



County of Monterey

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

Board Report

File #: 14-874, Version: 1

- a. Approve and authorize 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. 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:

- a. Approve and authorize 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. 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