



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 21-638

Board Meeting Date: 8/3/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Manager
Subject: Amendment to The Agreement with Granicus Inc.

RECOMMENDATION:

Adopt a resolution authorizing a second amendment to the Agreement with Granicus, Inc. to incorporate English and Spanish captioning services and to increase the maximum amount payable by \$109,357.54, to an amount not to exceed \$773,760.29.

BACKGROUND:

On December 8, 2016, the County entered into an agreement with Granicus, Inc. to provide software, hardware, infrastructure, and services for enterprise public meeting systems, including paperless agenda packets, minutes, and streamlining video services. Granicus was selected through a Request for Proposals process conducted in 2016.

On November 12, 2019, the parties amended the agreement to extend the term through December 13, 2022 and to increase the maximum amount payable under the agreement by \$341,379.75 to an amount not to exceed \$664,402.75.

DISCUSSION:

The Granicus platform has afforded the County a seamless solution for publishing agendas, minutes, and videos of the Board meetings; public access to extensive Board meeting records; the ability of Supervisors to view agenda items and documents on a touchscreen monitor; the ability of the Clerk to have full event control with the ability to start, stop, pause, and live index and annotate items during Board meetings; and use for meetings for other County boards and commissions, such as the Planning Commission, the Assessment Appeals Board, and the Parks Commission.

The County is now working with Granicus to implement English and Spanish captioning to its platform of services. The parties are now proposing an amendment to the Agreement to increase the maximum amount payable thereunder by \$109,357.54, which will pay for one-time set-up and

ongoing subscription costs of the English and Spanish language captioning services through the end of the term of the Agreement on December 13, 2022.

The amendment to the Agreement and resolution have been reviewed and approved by County Counsel as to form.

PERFORMANCE MEASURE:

Measure	FY 2020-21 Actual	FY 2021-22 Target
Percent of agendas published on time (Wednesday 5pm prior to a Board meeting)	100%	100%

FISCAL IMPACT:

The term of the Agreement remains December 8, 2016 through December 13, 2022. The maximum amount payable under the Agreement is increased by \$109,357.54 to an amount not to exceed \$773,760.29. Funds for this Agreement are included in the FY 2021-22 Non-Departmental Services Approved Recommended Budget. The entire amount of this Agreement is Net County Cost.