



## Monterey County

### Board Order

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

**Agreement No.: A-12700**

Upon motion of Supervisor Potter, seconded by Supervisor Salinas and carried by those members present, the Board of Supervisors hereby:

- a. Approved and authorized the Contracts/Purchasing Officer to execute Amendment No. 1 to Agreement No. A-12700 with Granicus, Inc. in the amount of \$66,277 for the period of July 1, 2014 through June 30, 2015, \$68,411 yearly for the period of July 1, 2015 through June 30, 2019, and \$10,000 annually for consulting services on an "as-needed" basis for a cumulative total of \$349,921 for the provision of the Boards and Commissions module to the existing software subscription and hosting which is part of a comprehensive services package to include storage and archiving, and audio/video streaming of Board of Supervisor's, Planning Commission, and LAFCO meetings which take place in Monterey County;
- b. Approved non-standard terms and conditions based on the recommendation of the Director of ITD and the Clerk of the Board;
- c. Authorized the Contracts/Purchasing Officer to sign two future amendments to this Agreement with the same Agreement terms; and
- d. Authorized the Auditor-Controller to transfer funds from Fund 020-2883 PEG Funds upon request from the Information Technology Department as expended.

**PASSED AND ADOPTED** on this 26th day of August 2014, by the following vote, to wit:

**AYES:** Supervisors Armenta, Calcagno, Salinas, Parker and Potter  
**NOES:** None  
**ABSENT:** None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 77 for the meeting on August 26, 2014.

Dated: August 29, 2014  
File Number: 14-874

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By

Deputy



# Monterey County

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

## Board Report

Legistar File Number: 14-874

Agenda Date: August 26, 2014

Introduced: 7/24/2014

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

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- b. Approve non-standard terms and conditions based on the recommendation of the Director of ITD and the Clerk of the Board;
- c. Authorize the Contracts/Purchasing Officer to sign two future amendments to this Agreement with the same Agreement terms; and
- d. Authorize the Auditor-Controller to transfer funds from Fund 020-2883 PEG Funds upon request from the Information Technology Department as expended.

### RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

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- b. Approve non-standard terms and conditions based on the recommendation of the Director of ITD and the Clerk of the Board;
- c. Authorize the Contracts/Purchasing Officer to sign two future amendments to this Agreement with the same Agreement terms; and
- d. Authorize the Auditor-Controller to transfer funds from Fund 020-2883 PEG Funds upon request from the Information Technology Department as expended.

### SUMMARY/DISCUSSION:

Granicus, Inc. is a vendor that provides software and hardware solutions for the Clerk of the Board which streamlines the processes associated with setting up agendas, audio/video

streaming of the public meetings held in the board chambers, archiving and storage of the content of the meetings to include documents shared during the meetings. In addition, Granicus, Inc. also manages the Government Channel webpage which provides information to the public regarding the Government Channel program schedule as well as access to previous programming broadcast on the channel.

It is the recommendation of the Director of Information Technology in conjunction with the Clerk of the Board to implement a Boards and Commissions software application to the existing Granicus Solution. The Boards and Commissions software application module will allow the County of Monterey to manage government body appointments, vacancies, and applications online. The residents of Monterey County will be able to view the boards and commissions, identify vacancies, and apply for boards and commissions positions online. The proposed module will support the continued efforts of the Board of Supervisors to establish transparency and ensuring that the public is informed of active public bodies and memberships. The proposed Amendment No. 1 to Agreement A-12700 incorporates the monthly recurring fee for the proposed Boards and Commissions software module to the existing recurring cost for the Granicus and Legistar software currently utilized by the County of Monterey.

**OTHER AGENCY INVOLVEMENT:**

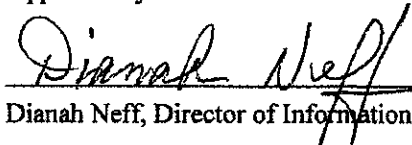
The Agreement was not approved by County Counsel due to the presence of the following non-standard and unacceptable terms/conditions recommended by the vendor in the original Agreement No. A-12700. The Agreement is on file with the Clerk of the Board.

**FINANCING:**

The funds for the Agreement have been included in the FY 2014-15 Recommended Budget for the Information Technology Department, ITD 1930, Unit 8436, 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 respective Recommended Budget.

