



SERVICE AGREEMENT NO. 3471

AGENDA MANAGEMENT SOFTWARE

THIS **Agenda Management Software Agreement** ("Agreement") is entered into by and between the City of Corpus Christi, a Texas home-rule municipal corporation ("City") and Carahsoft Technology Corporation, ("Contractor"), effective upon execution by the City Manager or the City Manager's designee ("City Manager").

WHEREAS, Contractor has bid to provide Agenda Management Software in response to Request for Bid/Proposal No. N/A ("RFB/RFP"), which RFB/RFP includes the required scope of work and all specifications and which RFB/RFP and the Contractor's bid or proposal response, as applicable, are incorporated by reference in this Agreement as Exhibits 1 and 2, respectively, as if each were fully set out here in its entirety.

NOW, THEREFORE, City and Contractor agree as follows:

- 1. Scope.** Contractor will provide Agenda Management Software ("Services") in accordance with the attached Scope of Work, as shown in Attachment A, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety, and in accordance with Exhibit 2.
- 2. Term.** This Agreement is for three years, with performance commencing upon the date of issuance of a notice to proceed from the Contract Administrator or the Contracts and Procurement Department, or the performance date listed in the notice to proceed, whichever is later. The parties may mutually extend the term of this Agreement for up to zero additional zero-month periods ("Option Period(s)"), provided, the parties do so by written amendment prior to the expiration of the original term or the then-current Option Period. The City's extension authorization must be executed by the City Manager or designee.
- 3. Compensation and Payment.** This Agreement is for an amount not to exceed \$265,347.04, subject to approved extensions and changes. Payment will be made for Services completed and accepted by the City within 30 days of acceptance, subject to receipt of an acceptable invoice. Contractor shall invoice no more frequently than once per month. All pricing must be in accordance with the attached Bid/Pricing Schedule, as shown in Attachment B, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety. Any amount not expended during the initial term or any option period may, at the City's discretion, be allocated for use in the next option period.

Invoices will be mailed to the following address with a copy provided to the Contract Administrator:

City of Corpus Christi
Attn: Accounts Payable
P.O. Box 9277
Corpus Christi, Texas 78469-9277

4. **Contract Administrator.** The Contract Administrator designated by the City is responsible for approval of all phases of performance and operations under this Agreement, including deductions for non-performance and authorizations for payment. The City's Contract Administrator for this Agreement is as follows:

Name: Holly Houghton
Department: Information Technology
Phone: 361-826-3753
Email: holly@cctexas.com

5. **Insurance; Bonds.**

(A) Before performance can begin under this Agreement, the Contractor must deliver a certificate of insurance ("COI"), as proof of the required insurance coverages, to the City's Risk Manager and the Contract Administrator. Additionally, the COI must state that the City will be given at least 30 days' advance written notice of cancellation, material change in coverage, or intent not to renew any of the policies. The City must be named as an additional insured. The City Attorney must be given copies of all insurance policies within 10 days of the City Manager's written request. Insurance requirements are as stated in Attachment C, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety.

(B) In the event that a payment bond, a performance bond, or both, are required of the Contractor to be provided to the City under this Agreement before performance can commence, the terms, conditions, and amounts required in the bonds and appropriate surety information are as included in the RFB/RFP or as may be added to Attachment C, and such content is incorporated here in this Agreement by reference as if each bond's terms, conditions, and amounts were fully set out here in its entirety.

6. **Purchase Release Order.** For multiple-release purchases of Services to be provided by the Contractor over a period of time, the City will exercise its right to specify time, place and quantity of Services to be delivered in the following manner: any City department or division may send to Contractor a purchase release order signed by an authorized agent of the department or division. The purchase release order must refer to this Agreement, and Services will not be rendered until the Contractor receives the signed purchase release order.

7. Inspection and Acceptance. City may inspect all Services and products supplied before acceptance. Any Services or products that are provided but not accepted by the City must be corrected or re-worked immediately at no charge to the City. If immediate correction or re-working at no charge cannot be made by the Contractor, a replacement service may be procured by the City on the open market and any costs incurred, including additional costs over the item's bid/proposal price, must be paid by the Contractor within 30 days of receipt of City's invoice.

