



# County of Monterey

Item No.

## Board Report

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

Legistar File Number: A 25-210

June 10, 2025

Introduced: 5/27/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Authorize the Chief Information Officer or his designee to execute Amendment No. 9 to Agreement No. A-12700 with Granicus, Inc., to extend the agreement for an additional three (3) years from July 1, 2025 to June 30, 2028, and add \$266,289 for a revised agreement total of \$1,084,432; and
- b. Authorize non-standard terms and conditions based on the recommendation of the Chief Information Officer; and
- c. Authorize the Chief Information Officer, or his designee, to execute order forms and such documents as are necessary to implement the Amendment No. 9 with Granicus, Inc.; and
- d. Authorize the Chief Information Officer the option to extend the agreement up to three (3) additional one (1) year periods through June 30, 2031, and sign associated Order Forms, provided that the total additional costs do not exceed ten percent of the prior year's cost, with a maximum total increase of \$334,466, for a total agreement not to exceed amount of \$1,418,898, and so long as the Order Forms do not significantly alter the terms of the Services Agreement, even if no additional Agreements are entered into, subject to County Counsel review.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Chief Information Officer or his designee to execute Amendment No. 9 to Agreement No. A-12700 with Granicus, Inc., to extend the agreement for an additional three (3) years from July 1, 2025 to June 30, 2028, and add \$266,289 for a revised agreement total of \$1,084,432; and
- b. Authorize non-standard terms and conditions based on the recommendation of the Chief Information Officer; and
- c. Authorize the Chief Information Officer, or his designee, to execute order forms and such documents as are necessary to implement the Amendment No. 9 with Granicus, Inc.; and
- d. Authorize the Chief Information Officer the option to extend the agreement up to three (3) additional one (1) year periods through June 30, 2031, and sign associated Order Forms, provided that the total additional costs do not exceed ten percent of the prior year's cost, with a maximum total increase of \$334,466, for a total agreement not to exceed amount of \$1,418,898, and so long as the Order Forms do not significantly alter the terms of the Services Agreement, even if no additional Agreements are entered into, subject to County Counsel review.

### SUMMARY/DISCUSSION:

The County of Monterey has had an agreement with Granicus to provide an Agenda Management System through its Legistar platform. Legistar is a comprehensive legislative management software utilized by all County departments to effectively oversee and coordinate the County's legislative process. The system enables users to create legislative items with ease, facilitates rapid approvals through an automatic workflow, and send notifications to relevant parties when items are ready for

review. Additionally, Legistar supports the seamless publication of agendas and minutes to the County's website, thereby enhancing accessibility, transparency and public engagement. To ensure the uninterrupted functionality and continued integration of this critical system, the Chief Information Officer recommends that the Board approve Amendment no. 9 to the existing agreement. This amendment will extend the agreement term by an additional three years, allowing the County to maintain uninterrupted use of the Legistar platform and continue benefiting from its workflow efficiencies and public transparency features.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the agreement and approves as to legal form. Auditor-Controller's Office reviewed the contract but does not agree to the non-standard payment provisions.

FINANCING:

The \$75,917.70 necessary for the first year of this Amendment has been included in the FY 2025-2026 Requested Budget for the Information Technology Department, ITD 1930, Appropriation INF002 and reimbursed by the Clerk of the Board's department 1300-8020-6603 (COB001). Transactions relating to each fiscal year will be included in each Departments' respective Requested Budgets.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Amendment No 9 with Granicus provides the ability to continue the use of Legistar, which supports County business workflow.

☐ Economic Development  
☒ Administration  
☐ Health & Human Services  
☒ Infrastructure  
☐ Public Safety

Prepared by: Sandra Shaffer, Management Analyst III, 759-6957

Approved by: Eric A. Chatham, Chief Information Officer, 759-6920

Attachments:

Granicus Amendment 9  
Granicus Amendment 8  
Granicus Amendments 1-7  
Granicus Original Agreement  
Exhibit A-9 Summary