

**FOURTH AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
GRANICUS, LLC**

THIS FOURTH AMENDMENT TO THE AGREEMENT, entered into this 2<sup>nd</sup> day of December, 2025, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Granicus, LLS, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into that certain agreement (the "Agreement") on December 8, 2016, pursuant to which Contractor agreed to provide software, hardware, infrastructure, and services for enterprise public meeting systems, including paperless agenda packets, minutes, and streamlining video services in exchange for payment by the County as specified therein; and

WHEREAS, on November 12, 2019, the parties amended the agreement ("Amendment 1") to extend the term through December 13, 2022, to increase the maximum amount payable under the agreement by \$341,379.75, to an amount not to exceed \$664,402.75, and to adjust the services and payments in revised Exhibits A and B as set forth therein; and

WHEREAS, on August 3, 2021, the parties amended the agreement a second time ("Amendment 2") to incorporate English and Spanish captioning services and to further increase the maximum amount payable under the Agreement by \$109,357.54 to an amount not to exceed \$773,760.29, and to adjust the services and payments in revised Exhibits A and B as set forth therein; and

WHEREAS, on December 13, 2022, the parties amended the agreement a third time ("Amendment 3") to renew services and license fees extending the term through December 13, 2025, and to increase the maximum amount payable under the agreement by \$635,305.26, to an amount not to exceed \$1,409,065.55, and to adjust the services and payments in revised Exhibits A and B as set forth therein; and

WHEREAS, the parties wish to further amend the Agreement ("Fourth Amendment") to extend the term through December 13, 2026, increase the maximum amount payable under the agreement by \$228,282.68 to an amount not to exceed \$1,637,348.23 to renew services and license fees for an additional one year as well as replace Exhibits A and B with revised versions to adjust the services and payment schedule.

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:**

1. Section 3 of the Agreement is amended and restated in its entirety to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this amendment and in Exhibit A2 (rev. December 2, 2025), County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B2 (rev. December 2, 2025). County reserves the right to withhold payment if the County determines that the quality or quantity of the work performed is unacceptable. In no event shall the County's total fiscal obligation under this agreement exceed ONE MILLION SIX HUNDRED THIRTY-SEVEN THOUSAND THREE HUNDRED FORTY-EIGHT DOLLARS AND TWENTY-THREE CENTS (\$1,637,348.23). In the event that the County makes an advance payment, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

2. Section 4 of the Agreement is amended and restated in its entirety to read as follows:

Subject to compliance with all terms and conditions, the term of this agreement shall be from December 13, 2016, through December 13, 2026.

3. Exhibit A1 (rev. December 13, 2022), and Exhibit B1 (rev. December 13, 2022), are hereby replaced in their entirety and superseded by Exhibit A2 (rev. December 2, 2025) and Exhibit B2 (rev. December 2, 2025), respectively, which are attached hereto and incorporated herein by reference.
4. **All other terms and conditions of the Agreement dated December 8, 2016, as amended on November 12, 2019, August 3, 2021, and December 13, 2022, between the County and Contractor shall remain in full force and effect.**

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

**For Contractor: GRANICUS, LLC**

DocuSigned by:

*Greg Eck*

11/3/2025

Greg Eck

Contractor Signature

Date

Contractor Name (please print)

Senior Manager, Contracts

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**For County:**

COUNTY OF SAN MATEO

By:  
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:  
Clerk of Said Board

**Exhibit A2 (rev. December 2, 2025)**

In consideration of the payments set forth in Exhibit B2, Contractor shall provide the following services during the term of the Agreement from December 13, 2025, through December 12, 2026.

