



# County of Monterey

**Item No.22**

## Board Report

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

**Legistar File Number: A 24-455**

**October 08, 2024**

**Introduced:** 9/20/2024

**Current Status:** General Government -  
Consent

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve and authorize the Chief Information Officer to sign a non-standard Agreement with the CitySpark Incorporated for SceneThink Events Portal license for the term of October 8, 2024, through August 31, 2027, in an amount not to exceed \$10,000; and
- b. Authorize the Chief Information Officer to sign up to two (2) amendments to this agreement of one (1) year each, provided additional costs do not exceed 10% of the prior year subject to County Counsel review and provided the terms of the agreement remain substantially the same, bringing the maximum compensation Not to Exceed amount to \$15,544. (REVISED VIA SUPPLEMENTAL)

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Chief Information Officer to sign a non-standard Agreement with the CitySpark Incorporated for SceneThink Events Portal license for the term of October 8, 2024, through August 31, 2027, in an amount not to exceed \$10,000; and
- b. Authorize the Chief Information Officer to sign up to two (2) amendments to this agreement of one (1) year each, provided additional costs do not exceed 10% of the prior year subject to County Counsel review and provided the terms of the agreement remain substantially the same, bringing the maximum compensation Not to Exceed amount to \$15,544.

### SUMMARY:

CitySpark Incorporated will provide an online events license subscription called SceneThink Events Portal. The proposed platform will standardize a calendar of events on the County's website.

### DISCUSSION:

In March 2024, the County of Monterey Board of Supervisors approved the G-239 Web Authoring Policy which includes paragraph 3.5 County Calendar stating that "All departments are required to post public meetings to the public facing County Calendar on the main County Website, regardless of having their own procured event management solution."

In collaboration with the County Communications Team of the County Administrative Office, ITD selected SceneThink by CitySpark Incorporated, for the County Event Calendar. SceneThink is a fully responsive and interactive platform that enables County Departments to add events to the County Event Calendar. With SceneThink, website visitors will be able to search, sort, and filter event information on the County Event Calendar.

OTHER AGENCY INVOLVEMENT:

County Counsel and the Risk Manager reviewed and approved as to non-standard insurance terms. County Counsel reviewed and approved this agreement as to legal form, and the Auditor-Controller reviewed and approved as to payment provisions.

FINANCING:

ITD has sufficient appropriations to support the FY 2024-25 cost of this Agreement within the FY 2024-25 Adopted Budget, ITD 1930, Appropriations Unit INF002. As this is an Enterprise service for all County departments, future year costs of this Agreement will be included in Enterprise costing and will be included with each department's respective fiscal year budget submission.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed license subscription, SceneThink Events Portal will provide the County and the community with efficient current up to date events.

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

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

Approved by:

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Eric A. Chatham, Chief Information Officer, 759-6920

Attachments:

- CitySpark Agreement 2024-2027
- CitySpark Exhibit A and B