8. Warranty.

(A) The Contractor warrants that all products supplied under this Agreement are new, quality items that are free from defects, fit for their intended purpose, and of good material and workmanship. The Contractor warrants that it has clear title to the products and that the products are free of liens or encumbrances.

(B) In addition, the products purchased under this Agreement shall be warranted by the Contractor or, if indicated in Attachment D by the manufacturer, for the period stated in Attachment D. Attachment D is attached to this Agreement and is incorporated by reference into this Agreement as if fully set out here in its entirety.

(C) Contractor warrants that all Services will be performed in accordance with the standard of care used by similarly situated contractors performing similar services.

9. Quality/Quantity Adjustments. Any Service quantities indicated on the Bid/Pricing Schedule are estimates only and do not obligate the City to order or accept more than the City's actual requirements nor do the estimates restrict the City from ordering less than its actual needs during the term of the Agreement and including any Option Period. Substitutions and deviations from the City's product requirements or specifications are prohibited without the prior written approval of the Contract Administrator.

10. Non-Appropriation. The continuation of this Agreement after the close of any fiscal year of the City, which fiscal year ends on September 30th annually, is subject to appropriations and budget approval specifically covering this Agreement as an expenditure in said budget, and it is within the sole discretion of the City's City Council to determine whether or not to fund this Agreement. The City does not represent that this budget item will be adopted, as said determination is within the City Council's sole discretion when adopting each budget.

11. Independent Contractor. Contractor will perform the work required by this Agreement as an independent contractor and will furnish such Services in its own manner and method, and under no circumstances or conditions will any agent, servant or employee of the Contractor be considered an employee of the City.

12. **Subcontractors.** In performing the Services, the Contractor will not enter into subcontracts or utilize the services of subcontractors.
13. **Amendments.** This Agreement may be amended or modified only in writing executed by authorized representatives of both parties.
14. **Waiver.** No waiver by either party of any breach of any term or condition of this Agreement waives any subsequent breach of the same.
15. **Taxes.** The Contractor covenants to pay payroll taxes, Medicare taxes, FICA taxes, unemployment taxes and all other applicable taxes. Upon request, the City Manager shall be provided proof of payment of these taxes within 15 days of such request.
16. **Notice.** Any notice required under this Agreement must be given by fax, hand delivery, or certified mail, postage prepaid, and is deemed received on the day faxed or hand-delivered or on the third day after postmark if sent by certified mail. Notice must be sent as follows:

IF TO CITY:

City of Corpus Christi
Attn: Holly Houghton
Title: IT Business Analyst III
Address: 1201 Leopard St., Corpus Christi, TX 78401
Phone: 361-826-3753
Fax: N/A

IF TO CONTRACTOR:

Carahsoft Technology Corporation
Attn: Diana Grigorian
Title: Account Manager
Address: 11493 Sunset Hills Rd, Suite 100, Reston, VA 20190
Phone: 571-662-3070
Fax: 703-871-8505

17. ***CONTRACTOR SHALL FULLY INDEMNIFY, HOLD HARMLESS AND DEFEND THE CITY OF CORPUS CHRISTI AND ITS OFFICERS, EMPLOYEES AND AGENTS ("INDEMNITEES") FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, CLAIMS, DEMANDS, SUITS, AND CAUSES OF ACTION OF WHATEVER NATURE, CHARACTER, OR DESCRIPTION ON ACCOUNT OF PERSONAL INJURIES, PROPERTY LOSS, OR DAMAGE, OR ANY OTHER KIND OF INJURY, LOSS, OR DAMAGE, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, ATTORNEYS' FEES AND EXPERT WITNESS FEES,***

WHICH ARISE OR ARE CLAIMED TO ARISE OUT OF OR IN CONNECTION WITH A BREACH OF THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT BY THE CONTRACTOR OR RESULTS FROM THE NEGLIGENT ACT, OMISSION, MISCONDUCT, OR FAULT OF THE CONTRACTOR OR ITS EMPLOYEES OR AGENTS. CONTRACTOR MUST, AT ITS OWN EXPENSE, INVESTIGATE ALL CLAIMS AND DEMANDS, ATTEND TO THEIR SETTLEMENT OR OTHER DISPOSITION, DEFEND ALL ACTIONS BASED THEREON WITH COUNSEL SATISFACTORY TO THE CITY ATTORNEY, AND PAY ALL CHARGES OF ATTORNEYS AND ALL OTHER COSTS AND EXPENSES OF ANY KIND ARISING OR RESULTING FROM ANY SAID LIABILITY, DAMAGE, LOSS, CLAIMS, DEMANDS, SUITS, OR ACTIONS. THE INDEMNIFICATION OBLIGATIONS OF CONTRACTOR UNDER THIS SECTION SHALL SURVIVE THE EXPIRATION OR EARLIER TERMINATION OF THIS AGREEMENT.

