# OFFICE OF THE CITY ATTORNEY ROBERT E. SHANNON, City Attorney 333 West Ocean Boulevard, 11th Floor Long Beach, CA 90802-4664

# **AGREEMENT**

THIS AGREEMENT is made and entered, in duplicate, as of <u>June 24</u>, 2009 for reference purposes only, pursuant to a minute order adopted by the City Council of the City of Long Beach at its meeting on March 24, 2009, by and between SHI INTERNATIONAL CORP., a New Jersey corporation ("SHI") located at 33 Knightsbridge Road, Piscataway, New Jersey 08854 and the CITY OF LONG BEACH, a municipal corporation ("Client").

WHEREAS, Client desires to engage SHI to provide professional computer related services in support of IBM Client Agreement No. 21587 and SHI desires to be engaged by Client, on the terms and conditions of this Agreement; and

WHEREAS, Client selected SHI in accordance with Client's policies and procedures, after evaluation of its competitive proposal;

NOW, THEREFORE, in consideration of the mutual terms and conditions herein, the parties agree as follows:

- AMOUNT: The amount of this Agreement shall not exceed One-Hundred Ten Thousand Dollars (\$110,000.00) during the term.
- 2. <u>TERM</u>: The term of this Agreement shall commence at midnight on April 1, 2009, and shall terminate at 11:59 p.m. on March 31, 2010. Client's City Manager shall have the discretion of renewing this Agreement for two (2) additional terms of one (1) year. This Agreement may be terminated by Client for cause or convenience on two (2) weeks prior notice without penalty or further obligation after Client has paid for services rendered through the date of termination.
- 3. <u>INDEPENDENT CONTRACTOR STATUS</u>: With respect to the services provided by SHI, SHI is and shall act as an independent contractor and not an employee, representative, or agent of Client. SHI acknowledges and agrees that:
  - A. Client will not withhold taxes of any kind from SHI's compensation;

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- B. Client will not secure workers' compensation or pay unemployment insurance to, for or on SHI's behalf; and
- C. Client will not provide and SHI is not entitled to any of the usual and customary rights, benefits or privileges of Client's employees. SHI expressly warrants that neither SHI nor any of SHI 's employees or agents shall represent themselves to be employees or agents of Client.
- **INVOICES:** SHI shall submit monthly invoices to Client for services rendered by Workers for the number of hours that services were provided by Workers in the previous calendar month.
- 5. PAYMENT DEFAULT: Client agrees to pay the invoices of SHI within thirty (30) days after receipt of a valid invoice by having such payment delivered to SHI at 33 Knightsbridge Road, Piscataway, NJ 08854 or such other location or manner as SHI shall hereafter direct in writing.
- 6. RESTRICTIVE COVENANT CONVERSION: Client acknowledges that SHI incurs great expense in providing services to its clients, including without limitation recruiting, screening and training costs.

Neither party will actively solicit for hire, nor knowingly allow its employees to solicit for hire, any employee of the other party associated with this Agreement during the term of this Agreement and for a period of twelve (12) months after its expiration. This provision shall not restrict in any way the right of either party to solicit generally in the media for required personnel, and shall not restrict employees, contractors, or representatives of either party. The parties agree that hiring of an employee will subject the former employer to liquidated damages from the hiring party, consisting of an amount equal to one (1) year's salary for each person hired or retained.

7. LIMITATION OF LIABILITY: SHI does not warrant or guarantee that the Workers placed with Client pursuant to this Agreement will produce any particular result or any solution to Client's particular needs. Accordingly, Client acknowledges and agrees that SHI is not responsible for any of the Worker's work or the Client's project,

including, without limitation, compliance with any deadlines or work product requirements. SHI shall not be liable for (I) any claims, costs, expenses, damages, obligations or losses arising from or in connection with the acts or omission of any Worker.

