.44	

CONTRACTS AND PURCHASES BETWEEN THE VENDOR AND THE CITY OF DETROIT ARE SUBJECT TO FEDERAL, STATE AND LOCAL LAWS INCLUDING, BUT NOT LIMITED TO, EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION • THE CITY MAY TERMINATE THE CONTRACT FOR CAUSE OR CONVENIENCE • NO CHANGES EFFECTIVE UNLESS AGREED TO IN WRITING BY CONTRACT AMENDMENT • ONLY SUCH GOODS WILL BE PAID FOR AS COMPLY EXACTLY WITH WRITTEN DESCRIPTION • WHEN SHIPPED VIA COMMON CARRIER, MAIL SHIPPING NOTICE DIRECTLY TO RECEIVING POINT • CASH TERMS DATE FROM RECEIPT AND ACCEPTANCE OF GOODS AND CORRECT INVOICE • PATENTS-CONTRACTORS SHALL PROTECT AND INDEMNIFY AGAINST EXPENSE OF ANY NATURE, SHALL BEAR COST OF ANY SUITS WHICH MAY ARISE, AND SHALL PAY ALL DAMAGES WHICH MAY BE AWARDED AGAINST THE CITY FOR THE USE UNDER THIS SPECIFICATION OF ANY PATENTED DEVICE, PROCESS, APPARATUS, MATERIAL OR INVENTION • THE CITY RESERVES THE RIGHT TO AUDIT EMPLOYEE PAYROLL RECORDS TO VERIFY LABOR CHARGES UPON 72 HOURS NOTICE.

**Total**

**611,939.44**

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