



# Monterey County

Item No.

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 21-946

January 11, 2022

Introduced: 10/28/2021

Current Status: Draft

Version: 1

Matter Type: General Agenda Item

- a. Approve and authorize Contracts/Purchasing to sign a renewal and retroactive Agreement with Municode, LLC (Municode, LLC) previously doing business as Municipal Code Corporation for a term of July 1, 2021 through June 30, 2025 in an amount not to exceed \$50,000 (\$12,500 per calendar year), to provide Codification of Monterey County Ordinances in the Monterey County Code; and,
- b. Approve and authorize the Clerk of the Board to execute up to three (3) future annual extensions of this Agreement where each extension does not exceed \$50,000 and is without significant changes to the scope of work.

RECOMMENDATION:

- a. Approve and authorize Contracts/Purchasing to sign a renewal and retroactive Agreement with Municode, LLC (Municode LLC) previously doing business as Municipal Code Corporation for a term of July 1, 2021 through June 30, 2025 in an amount not to exceed \$50,000 (\$12,500 per calendar year), to provide Codification of Monterey County Ordinances in the Monterey County Code; and,
- b. Approve and authorize the Clerk of the Board to execute up to three (3) future annual extensions of this Agreement where each extension does not exceed \$50,000 and is without significant changes to the scope of work.

SUMMARY/DISCUSSION:

The Monterey County Clerk of the Board's office maintains electronic records of its ordinances approved by the Board of Supervisors through Municode, LLC (Municode LLC) previously doing business as Municipal Code Corporation. The Municode, LLC (Municode, LLC) previously doing business as Municipal Code Corporation is a software system in which the public can access these records online promoting transparency to County records.

Retroactive approval is sought to cover prior services received in calendar year 2021.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved the Agreement as to form.

FINANCING:

The agreement with Municode, LLC (Municode, LLC) previously doing business as Municipal Code Corporation will be funded through the Clerk of the Boards Unit 8020. Funding for the Agreement is included in the FY 2020-2021 approved Budget. Approval of the recommended action will have no additional impact on the County General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:


The request to enter into this agreement supports the County's Administration policy because it allows the department to operate in an efficient and cost-effective manner by having reliable case management

software for recording Monterey County ordinances and allow for public access and transparency.

The items included in this report relate to the Board of Supervisors Strategic Initiatives in Administration:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Valerie Ralph, Clerk of the Board, Extension 5842

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 12/17/2021 | 6:46 AM PST  
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Approved by: Dewayne Woods, Asst. CAO, Extension 5309

Attachments:

Board Report

Contract Municipal Code Corporation (Municode) 2015 - 2018 with Exhibit A  
Amendment No. 1 2018 - 2021

Certificate of Insurance