18. Termination.

(A) The City Manager may terminate this Agreement for Contractor's failure to comply with any of the terms of this Agreement. The Contract Administrator must give the Contractor written notice of the breach and set out a reasonable opportunity to cure. If the Contractor has not cured within the cure period, the City Manager may terminate this Agreement immediately thereafter.

(B) Alternatively, the City Manager may terminate this Agreement for convenience upon 30 days advance written notice to the Contractor. The City Manager may also terminate this Agreement upon 24 hours written notice to the Contractor for failure to pay or provide proof of payment of taxes as set out in this Agreement.

19. Owner's Manual and Preventative Maintenance. Contractor agrees to provide a copy of the owner's manual and/or preventative maintenance guidelines or instructions if available for any equipment purchased by the City pursuant to this Agreement. Contractor must provide such documentation upon delivery of such equipment and prior to receipt of the final payment by the City.

20. Limitation of Liability. The City's maximum liability under this Agreement is limited to the total amount of compensation listed in Section 3 of this Agreement. In no event shall the City be liable for incidental, consequential or special damages.

21. Assignment. No assignment of this Agreement by the Contractor, or of any right or interest contained herein, is effective unless the City Manager first gives written consent to such assignment. The performance of this Agreement by the Contractor is of the essence of this Agreement, and the City Manager's right to

withhold consent to such assignment is within the sole discretion of the City Manager on any ground whatsoever.

22. **Severability.** Each provision of this Agreement is considered to be severable and, if, for any reason, any provision or part of this Agreement is determined to be invalid and contrary to applicable law, such invalidity shall not impair the operation of nor affect those portions of this Agreement that are valid, but this Agreement shall be construed and enforced in all respects as if the invalid or unenforceable provision or part had been omitted.
23. **Order of Precedence.** In the event of any conflicts or inconsistencies between this Agreement, its attachments, and exhibits, such conflicts and inconsistencies will be resolved by reference to the documents in the following order of priority:
 - A. this Agreement (excluding attachments and exhibits);
 - B. its attachments;
 - C. the bid solicitation document including any addenda (Exhibit 1); then,
 - D. the Contractor's bid response (Exhibit 2).
24. **Certificate of Interested Parties.** Contractor agrees to comply with Texas Government Code Section 2252.908, as it may be amended, and to complete Form 1295 "Certificate of Interested Parties" as part of this Agreement if required by said statute.
25. **Governing Law.** Contractor agrees to comply with all federal, Texas, and City laws in the performance of this Agreement. The applicable law for any legal disputes arising out of this Agreement is the law of the State of Texas, and such form and venue for such disputes is the appropriate district, county, or justice court in and for Nueces County, Texas.
26. **Public Information Act Requirements.** This paragraph applies only to agreements that have a stated expenditure of at least \$1,000,000 or that result in the expenditure of at least \$1,000,000 by the City. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the Contractor agrees that the contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.
27. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties concerning the subject matter of this Agreement and supersedes all prior negotiations, arrangements, agreements and understandings, either oral or written, between the parties.

CONTRACTOR

Signed by:

Signature: Kristina Smith
88270031FB04436...