Prepared by: Sarah House, Management Analyst, 755-5108

Approved by:

  
\_\_\_\_\_  
Dianah Neff, Director of Information Technology

Dated: July 31, 2014

Attachments: Amendment No. 1  
Original Agreement

**AMENDMENT # 1 TO STANDARD AGREEMENT  
BETWEEN  
THE COUNTY OF MONTEREY &  
GRANICUS, INC.**

This Amendment # 1 to STANDARD AGREEMENT (Agreement) is made and entered into by and between the **County of Monterey**, a political subdivision of the State of California, hereinafter referred to as "**County**", and **Granicus, Inc.**, hereinafter referred to as "**CONTRACTOR**".

WHEREAS, on or about July 1, 2014 the County and CONTRACTOR entered into a contract to facilitate the streaming and distribution of live and archived digital media content and agenda management, software maintenance and support, and software hosted licensing for the Legistar Enterprise and Granicus Open Platform; and,

WHEREAS, County and CONTRACTOR wish to amend the Agreement to add the Boards and Commissions Application online tool for the provision of the Boards and Commissions module to the existing software hosted licensing application and increase the Agreement amount to compensate CONTRACTOR to reflect that additional module;

NOW THEREFORE, **Effective July 1, 2014**, County and CONTRACTOR hereby agree to amend Agreement as follows:


1. All references to Exhibit A in the Agreement shall be replaced with Exhibit A-1.
2. Section 15 shall be deleted in its entirety and replaced with, "This Agreement consists of this Service Agreement as well as the following Exhibits, which are incorporated herein by reference as indicated:

Exhibit A-1:    Proposal  
Exhibit B:       Support Information  
Exhibit C:       Trademark Information  
Exhibit D:       Termination or Expiration Options Regarding Content"

3. **EXHIBIT A, "Proposal"** shall be deleted in its entirety and shall be replaced with Exhibit A-1, "Proposal"..
4. If there is any conflict or inconsistency between the provisions of the AGREEMENT, or this AMENDMENT, the provisions of this AMENDMENT shall govern. A copy of this AMENDMENT shall be attached to the original AGREEMENT, as it may have been previously amended. Except as provided herein, all remaining terms, conditions, provisions, entitlements and obligations of the original AGREEMENT shall remain unchanged and unaffected by this AMENDMENT and shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have executed the AMENDMENT No. 1 as of the date set forth below their respective signatures.

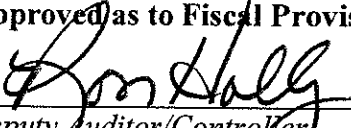
COUNTY OF MONTEREY

  
\_\_\_\_\_  
Contracts/Purchasing Officer

DeAundra Lewelling, MBA  
Deputy Purchasing Agent  
County of Monterey

Dated: 9.17.14

Approved as to Fiscal Provisions:

  
\_\_\_\_\_  
Deputy Auditor/Controller

Dated: 9/15/14

Approved as to Form:

\_\_\_\_\_  
Deputy County Counsel

Dated: \_\_\_\_\_

GRANICUS, INC.

By:   
\_\_\_\_\_  
Signature of Chair, President, or  
Vice-President

Tom Spengler, CEO  
\_\_\_\_\_  
Printed Name and Title

Dated: 07/23/2014

By:   
\_\_\_\_\_  
(Signature of Secretary, Asst. Secretary, CFO,  
Treasurer or Asst. Treasurer)\*

Emery Jones, Secretary and CFO  
\_\_\_\_\_  
Printed Name and Title

Dated: 07/23/2014

**EXHIBIT A-1  
PROPOSAL**

**July 1, 2014 – August 31, 2014**

<b>Total Monthly Maintenance For Managed Services</b>	
<b>Product</b>	<b>Monthly Cost</b>
Agenda Parser – Parser support & maintenance	\$125.00
Agenda Integration – Agenda partner integration support	\$150.00
Audio Podcasting Services	\$200.00
Document Templates – Support & maintenance	\$100.00
MinutesMaker – Support and maintenance	\$275.00
Outcast Encoder support & maintenance	\$80.00
Stream Replicator – Support & maintenance	\$180.00
Bandwidth & Storage – for video streaming	\$500.00
<b>Subtotal Monthly – Managed Services</b>	<b>\$1,610.00</b>
<b>3% Discount</b>	<b>\$48.30</b>
<b>Total Revised Monthly Managed Services</b>	<b>\$1,561.70</b>

