



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 6/18/2019

Agenda Placement: 6NN

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Jon Gjestvang - Chief Information Officer  
Information Technology Services  
**REPORT BY:** Shawn Smith, Supervising Staff Services Analyst - 707.259.8665  
**SUBJECT:** Amendment No. 6 to Agreement 170139B with Granicus, Inc.

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### **RECOMMENDATION**

Chief Information Officer requests approval of and authorization for the Chair to sign Amendment No. 6 to Agreement No. 170139B with Granicus, Inc. for a maximum amount of \$83,836 for the term of July 1, 2019 through June 30, 2022 to provide ongoing system management of the Granicus internet broadcasting of public meetings.

### **EXECUTIVE SUMMARY**

Napa County originally entered into an agreement with Granicus, Inc. on June 1, 2007, to provide training, installation, configuration and ongoing system maintenance for software, video and data storage services that allow residents to watch Board of Supervisors, Board of Equalization, Napa County Housing Authority and various other district meetings online, live and archived, through the County's website. The agreement has been amended five times to add the streaming of the Planning Commission meetings, LAFCO meetings, for development of the County's Granicus webpage, and to add the Granicus Encoding Appliance and Word Add-In.

The requested action today is to approve the sixth amendment that will continue the agreement with Granicus Inc. for ongoing system maintenance, and increase the contract amount to a total cost of \$83,836 over the next three fiscal years.

Granicus, Inc. is not a local vendor.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      Yes

Is it currently budgeted? Yes

Where is it budgeted? Information Technology Services.

Is it Mandatory or Discretionary? Discretionary

Discretionary Justification: This technology allows residents to watch the Board of Supervisors', the Board of Equalization, Napa County Housing Authority, and various other district meetings online, live and archived, through the County's website. It provides public information, government transparency, and improved services to residents. All meeting videos contain relevant supporting documentation, like meeting agendas and minutes, allowing the public to stay well-informed on the decisions affecting their community. Negotiated annual fixed rates have been locked in for better pricing as shown below:

<b>Fiscal Year</b>	<b>Contract Maximum</b>
FY2019-2020	\$26,077
FY2020-2021	\$27,903 (auto-renewal)
FY2021-2022	\$29,856 (auto-renewal)

Is the general fund affected? No

Future fiscal impact: The on-going annual maintenance cost will be included in the ITS Cost Allocation.

Consequences if not approved: The public will be unable to watch the meetings online, live and archived, through the County's website.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Napa County originally entered into an agreement with Granicus, Inc. on June 1, 2007, to provide training, installation, configuration and ongoing system maintenance for software, video and data storage services that allow residents to watch Board of Supervisors, Board of Equalization, Napa County Housing Authority and various other district meetings online, live and archived, through the County's website. The agreement has been amended five times to add the streaming of the Planning Commission meetings, LAFCO meetings, for development of the County's Granicus webpage, and to add the Granicus Encoding Appliance and Word Add-In.

Staff would like to contract with Granicus for fiscal year 2019-2020 at a set rate of \$26,077. The agreement also includes an option to auto-renew for the following two fiscal years, 2020-2021 and 2021-2022, for a three-year total of \$83,836.

The requested action is to approve a sixth amendment that will continue the agreement with Granicus Inc. for ongoing system maintenance with automatic annual renewals through FY2021-2022.

Granicus is not a local vendor. The organization is the leading software-as-a-service provider of government transparency, public meeting efficiency, and citizen participation solutions in the U.S. Granicus hosts the world's largest government exclusive webcasting network, streaming over 23 million webcasts and serving over 4,200 government customers and 200 million citizens. There is no local vendor that provides the same technology.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi