



Legislation Text

File #: 19-363, **Version:** 1

Staff Report for a Resolution of the City Council of the City of San Leandro Ratifying an Agreement with Granicus for Services and Authorizing an Amendment No. 1 to the Agreement for Additional Services in the Amount of \$7,938.54 and to Extend the Term of the Agreement to June 30, 2020 and for the Total Amount of \$46,708.50

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council ratify an agreement with Granicus for services provided and authorizes an Amendment No. 1 to the agreement for additional services to be added for \$7,938.54 and to extend the new and amended agreement through June 30, 2020. The total cost of the amended agreement is \$46,708.50 for fiscal year 2019-20.

BACKGROUND

The City of San Leandro has maintained an annual contract with Granicus since 2010-11.

Analysis

The City of San Leandro subscribes to a suite of products from Granicus, including the following:

- Open Platform Suite: agenda and records archives;
- Government Transparency Suite: streaming of meetings;
- Website Hosting (Civica): City's website content management system (CMS)
- Boards and Commissions: a module for managing appointments and applications to boards and commissions;
- Meeting Efficiency Suite: managing minutes and meeting information;
- Legistar: legislative agenda management software.

Staff recommends adding DisclosureDocs and CampaignDocs modules, which manage the conflict of address filing and campaign filing processes, respectively.

Together, this suite of products is vital to the City Clerk's and City Manager's Offices for creating, managing, approving, maintaining, and archiving accurate legislative records and files, in addition to the reliance of all City departments for creating and approving materials for legislative meeting agendas. In addition, the Civica CMS is the core system for managing and hosting the City's website.

Legal Analysis

The City Attorney's office reviewed and approved the amendments to the agreement.

Fiscal Impacts

The additional cost of Amendment No. 1 to the agreement is \$7,938.54, for a total cost in 2019-20 of \$46,708.50.

Budget Authority

The Finance Director has determined there are sufficient funds in the 2019-20 adopted operating budget, Account 688-13-001-5311, for payment of the agreement and amendment no. 1.

PREPARED BY: Tony Batalla, Chief Technology Officer, City Manager's Office
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