Neither party will be liable for any special, punitive, indirect, incidental or consequential damages including, but not limited to, loss of or damage to data, loss of anticipated revenue or profits, work stoppage or impairment of other assets, provided, that, for the avoidance of doubt, any of the foregoing damages arising in connection with obligations of indemnification or confidentiality hereunder shall be deemed to be "direct" damages for which recovery shall not be barred by this paragraph. Except in the case of breach of each party's liability for personal injury/property damage under article entitled, "indemnification", either party's total cumulative liability to the other in connection with this agreement, whether in contract, tort or other theory, will not exceed the total amount of fees actually paid or payable by client to SHI under this agreement for the year previous to the incident which gave cause for such liability. Client acknowledges that such amount reflects the allocation of risk set forth in this agreement and that SHI would not enter into this agreement without these limitations on its liability.

## 8. CLIENT PROPERTY:

## A. Work Product:

- i. Unless otherwise specifically agreed to in an Order, any and all Deliverables created and developed by SHI, its employees or Subcontractors shall be deemed a "work for hire" for the sole benefit of and belonging exclusively to Client. All other intellectual property rights and other proprietary rights in and to the Services, and information, know-how and processes developed by SHI, or anyone acting on SHI's behalf, arising from the Services performed hereunder shall be the sole and exclusive property of SHI and shall not be claimed to be owned by Client or their employees.
  - ii. To the extent any Deliverable is not deemed a "work for

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hire" by operation of law, SHI hereby irrevocably assigns, transfers and conveys to Client all of its right, title and interest in all Deliverables under the Order, including, but not limited to, all rights of patent, copyright, trade secret or other proprietary rights in such Deliverable.

- iii SHI shall provide to Client all Commercially Reasonable assistance, execute such documents, and take all such other actions, which may be reasonably required to perfect the foregoing rights to the Deliverable (including, but not limited to, directing its employees to execute all applications for patents and/or copyrights, assignments, and other papers necessary to secure and enforce Client's rights to such Deliverable).
- Notwithstanding the foregoing, ίV. SHI ownership rights to (1) all of its previously existing intellectual property, including any derivatives, modifications and enhancements thereto, (2) Confidential Information of SHI, and (3) any tools or scripting applications used, developed or created by SHI or its third party licensors during the performance of this Agreement.
- B. Confidentiality: SHI and Client recognizes that while performing its duties under this Agreement, SHI and its Workers and Client respectively may be granted access to certain proprietary and confidential information regarding Client's business, Clients, and employees. SHI and Client respectively shall keep such information confidential (unless compelled to reveal such information by court), and the obligations of this paragraph shall survive the termination of this Agreement. This paragraph does not apply to information that was previously known or information that is available in the public domain.

#### 9. NOTICES:

Α. Manner: Any notice or other communication required or permitted under this Agreement shall be in writing and either delivered personally or sent by overnight courier, or U.S. certified or registered mail, postage prepaid, return receipt requested.

## B. <u>Addressee</u>: Notice shall be addressed to:

SHI:

Software House International ("SHI")

33 Knightsbridge Road

Piscataway, NJ 08854

Client:

City of Long Beach

333 W. Ocean Boulevard

Long Beach, CA 90802

Attn: City Manager

With a copy to:

City of Long Beach

333 W. Ocean Boulevard, 12th Floor

Long Beach, CA 90802

Attn: Jack Ciulla

- C. <u>Delivery</u>: Notice delivered personally shall be deemed given only if acknowledged in writing by the person to whom it is given. Notice sent by overnight courier shall be deemed given on the date shown on the courier's records. Notice that is sent by U.S. certified mail or registered mail shall be deemed given on the date shown on the return receipt.
- D. <u>Changes</u>: Either party may designate, by notice to the other, other substitute addressees, addresses for notices, and thereafter, notices are to be directed to those substitute addresses.

### 10. INSURANCE:

A. As a condition precedent to the effectiveness of this Agreement, Consultant shall procure and maintain, at Consultant's expense for the duration of this Agreement, from insurance companies that are admitted to write insurance in California and have ratings of or equivalent to A:V by A.M. Best Company or from authorized non-admitted insurance companies subject to

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Section 1763 of the California Insurance Code and that have ratings of or equivalent to A:VIII by A.M. Best Company, the following insurance:

- (a) Commercial general liability insurance (equivalent in scope to ISO form CG 00 01 11 85 or CG 00 01 10 93) in an amount not less than One Million Dollars (\$1,000,000.00) per each occurrence and Two Million Dollars (\$2,000,000.00) general aggregate. This coverage shall include but not be limited to broad form contractual liability, cross liability, independent contractors liability, and products and completed operations liability. City, its boards and commissions, and their officials, employees and agents shall be named as additional insureds by endorsement (on City's endorsement form or on an endorsement equivalent in scope to ISO form CG 20 10 11 85 or CG 20 26 11 85), and this insurance shall contain no special limitations on the scope of protection given to City, its boards and commissions, and their officials, employees and agents. This policy shall be endorsed to state that the insurer waives its right of subrogation against City, its boards and commissions, and their officials, employees and agents.
- (b) Workers' Compensation insurance as required by the California Labor Code and employer's liability insurance in an amount not less than One Million Dollars (\$1,000,000.00). This policy shall be endorsed to state that the insurer waives its right of subrogation against City, its boards and commissions, and their officials, employees and agents.
- (c) Professional liability or errors and omissions insurance in an amount not less than One Million Dollars (\$1,000,000.00) per claim.
- (d) Commercial automobile liability insurance (equivalent in scope to ISO form CA 00 01 06 92), covering Auto Symbol 1 (Any Auto) in an amount not less than Five Hundred Thousand Dollars (\$500,000.00) combined single limit per accident.

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B. Any self-insurance program, self-insured retention. deductible must be separately approved in writing by City's Risk Manager or designee and shall protect City, its officials, employees and agents in the same manner and to the same extent as they would have been protected had the policy or policies not contained retention or deductible provisions.

- C. Each insurance policy shall be endorsed to state that coverage shall not be reduced, non-renewed or canceled except after thirty (30) days prior written notice to City, shall be primary and not contributing to any other insurance or self-insurance maintained by City, and shall be endorsed to state that coverage maintained by City shall be excess to and shall not contribute to insurance or self-insurance maintained by Consultant. Consultant shall notify City in writing within five (5) days after any insurance has been voided by the insurer or cancelled by the insured.
- D. If this coverage is written on a "claims made" basis, it must provide for an extended reporting period of not less than one hundred eighty (180) days, commencing on the date this Agreement expires or is terminated, unless Consultant guarantees that Consultant will provide to City evidence of uninterrupted, continuing coverage for a period of not less than three (3) years, commencing on the date this Agreement expires or is terminated.
- E. Consultant shall require that all subconsultants or contractors that Consultant uses in the performance of these services maintain insurance in compliance with this Section unless otherwise agreed in writing by City's Risk Manager or designee.
- F. Prior to the start of performance, Consultant shall deliver to City certificates of insurance and the endorsements for approval as to sufficiency and form. In addition, Consultant shall, within thirty (30) days prior to expiration of the insurance, furnish to City certificates of insurance and endorsements evidencing renewal of the insurance. City reserves the right to require complete

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certified copies of all policies of Consultant and Consultant's subconsultants and contractors, at any time. Consultant shall make available to City's Risk Manager or designee all books, records and other information relating to this insurance, during normal business hours.

- G. Any modification or waiver of these insurance requirements shall only be made with the approval of City's Risk Manager or designee. Not more frequently than once a year, City's Risk Manager or designee may require that Consultant, Consultant's subconsultants and contractors change the amount, scope or types of coverages required in this Section if, in his or her sole opinion, the amount, scope or types of coverages are not adequate.
- The procuring or existence of insurance shall not be H. construed or deemed as a limitation on liability relating to Consultant's performance or as full performance of or compliance with the indemnification provisions of this Agreement.
- INDEMNIFICATION: Each party shall protect, indemnify, defend and 11. hold harmless the other from and against all claims and actions, losses and all expenses (including legal and investigation fees) incidental to such claims or actions arising out of damage to property and/or injury, sickness, or disease to persons (including death), infringement of civil rights or other tortious acts based on the negligent acts or omissions or willful misconduct of either party or anyone acting under the direction or control or on the behalf of the indemnifying party in the course of this Agreement.

