

**REPORT TO THE
CITY COUNCIL**
City of Salinas, California

DATE: July 12, 2016

FROM: Jim Pia, Assistant City Manager

BY: Patricia M. Barajas, City Clerk

SUBJECT: **GRANICUS, INC. SERVICE AGREEMENT**

RECOMMENDATION:

It is recommended that the City Council approve a resolution authorizing the City Manager to enter into a professional services agreement between Granicus, Inc. and the City, in the amount of \$102,370.60 for a period of three years, to provide streaming media solutions and legislative agenda management.

DISCUSSION:

On April 2014, the City Clerk's office began using the services of Granicus, Inc. software in efforts to streamline the City Council meeting agenda management process. Granicus' Open Platform Suite allows the City Clerk's Office staff to create and manage items for the agendas, automate the agenda item approval process electronically, simplify the agenda creation and compiling all supporting material for upcoming meetings. The City Clerk's goal was to streamline the process primarily for the City Council meetings, however, Granicus Open Platform is now being used by the Airport Commission, Library and Community Services Commission, Planning Commission, Traffic and Transportation Commission, Measure G, Measure V, and the Police Community Advisory Committee. Utilizing Granicus Open Platform allows staff and residents to easily track legislation and provide access to historical records and reports, and increases transparency.

The Granicus Open Platform has simplified the process for drafting legislation, getting items approved, compiling information from various departments, and creating an agenda which are integral parts of the City Clerk's Office. Using a completely automated, workflow solution has saved staff countless hours while helping maintain legislative accuracy. Granicus continues to allow staff to easily manage the entire legislative process from start to finish allowing for quick publication of agendas, reports, minutes and meeting video to the Web promoting government transparency.

The City Clerk's Office requests authorization to continue the use of Granicus Open Platform and Legislative Management Suite.

ISSUE:

Shall the City Council approve a resolution approving a professional services agreement between Granicus, Inc. and the City in the amount of \$102,370.60 for a period of three years?

FISCAL IMPACT:

There is no additional fiscal impact to the City's General Fund as the funds have been approved through the FY 2016-17 Operating Budget process.

ALTERNATIVES/IMPLICATIONS:

The City Council may elect not to approve the professional services agreement with Granicus, Inc. and provide direction to staff.

CITY COUNCIL GOALS:

The contracting with Granicus, Inc. support the Council's Organizational Effectiveness Initiative by providing adequate and improved service to the public via new technology.

CONCLUSIONS:

Staff recommends the City Council approve a resolution approving a professional services agreement between Granicus, Inc. and the City, in the amount of \$102,370.60 for a period of three years, to provide streaming media solutions and legislative agenda management.

Back Up Pages:
Resolution
Agreement

RESOLUTION _____ (N.C.S.)

RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN GRANICUS, INC. AND THE CITY, IN THE AMOUNT OF \$102,370.60 FOR A PERIOD OF THREE YEARS

WHEREAS, on April 2014, the City of Salinas retained the services of Granicus, Inc. to provide streaming media solutions and legislative agenda management for the City Council meetings; and

WHEREAS, Granicus Open Platform is also being utilized by the Airport Commission, Library and Community Services Commission, Planning Commission, Traffic and Transportation Commission, Measure G, Measure V, and the Police Community Advisory Committee; and

WHEREAS, Granicus Open Platform has simplified the process for drafting legislation, getting items approved, compiling information from various departments, and creating an agenda which are integral parts of the City Clerk's Office; and

WHEREAS, Granicus Open Platform has allowed the City to improve government efficiencies as it related to legislative body meetings.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF SALINAS that the attached professional services agreement (Exhibit A) between Granicus, Inc. and the City, in the amount of \$102,370.60 for a period of three years is approved.

PASSED AND ADOPTED this 12th day of July, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Joe Gunter, Mayor

ATTEST:

Patricia M. Barajas, City Clerk