Solution	Description
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.
Legistar	Legistar is a Software-as-a-Service (SaaS) solution that enables government organizations to automate the entire legislative process of the clerk’s office. Clerks can leverage Legistar to easily manage the entire legislative process from drafting files, through assignment to various departments, to final approval. Legistar includes:  <ul style="list-style-type: none"> <li>-Unlimited user accounts</li> <li>-Unlimited meeting bodies and meeting types</li> <li>-Unlimited data storage and retention</li> <li>-Up to one (1) Legistar database</li> <li>-Up to one (1) InSite web portal</li> </ul>
VoteCast Classic Package with Hardware (TouchScreen) (ME)	VoteCast Classic Package with Hardware (TouchScreen) (ME) is the bundle for VoteCast installed on Dell CPUs and ELO Touchscreens that allows elected officials to vote during a meeting. This is a more permanent installation in that the CPUs and Touchscreens are usually mounted or attached to the dais of a meeting room.
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Meeting Efficiency Suite	Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk’s office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, use LiveManager to record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word, and publish online with the click of a button. Meeting Efficiency includes:  <ul style="list-style-type: none"> <li>-Unlimited user accounts</li> <li>-Unlimited meeting bodies</li> <li>-Unlimited storage of minutes documents</li> <li>-Access to the LiveManager software application for recording information during meetings</li> <li>-Access to the Word Add-in software component for minutes formatting in MS Word if desired</li> <li>-Up to one (1) MS Word minutes template (additional templates can be purchased if needed)</li> </ul>
Boards and Commissions	Boards and Commissions is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the citizen application and appointment to boards process of the

Solution	Description
	<p>clerk's office. Boards and Commissions includes:</p> <ul style="list-style-type: none"> <li>-Unlimited user accounts</li> <li>-Unlimited boards, commissions, committees, and subcommittees</li> <li>-Unlimited storage of citizen applications</li> <li>-Access to up to one (1) Boards and Commissions site</li> <li>-Access to customizable, embeddable iFrame websites for displaying information to citizens</li> <li>-Access to a customizable online citizen application form including board-specific questions</li> <li>-Customizable forms for board details, appointment details, and internal tracking details</li> <li>-Pre-designed document PDFs for applications, board details and rosters, and vacancy reports</li> <li>-Downloadable spreadsheets for easy reporting</li> </ul> <p><i>Optional custom templates for document or report generation may also be purchased for an additional fee.</i></p>
Legistar Training Database	Legistar training database allows the customer to have one additional Legistar training database and InSite environment to use for testing and training.
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
<b>Recurring Captioning Services</b>	<p>Live closed captioning.</p> <ul style="list-style-type: none"> <li>-All Meetings will incur one hour minimum.</li> <li>-Cancellations within 24 hrs. will be charged 1 hour minimum.</li> <li>-Caption reservations should be reserved two weeks in advance. Jobs with little notice may not be guaranteed coverage, 24 hours as an absolute minimum.</li> <li>-Real Time Captions are provided at an 98% accuracy readability rating</li> <li>-Recurring Caption hours not used in the period of performance will not carry over to the following year.</li> </ul>

**Exhibit B2 (rev. December 2, 2025)**

In consideration of the services provided by Contractor described in Exhibit A2 and subject to the terms of the Agreement (including the not to exceed amount set forth at Section 3), County shall pay Contractor based on the following fee schedule and terms:

FEES - 12/13/2025 – 12/12/2026

<b>Renewing Subscription Fees</b>			
<b>Solution</b>	<b>Billing Frequency</b>	<b>Quantity / Each</b>	<b>Annual Fee</b>
<b>Government Transparency Suite</b>	Annual	1 Each	\$20,211.90
<b>Legistar</b>	Annual	1 Each	\$28,041.74
<b>VoteCast Classic Package with Hardware (TouchScreen)(ME)</b>	Annual	1 Each	\$36,417.83
<b>Granicus Encoding Appliance Software (GT)</b>	Annual	1 Each	\$1,803.34
<b>Open Platform Suite</b>	Annual	1 Each	\$0.00
<b>Meeting Efficiency Suite</b>	Annual	1 Each	\$18,026.83
<b>Boards and Commissions</b>	Annual	1 Each	\$34,050.68
<b>Legistar Training Database</b>	Annual	1 Each	\$1,820.89
<b>Meeting Services – Custom Recurring</b>	Annual	168 Hours	\$55,144.32
<b>Granicus Encoding Appliance Software (GT)</b>	Annual	1 Each	\$1,591.07
<b>Recurring Captioning Services</b>	Annual	168 Hours	\$31,174.08
<b>SUBTOTAL:</b>			<b>\$228,282.68</b>