The foregoing indemnity shall include all claims made or threatened by, or in the name of or on behalf of the indemnifying party's employees for personal injuries (including death) which arise in the course of their employment; but it shall not apply to any liability ultimately determined to be based upon the negligence of indemnified party. The indemnifying party hereby waives any defense it may otherwise have under applicable Workers Compensation laws.

#### Α. Patent and Copyright Indemnity:

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i. SHI shall, at its own expense, protect, indemnify. defend and hold harmless Client from and against all claims and actions. losses and all expenses (including legal and investigation fees) incidental to such claims or actions and shall pay any award of damages and/or costs assessed against in such claims or actions or proceedings insofar as they are based on any claim or allegation that the Deliverables or the Services provided under this Agreement infringe on any proprietary right, patent or copyright.

- ii. Remedy: If in any action or proceeding, the Deliverable or any portion thereof is held to constitute an infringement, then SHI shall, at its expense and within a reasonable time, either
  - (a) secure for Client the right to use the Services or Deliverable or any portion thereof which is said to be infringing by procuring for Client a license or otherwise, or
  - (b) replace the Service or Deliverable or such portion thereof with non infringing Service or Deliverable, or
  - (C) if remedies a. or b. are not commercially reasonable, remove such infringing Services Deliverable or such portion thereof, and refund the sums paid therefore by Client.

The indemnified party shall have the right, at its sole discretion, on its own behalf, to participate in such defense to whatever extent it deems necessary to protect its own interest and shall cooperate fully with the indemnifying party in any such participation.

The indemnified party shall notify the other of all claims, demands, suits, actions and proceedings for which the indemnifying party has, or potentially has, indemnification responsibility under this Agreement, and shall furnish the indemnifying party all information, authority and assistance needed to enable it to defend the same.

The indemnifying party's defense shall be through counsel selected by it.

Such counsel shall be subject to the indemnified party's approval, which shall not be unreasonably withheld.

## iii. Product Indemnification:

- (a) SHI is a value added reseller ("VAR") of Product, not the OEM or licensor, and therefore disclaims any indemnification responsibility regarding Product provided under this Agreement. SHI shall forward the indemnifications to Client which are provided to SHI by the OEM of the Product and to the extent granted by the OEM, Client shall be the beneficiary of the OEM's indemnifications with respect to the Product. SHI is not a party to any such terms between Client and OEM and Client agrees to look solely to the OEM for satisfaction of any and all indemnification claims related to that OEM's Product.
- (b) The Client acknowledges that no employee of the SHI or its affiliates is authorized to make any representation or warranty or indemnification on behalf of the SHI or any of its affiliates that is not in this Agreement.
- iv. <u>Software License</u>. Software Products resold under this Agreement, as well as related maintenance or support services, will be governed by either the license agreement between Client and the OEM or, if no such agreement exists, the OEM's standard license and support agreements, which SHI shall forward to Client at the time of delivery of the Products, when provided to SHI by the manufacturer. SHI is not a party to any such terms between Client and manufacturer and Client agrees to look solely to the OEM for satisfaction of any and all license and support claims or obligations related to that OEM's Product. Client has made and will make its own selection of the software Products to be ordered hereunder based on its own evaluation of the character of such Products and use needs. SHI

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shall forward to Client all associated documentation provided or made available by the OEM at no additional cost, such as operator/user manuals, training materials, guides, and functional/technical specifications, whether in writing, electronic means or otherwise, (collectively "Documentation").

