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# **THE PUBLIC SECTOR DIGEST INC.**

148 FULLARTON STREET, SUITE 1410, LONDON, ONTARIO N6A 5P3  
PHONE: (519) 690-2565 • FAX: (519) 649-2010

## **Asset Management Initiative**

### **GIS**

#### **Town of Minto**

**January 31, 2017**

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**1. Contact List:      Town of Minto (“Client”)**

Name	Title	Tel	E-mail
Gord Duff	Treasurer/Deputy CAO	519 338-2511 EXT 235	<a href="mailto:gordon@town.minto.ca">gordon@town.minto.ca</a>

**Contact List:      Public Sector Digest (“PSD”)**

Name	Title	Tel	E-mail
Matthew Van Dommelen	General Manager, Business Development	519-690-2565 Ext. 2410	<a href="mailto:mvd@publicsectordigest.com">mvd@publicsectordigest.com</a>

**Document Revision History:**

January 31, 2017

Version 1.0

**2. Statement of Confidentiality:**

This document has been prepared specifically for the Client.

The PSD shall treat as confidential all information obtained by PSD for and from the Client as well as all information compiled by PSD under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

This proposal and all of its associated pricing shall remain valid for 30 calendar days from the date of issue indicated below.

Date of Issue: January 31, 2017

PROFESSIONAL SERVICES WITH PURCHASE OF SOFTWARE		
SERVICE	LICENSE	ANNUITY
CITYWIDE GIS SOFTWARE (LICENCE FEE AND IMPLEMENTATION)	\$8,500.00	\$1,500.00
TRAINING (1 DAY OF ADMINISTRATOR AND END USER TRAINING)	\$1,500.00	
<b>TOTAL</b>	<b>\$11,500.00</b>	

### 3. Terms of Payment – Project:

- Clients will be invoiced in 2 equal monthly payments of the total amount of products and services plus applicable taxes. In the majority of cases it is anticipated that the available funding will satisfy all or at the least the majority of the total project costs.
- Annual Software Support and Web Hosting (12 month Period) are billed 30 days following the execution of the project charter.
- Taxes are extra where applicable. (GST/PST/HST)
- PSD expenses including airfare, mileage, accommodation, meals, and ground transportation are extra where applicable and subject to prior written approval by the Client.
- Annual Software Support/Version Protection as well as the Annual Web Hosting Fee will be limited to a maximum annual escalation of 5%.

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#### 4. Authorization

This proposal shall be deemed to have come into force when executed by representatives authorized to bind the respective corporations; The Town of Minto and The Public Sector Digest Inc.

Terms and Assumptions Accepted

BETWEEN:

Town of Minto  
5941 Highway 89  
Harriston, Ontario N0G 1Z0

The Public Sector Digest Inc.  
148 Fullarton Street, Suite 1410  
London, Ontario, N6A 5P3

By: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

By: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)