



# County of Monterey

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

## Board Report

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**File #:** A 21-377, **Version:** 1

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- a. Approve and authorize the Director of Information Technology to execute a non-standard Agreement with Granicus, LLC for govAccess Plus Edition Content Management System (CMS) Subscription Services to support Monterey County's website in the sum of \$45,000 for the term of September 1, 2021 to August 31, 2024; and
- b. Accept the non-standard language as recommended by the Director of Information Technology; and
- c. Authorize the Director of the Information Technology to sign order confirmations on an as-needed basis pursuant this Agreement; and
- d. Authorize the Director of the Information Technology Department to sign up to two (2) amendments to this Agreement, subject to County Counsel review, which extend services by one (1) year each, where any increased costs do not exceed 10% of the original contract amount (\$4,500), per amendment, and do not significantly alter the terms of the Agreement, including non-standard terms approved by the Board.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of Information Technology to execute a non-standard Agreement with Granicus, LLC for govAccess Plus Edition Content Management System (CMS) Subscription Services to support Monterey County's website in the sum of \$45,000 for the term of September 1, 2021 to August 31, 2024; and
- b. Accept the non-standard language as recommended by the Director of Information Technology; and
- c. Authorize the Director of the Information Technology to sign order confirmations on an as-needed basis pursuant this Agreement; and
- d. Authorize the Director of the Information Technology Department to sign up to two (2) amendments to this Agreement, subject to County Counsel review, which extend services by one (1) year each, where any increased costs do not exceed 10% of the original contract amount (\$4,500), per amendment, and do not significantly alter the terms of the Agreement, including non-standard terms approved by the Board.

### SUMMARY:

It is requested that the Board of Supervisors authorize the Director of Information Technology to sign a non-standard Agreement with Granicus, LLC to provide govAccess Plus Edition CMS Software subscription, maintenance, support, and hosting for the County's website.

### DISCUSSION:

The County's website is used by all County Departments to provide information to residents, visitors, current and potential businesses of Monterey County. It provides a means to request for services, register businesses, report issues, contact their Supervisor, as well as pay for taxes and fees. During emergencies, the County website is updated to provide the public with pertinent immediate guidelines. In addition, the County's website provides County employees access to their email, calendars and County address book.

It is critical for the County website to be reliable and available 24 hours a day every day from any device.

The proposed agreement provides the crucial support for the County website, which includes an ongoing

subscription to govAccess Plus Edition CMS ensuring the County website is equipped with the latest tools and technologies.

Granicus LLC also provides hosting services for the County website on the Granicus cloud allowing the County website to remain available 24 hours per day with measures that include continuity of services in the event a natural disaster affects the County or state.

The proposed agreement does contain non-standard language, which is not standard to the County, but standard in the industry, and poses minimal liability as recommended by the Director of Information Technology.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed the agreement with Granicus, LLC. and does not approve the non-standard contract terms.

**FINANCING:**

The funds for payment of the costs of this Agreement have been included in the Fiscal Year 2021-2022 Approved Budget for the Information Technology, ITD 1930, Appropriation Unit INF002. All future year costs will be included in the submitted budget for each of the respective fiscal years.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

The services provided pursuant to this agreement will support the maintenance and hosting for the County's website.

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

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

Approved by:

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Date: \_\_\_\_\_  
Eric A. Chatham, Director of Information Technology, 759-6920

**Attachments:**

Granicus LLC Master Agreement  
Granicus LLC Order Form