#### 12. RETURN POLICY:

#### Α. General:

- i. For a Product to be eligible for return, it must be in Resale Condition (one hundred percent (100%) complete, including all original boxes, packing materials, manuals, blank warranty cards, and other accessories provided by the OEM, and the seal on disks intact), and received within the time periods described in this policy.
- ii. If the Product is a special order item or not in Resale Condition, then SHI will accept the return only if the OEM will accept the return from SHI.
- iii. Unless otherwise stated herein, shipping, and if applicable, OEM restocking fees, shall be at Client's cost.
- ίV. If return is due to SHI's error, and the return request is made by Client within thirty (30) calendar days of receipt of Product, then SHI will accept the return at no additional cost to Client.
- If Client ordered the incorrect Product or has decided that it no longer wants the Product, then SHI will accept the return from Client, provided the OEM will accept the return from SHI. OEM charges, if any, will pass to Client. Shipping shall be at Client's cost.
- B. Non-Conforming Product: If Client determines in its reasonable discretion that Products are not in conformance with the description in the Order, then Client may at its option, either:
  - i. Request that SHI promptly initiate an order to replace the non-conforming Product at no cost to Client, in which case SHI will

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order a replacement unit within one (1) business day of notice of nonconformance from Client. Client shall return the Product to SHI, at no cost to Client: or

ii. Terminate the non-conforming portion of the applicable Order. Client shall return the Product to SHI at no cost to Client, and SHI, upon receipt of the Product, shall promptly refund to Client any payments made to SHI therefore.

Provided that the request for such return was made within thirty (30) calendar days of receipt of Product by Client, and that the return will be made in accordance with SHI's RMA process, described below.

- Software License Returns: The OEM's return policy will govern license returns.
- Damage, Defects and DOA: If the Product has concealed D. damage (i.e. there is no evident damage to external packaging), is defective, or dead on arrival (DOA), SHI will accept the return from Client, provided the OEM will accept the return from SHI; in any event, the OEM's policies (which may include processing as a warranty claim) will apply. SHI will order a replacement unit within one (1) business day of notice of damage, defect or DOA from Client.
- E. Shipping Damage: If a package containing Product purchased from SHI arrives at Client Order's ship-to address with external damage, Client should refuse to accept delivery from the carrier. If Client does accept delivery of such a package, Client must:
  - i. note the damage on the carrier's delivery record so that SHI may file a claim;
  - save, as is, the merchandise and the original box and ii. packaging it arrived in; and
  - iii. promptly notify SHI in writing within fifteen (15) calendar days of delivery acceptance to arrange for carrier's inspection and

pickup of the damaged merchandise.

If Client does not comply with the above requirements, Client will be deemed to have accepted the Product as if it had arrived undamaged, and SHI's regular return policy, as described herein, and all OEM warranties and restrictions will apply.

- F. <u>RMA Process</u>: In order for SHI to accept any returns, Client must first obtain from SHI and apply an RMA (Returned Merchandise Authorization) to the returned Product. If a Product is shipped directly to the OEM, distributor, or SHI without an RMA, then SHI shall not be responsible for accepting such return, Product replacement or refund, and such return may void any Client claims on the Product.
- 13. <u>FORCE MAJEURE</u>: Neither party to this Agreement shall be liable to the other for any failure or delay in performing its obligations hereunder, or for any loss or damage resulting therefrom, due to:
  - A. Acts of God or public enemy, acts of government, riots, terrorism, fires, floods, strikes, lock outs, epidemics, act or failure to act by the other party, or unusually severe weather affecting Client, SHI or its subcontractors, or
  - B. Causes beyond their reasonable control and which are not foreseeable. In the event of any such failure or delay, the date of delivery or performance shall be extended for a period equal to the time lost by reason of the delay. The party experiencing the delay shall be prompt in restoring normal conditions, establishing new schedules and resuming operations as soon as the event causing the failure or delay has ceased. SHI shall notify Client promptly of any such delay and shall specify the effect on the Product as soon as practical.