Printed Name: Kristina Smith

Title: Contracts Director

Date: 5/21/2021

CITY OF CORPUS CHRISTI

Josh Chronley
Interim Assistant Director, Contracts and Procurement

Date: _____

Attached and Incorporated by Reference:

- Attachment A: Scope of Work
- Attachment B: Bid/Pricing Schedule
- Attachment C: Insurance and Bond Requirements
- Attachment D: Warranty Requirements

Incorporated by Reference Only:

- Exhibit 1: RFB/RFP No. 3471
- Exhibit 2: Contractor's Bid/Proposal Response

Attachment A – Scope of Work Agenda Management Software

1.0 Scope of Work

- A. Granicus will provide Agenda Management Software to include the following products as detailed in Attachment B Schedule of Pricing:
 - a. Virtual Performance Accelerator
 - b. Boards and Commissions
 - c. Meeting Efficiency Suite
 - d. Government Transparency Suite
 - e. Open Platform Suite
 - f. Template – Sectioned View Page
 - g. Legistar
 - h. Performance Accelerator Suite

Attachment B – Schedule of Pricing

See attached quote

GOVERNMENT- PRICE QUOTATION



Granicus at Carahsoft



11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190
 PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH
 WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM

TO: Tracy Saldana
 City of Corpus Christi
 1201 Leopard Street
 Corpus Christi, TX 78401 USA

FROM: Diana Grigorian
 Granicus Government at Carahsoft
 11493 Sunset Hills Road
 Suite 100
 Reston, Virginia 20190

EMAIL: tracys@cctexas.com

EMAIL: Diana.Grigorian@carahsoft.com

PHONE: (361) 826-3125

PHONE: (571) 662-3070 FAX: (703) 871-8505

TERMS: DIR Contract No. DIR-TSO-4288
 Expiration Date: February 21, 2025
 FTIN: 52-2189693
 Shipping Point: FOB Destination
 Credit Cards: VISA/MasterCard/AMEX
 Remit To: Same as Above
 Payment Terms: Net 30 (On Approved Credit)
 Texas VID#: 1522189693700
 Sales Tax May Apply

QUOTE NO: 27225387
 QUOTE DATE: 02/02/2021
 QUOTE EXPIRES: 06/30/2021
 RFQ NO:
 SHIPPING: GROUND
 TOTAL PRICE: \$84,599.18

TOTAL QUOTE: \$84,599.18

LINE NO.	PART NO.	DESCRIPTION	-	QUOTE PRICE	QTY	EXTENDED PRICE
ANNUAL FEES						
1	607-BNC-GR-246A	Boards and Commissions Annual Subscription Granicus - BNC-GR-246A Start Date: 05/01/2021 End Date: 04/30/2022		\$19,203.21 TX DIR	1	\$19,203.21
2	607-GEA-GR-246EAS	Encoding Appliance Software Annual Subscription Granicus - GEA-GR-246EAS Start Date: 05/01/2021 End Date: 04/30/2022		\$1,212.85 TX DIR	1	\$1,212.85
3	607-MES-GR-246MP	Meeting Efficiency Suite Minutes Package Annual Subscription Granicus - MES-GR-246MP Start Date: 05/01/2021 End Date: 04/30/2022		\$13,773.05 TX DIR	1	\$13,773.05
4	607-GTS-GR-246AP	Government Transparency Package Annual Subscription Granicus - GTS-GR-246AP Start Date: 05/01/2021 End Date: 04/30/2022		\$17,544.24 TX DIR	1	\$17,544.24
5	607-GEA-GR-246TEM	Template Annual Subscription Template - Sectioned View Page Granicus - GEA-GR-246TEM Start Date: 05/01/2021 End Date: 04/30/2022		\$655.86 TX DIR	1	\$655.86
6	607-SDI-GR-246SP	SDI 720p Streaming Upgrade Package Annual Subscription Granicus - SDI-GR-246SP Start Date: 05/01/2021 End Date: 04/30/2022		\$2,425.69 TX DIR	1	\$2,425.69
7	607-LEG-GR-246OP	Legistar Open Platform Package Annual Subscription Granicus - LEG-GR-246OP Start Date: 05/01/2021 End Date: 04/30/2022		\$25,578.53 TX DIR	1	\$25,578.53



GOVERNMENT- PRICE QUOTATION

Granicus at Carahsoft



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 WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
8	607-PAS-GR-246AP	Performance Accelerator Advanced Packge Annual Subscription Granicus - PAS-GR-246AP Start Date: 05/01/2021 End Date: 04/30/2022	\$4,205.75 TX DIR	1	\$4,205.75
SUBTOTAL:					\$84,599.18
TOTAL PRICE:					\$84,599.18
TOTAL QUOTE:					\$84,599.18

