



# Huntsville, Alabama

305 Fountain Circle  
Huntsville, AL 35801

## Cover Memo

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**Meeting Type:** City Council Regular Meeting **Meeting Date:** 6/26/2025

**File ID:** TMP-5653

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**Department:** Finance

**Subject:**

**Type of Action:** Approval/Action

Resolution authorizing the Mayor to execute Modification No 2 to the Master Service Agreement for Staffing Services between the City of Huntsville and Insight Global LLC for the provision of temporary professional personnel that require a high degree of professional skills, knowledge, and abilities.

Resolution No.

**Finance Information:**

**Account Number:** Varies depending on department.

**City Cost Amount:** \$ Varies

**Total Cost:** \$ Varies

**Special Circumstances:**

**Grant Funded:** \$ N/A

**Grant Title - CFDA or granting Agency:** N/A

**Resolution #:** N/A

**Location: (list below)**

**Address:** N/A

**District:** District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

**Additional Comments:**

Initial Master Service Agreement for Staffing Services was awarded July 17, 2022, pursuant to Resolution No. 22-497 with an initial term of three (3) years.

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the City of Huntsville entered into Master Service Agreement for Staffing Services (the "Agreement") with Insight Global, LLC on July 14, 2022, pursuant to Resolution No. 22-497; and

**WHEREAS**, the Agreement had an initial term of three (3) years that commenced on June 23, 2022, and is set to expire June 22, 2025; and

**WHEREAS**, the Agreement did not include a provision for the parties to extend the Agreement for additional terms.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Huntsville authorizes the Mayor to execute Modification No. 1 to permit: (1) extension of the Agreement for an additional one (1) year term; (2) inclusion of a provision providing the City an option to extend the Agreement for two (2) subsequent one (1) year terms; and (3) inclusion of a provision that Insight Global shall bill the City in accordance with the pricing structure established by Omnia Partners purchasing cooperative contract #2021003051.

**ADOPTED** this the 26th day of June, 2025.

\_\_\_\_\_  
President of the City Council of  
the City of Huntsville, Alabama

**APPROVED** this the 26th day of June, 2025.

\_\_\_\_\_  
Mayor of the City of Huntsville, Alabama

**Modification No. 1 to Master Service Agreement for Staffing Services**  
**Between the City of Huntsville, Alabama and**  
**The Insight Global, LLC**

**MODIFICATION NO. 1 TO MASTER SERVICE AGREEMENT**  
**FOR STAFFING SERVICES**

This Modification No. 1 to Master Service Agreement for Staffing Services (this “Modification”) is made and entered into on the 26<sup>th</sup> day of June 2025, by and between the **City of Huntsville**, a municipal corporation in the State of Alabama, hereinafter referred to as the “City,” and **Insight Global, LLC**, hereinafter referred to as “Insight Global”.

**WITNESSETH:**

**WHEREAS**, the City and Insight Global entered into a Master Service Agreement for Staffing Services (the “Agreement”) awarded pursuant to Resolution No. 22-497 at the July 14, 2022, Huntsville City Council meeting; and

**WHEREAS**, the Agreement had an initial term of three (3) years commencing on June 23, 2022 and expiring June 22, 2025; and

**WHEREAS**, the Agreement did not include a provision for the parties to extend the Agreement for additional terms.

**NOW THEREFORE**, in consideration of the mutual promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree to modify the Agreement as follows:

1. Extend the Agreement for an additional one (1) year term
2. Add a provision providing the City an option to extend the Agreement for two (2) subsequent one (1) year terms
3. Add a provision that Insight Global shall bill the City in accordance with the pricing structure established by Omnia Partners purchasing cooperative contract #2021003051.

**IN WITNESS WHEREOF**, the parties hereunto enter into and commence this Agreement on the date written above.

I affirm that I understand and agree that any form of electronic signature, including but not limited to signatures via facsimile, scanning, or electronic mail, may substitute for the original signature and shall have the same legal effect as the original signature.

**INSIGHT GLOBAL, LLC**

By: Annie Saint  
Annie Saint  
\_\_\_\_\_  
Print Name  
Account Manager  
\_\_\_\_\_  
Title

**CITY OF HUNTSVILLE, ALABAMA**

By: \_\_\_\_\_  
  
Tommy Battle  
\_\_\_\_\_  
Print Name  
Mayor  
\_\_\_\_\_  
Title

**ATTEST**

By: \_\_\_\_\_  
  
Shaundrika Edwards  
\_\_\_\_\_  
Print Name  
City Clerk  
\_\_\_\_\_  
Title