## 14. MISCELLANEOUS:

A. SHI hereby represents and warrants to Client that for the term of this Agreement:

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- i. SHI shall perform the Services in a timely manner and with a high degree of professional skill and care using customarily accepted good and sound professional practices and procedures in the industry.
- ii. SHI will maintain all necessary local, state, and federal licenses and certifications that may be required in order to legally deliver the Product and Deliverables described in the Order(s). SHI understands and acknowledges that SHI is wholly responsible for ensuring compliance with all federal, state, and local laws associated with the delivery of all Services associated with this Agreement and associated Order(s).
- SHI has all rights, approvals, and/or authorizations necessary to perform the Services hereunder, and provide the Product and/or Deliverables.
- iv. SHI is authorized to execute this Agreement, is qualified to perform the Services, and has good title to the materials, supplies and equipment constituting the Services, free from all liens, encumbrances and claims of others.
- The Services and any Deliverables will not contain any computer instructions, circuitry or other technological means whose purpose is to disrupt, damage or interfere with Client's use of the Services. Deliverables or its computer and telecommunications facilities.
- B. Remedy: If a defect occurs or appears in the Deliverables or Services provided hereunder, it shall be presumed that SHI failed to meet such standards, and SHI shall promptly and at its own expense, correct or re-perform any such Services which fail to meet such standards within a reasonable time frame acceptable to Client at no additional cost.

#### C. Warranty of Product:

SHI is a value added reseller ("VAR") of Product, not the OEM or licensor, and therefore disclaims any warranty responsibility

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regarding Product provided under this Agreement. SHI shall forward the warranties to Client which are provided to SHI from the OEM of the Product, and to the extent granted by the OEM, Client shall be the beneficiary of the OEM's warranties with respect to the Product. SHI is not a party to any such terms between Client and OEM and Client agrees to look solely to the OEM for satisfaction of any and all warranty claims related to that OEM's Product.

ii. Client has made and will make its own selection of the Products to be ordered hereunder based on its own evaluation of the character of such Product and its use needs.

Except as otherwise expressly provided in this agreement and/or any order issued hereunder, SHI and its affiliates hereby expressly disclaim all warranties either express or implied, including, but not limited to, any warranty of merchantability or fitness for a particular purpose, warranty of non-infringement, or any warranty relating to third party services, the disclaimer contained in this paragraph does not affect the terms of any warranty provided by an OEM.

- 15. No party shall transfer or assign any or all of its rights or interests under this Agreement or delegate any of its obligations without the prior written consent of the other party; which consent shall not be unreasonably withheld.
- 16. This Agreement shall be governed by and construed pursuant to the laws of the State of California (except those provisions of California law pertaining to conflicts of laws). Any action involving this Agreement shall be brought in the Los Angeles County Superior Court, Long Beach Judicial District.
- 17. This Agreement constitutes the entire understanding between the parties hereto and supersedes all other agreements, whether oral or written, with respect to the subject matter herein.
- 18. In the event that there is any legal proceeding between the parties to enforce or interpret this Agreement or to protect or establish any rights or remedies

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- 19. Subject to applicable laws, rules, and regulations, neither Client nor MIS shall discriminate in the performance of this Agreement on the basis of race, color, religion, national origin, sex, sexual orientation, AIDS, and AIDS related condition, age, disability or handicap, disabled or veteran status.
- 20. The acceptance of the services or the payment of any money by Client shall not operate as a waiver of any provision of, this Agreement, or of any right to damages or indemnity stated in this Agreement. The waiver of any breach of this Agreement shall not constitute a waiver of any other or subsequent breach of this Agreement.
- 21. Termination or expiration of this Agreement shall not affect rights or liabilities of the parties which accrued pursuant prior to such termination or expiration.
- 22. SHI shall not use the name of the City of Long Beach, its officials or employees in any advertising or solicitation for business, nor as a reference, without the prior approval of Client's City Manager or designee.

	1	IN WITNESS WHEREOF, the parties have caused this document to be duly		
	2	executed with all formalities required by law as of the date first stated above.		
OFFICE OF THE CITY ATTORNEY ROBERT E. SHANNON, City Attorney 333 West Ocean Boulevard, 11th Floor Long Beach, CA 90802-4664	3			CUI INTERNATIONAL CORR. a New James
	4			SHI INTERNATIONAL CORP., a New Jersey corporation
	5	June 24th, 200	9	By for An
	6			Joseph Smith
	7	, 200	9	Type or Print Name By
	8			Secretary
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	11 12			CITY OF LONG BEACH, a municipal corporation
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	17	This Agreement is approved as to form on, 2009.		
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