SUGGESTED OPTIONS

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
YEAR 2					
9	607-BNC-GR-246A	Boards and Commissions Annual Subscription Granicus - BNC-GR-246A Start Date: 05/01/2022 End Date: 04/30/2023	\$20,547.44 TX DIR	1	\$20,547.44
10	607-GEA-GR-246EAS	Encoding Appliance Software Annual Subscription Granicus - GEA-GR-246EAS Start Date: 05/01/2022 End Date: 04/30/2023	\$1,297.75 TX DIR	1	\$1,297.75
11	607-MES-GR-246MP	Meeting Efficiency Suite Minutes Package Annual Subscription Granicus - MES-GR-246MP Start Date: 05/01/2022 End Date: 04/30/2023	\$14,477.40 TX DIR	1	\$14,477.40
12	607-GTS-GR-246AP	Government Transparency Package Annual Subscription Granicus - GTS-GR-246AP Start Date: 05/01/2022 End Date: 04/30/2023	\$18,441.45 TX DIR	1	\$18,441.45
13	607-GEA-GR-246TEM	Template Annual Subscription Granicus - GEA-GR-246TEM Start Date: 05/01/2022 End Date: 04/30/2023	\$701.77 TX DIR	1	\$701.77
14	607-SDI-GR-246SP	SDI 720p Streaming Upgrade Package Annual Subscription Granicus - SDI-GR-246SP Start Date: 05/01/2022 End Date: 04/30/2023	\$2,595.49 TX DIR	1	\$2,595.49
15	607-LEG-GR-246OP	Legistar Open Platform Package Annual Subscription Granicus - LEG-GR-246OP Start Date: 05/01/2022 End Date: 04/30/2023	\$26,886.60 TX DIR	1	\$26,886.60
16	607-PAS-GR-246AP	Performance Accelerator Advanced Packge Annual Subscription Granicus - PAS-GR-246AP Start Date: 05/01/2022 End Date: 04/30/2023	\$4,500.15 TX DIR	1	\$4,500.15
YEAR 2 SUBTOTAL:					\$89,448.05
YEAR 3					
17	607-BNC-GR-246A	Boards and Commissions Annual Subscription Granicus - BNC-GR-246A Start Date: 05/01/2023 End Date: 04/30/2024	\$21,985.76 TX DIR	1	\$21,985.76



GOVERNMENT- PRICE QUOTATION

Granicus at Carahsoft



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 WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	TX DIR	QTY	EXTENDED PRICE
18	607-GEA-GR-246EAS	Encoding Appliance Software Annual Subscription Granicus - GEA-GR-246EAS Start Date: 05/01/2023 End Date: 04/30/2024	\$1,388.59		1	\$1,388.59
19	607-MES-GR-246MP	Meeting Efficiency Suite Minutes Package Annual Subscription Granicus - MES-GR-246MP Start Date: 05/01/2023 End Date: 04/30/2024	\$14,477.40		1	\$14,477.40
20	607-GTS-GR-246AP	Government Transparency Package Annual Subscription Granicus - GTS-GR-246AP Start Date: 05/01/2023 End Date: 04/30/2024	\$18,441.45		1	\$18,441.45
21	607-GEA-GR-246TEM	Template Annual Subscription Granicus - GEA-GR-246TEM Start Date: 05/01/2023 End Date: 04/30/2024	\$746.85		1	\$746.85
22	607-SDI-GR-246SP	SDI 720p Streaming Upgrade Package Annual Subscription Granicus - SDI-GR-246SP Start Date: 05/01/2023 End Date: 04/30/2024	\$2,777.18		1	\$2,777.18
23	607-LEG-GR-246OP	Legistar Open Platform Package Annual Subscription Granicus - LEG-GR-246OP Start Date: 05/01/2023 End Date: 04/30/2024	\$26,886.60		1	\$26,886.60
24	607-PAS-GR-246AP	Performance Accelerator Advanced Packge Annual Subscription Granicus - PAS-GR-246AP Start Date: 05/01/2023 End Date: 04/30/2024	\$4,596.00		1	\$4,596.00
YEAR 3 SUBTOTAL:						\$91,299.83
SUGGESTED SUBTOTAL:						\$180,747.88

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Period of Performance: 5/1/2021 - 4/30/2022