<b>MGTVonline.com Webpage Support</b>	
Original Programming Portal – Integration support & maintenance	\$107.20
<b>3% Discount</b>	<b>\$3.22</b>
<b>Total Revised Monthly Managed Service for Webpage Support</b>	<b>\$103.98</b>

<b>Agenda Management and Open Platform</b>	
<b>Software as a Service Hosted licensing</b>	<b>Monthly Cost</b>
<b>Legistar Enterprise (Hosted)</b>	
Agenda Workflow, Tracking, and Management	
InSite public Web Portal	\$1,960.00
Disaster Recovery Module	
<b>Transition to Granicus Open Platform, Government</b>	
Transparency & Meeting Efficiency	
Onsite Encoding Server w/ability to stream to mobile devices.	
Unlimited meeting bodies with indefinite retention schedules	
Word addin integration for minutes annotation iLegislate – Ipad	\$700.00
Agenda Notation for members.	
Granicus Citizen Participation Suite	\$400.00
<b>Subtotal– Legistar Enterprise, Open Platform, and Citizen Participation Suite</b>	<b>\$3,060</b>
<b>3% Discount</b>	<b>\$91.80</b>
<b>Total Monthly – Legistar Enterprise, Open Platform, and Citizen Participation Suite</b>	<b>\$2,968.20</b>

September 1, 2014 – June 30, 2019

Total Monthly Maintenance For Managed Services	
Product	Monthly Cost
Agenda Parser – Parser support & maintenance	\$125.00
Agenda Integration – Agenda partner integration support	\$150.00
Audio Podcasting Services	\$200.00
Document Templates – Support & maintenance	\$100.00
MinutesMaker – Support and maintenance	\$275.00
Outcast Encoder support & maintenance	\$80.00
Stream Replicator – Support & maintenance	\$180.00
Bandwidth & Storage – for video streaming	\$500.00
<b>Subtotal Monthly – Managed Services</b>	<b>\$1,610.00</b>
<b>3% Discount</b>	<b>\$48.30</b>
<b>Total Revised Monthly Managed Services</b>	<b>\$1,561.70</b>

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<b>Legistar Enterprise (Hosted)</b>	
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InSite public Web Portal	\$1,960.00
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<b>Transition to Granicus Open Platform, Government</b>	
Transparency & Meeting Efficiency	
Onsite Encoding Server w/ability to stream to mobile devices.	
Unlimited meeting bodies with indefinite retention schedules	
Word addin integration for minutes annotation iLegislate – Ipad	\$700.00
Agenda Notation for members.	
Granicus Citizen Participation Suite	\$400.00
Boards and Commissions Module	\$1,100.00
<b>Subtotal– Legistar Enterprise, Open Platform, and Citizen Participation Suite</b>	<b>\$4,160</b>
<b>3% Discount</b>	<b>\$124.80</b>
<b>Total Monthly – Legistar Enterprise, Open Platform, and Citizen Participation Suite</b>	<b>\$4,035.20</b>

- Invoices will be submitted to County quarterly which entitles County to 3% discount. The maximum yearly amount and under this Agreement will be as follows:

<b>Term</b>	<b>Monthly</b>	<b>Subtotal</b>
July 1, 2014 – August 31, 2014	\$4,633.88	\$ 9,267.76
September 1, 2014 - June 30, 2015	\$5,700.88	\$ 57,008.80
<b>Total Recurring Cost: July 1, 2014 – June 30, 2015</b>		<b>\$66,276.56</b>
July 1, 2015 – June 30, 2016	\$5,700.88	\$ 68,410.56
July 1, 2016 – June 30, 2017	\$5,700.88	\$ 68,410.56
July 1, 2017 – June 30, 2018	\$5,700.88	\$ 68,410.56
July 1, 2018 – June 30, 2019	\$5,700.88	\$ 68,410.56
September 1, 2014 - June 30, 2019	Consulting/Professional Svcs.*	\$ 10,000.00
<b>Total Agreement Amount</b>		<b>\$ 349,918.80</b>

\*Consulting services will be services not covered under the monthly recurring software maintenance support and hosting. This will be on an "as-incurred" basis and as approved by County.