Contract End Date: 4/30/2024



Reseller: Carahsoft

Procurement Vehicle: Texas Department of Information Resources (DIR)

In Support of: Corpus Christi, TX

Granicus Contact

Name: Lexi Huhta

Phone:

Email: alexis.huhta@granicus.com

Proposal Details

Quote Number: Q-128710

Prepared On: 2/22/2021

Valid Through: 4/30/2021

Pricing

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Period of Performance: 5/1/2021 - 4/30/2022

Contract End Date: 4/30/2024

Annual Fees for Renewing Subscriptions

Solution	Billing Frequency	Quantity/Unit	Annual Fee
Boards and Commissions	Annual	1 Each	\$19,203.21
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,212.85
Meeting Efficiency Suite	Annual	1 Each	\$13,773.05
Government Transparency Suite	Annual	1 Each	\$17,544.24
Open Platform Suite	Annual	1 Each	\$0.00
Template - Sectioned View Page	Annual	1 Each	\$655.86
Upgrade to SDI 720p Streaming	Annual	1 Each	\$2,425.69
SUBTOTAL:			\$84,599.18



Annual Fees for Renewing Subscriptions

Solution	Billing Frequency	Quantity/Unit	Annual Fee
Legistar	Annual	1 Each	\$25,578.53
Performance Accelerator Suite	Annual	1 Each	\$4,205.75
SUBTOTAL:			\$84,599.18

Remaining Period(s)		
Solution(s)	5/1/2022 - 4/30/2023	5/1/2023 - 4/30/2024
Boards and Commissions	\$20,547.44	\$21,985.76
Granicus Encoding Appliance Software (GT)	\$1,297.75	\$1,388.59
Meeting Efficiency Suite	\$14,477.40	\$14,477.40
Government Transparency Suite	\$18,441.45	\$18,441.45
Open Platform Suite	\$0.00	\$0.00
Template - Sectioned View Page	\$701.77	\$746.85
Upgrade to SDI 720p Streaming	\$2,595.49	\$2,777.18
Legistar	\$26,886.60	\$26,886.60
Performance Accelerator Suite	\$4,500.15	\$4,596.00
SUBTOTAL:	\$89,448.04	\$91,299.82



Product Descriptions

Name	Description
Boards and Commissions	<p>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 clerk's office. Boards and Commissions includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited boards, commissions, committees, and subcommittees • Unlimited storage of citizen applications • Access to up to one (1) Boards and Commissions site • Access to customizable, embeddable iFrame websites for displaying information to citizens • Access to a customizable online citizen application form including board-specific questions • Customizable forms for board details, appointment details, and internal tracking details • Pre-designed document PDFs for applications, board details and rosters, and vacancy reports • Downloadable spreadsheets for easy reporting <p><i>Optional custom templates for document or report generation may also be purchased for an additional fee.</i></p>
Granicus Encoding Appliance Software (GT)	<p>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.</p>
Meeting Efficiency Suite	<p>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:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • Up to one (1) MS Word minutes template (additional templates can be purchased if needed)
Government Transparency Suite	<p>Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.</p>



Product Descriptions	
Name	Description
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.
Upgrade to SDI 720p Streaming	Upgrade to SDI 720p Streaming (requires Digital encoder and HD feed)
Legistar	<p>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:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies and meeting types • Unlimited data storage and retention • Up to one (1) Legistar database • Up to one (1) InSite web portal
Performance Accelerator Suite	Performance Accelerator Suite provides the ability to utilize the performance accelerator within a network. Requires Performance Accelerator or Virtual Performance Accelerator to distribute video/indexing/documents within a local network. This distribution is utilized to eliminate the bandwidth impact local viewers would have accessing data from the Granicus Data Center.



Terms and Conditions

- Link to Terms: https://granicus.com/pdfs/Master_Subscription_Agreement.pdf
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Customer for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Corpus Christi, TX to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which volume based pricing is used and the volume has changed from the prior term without regard to the prior term's per-unit pricing.



Attachment C – Insurance and Bond Requirements

Insurance and Bond Requirements

No insurance or bonds are required therefore, Service Agreement 3471 Section 5 Insurance; Bonds subsection 5 (A) and 5(B) are hereby void.

Attachment D – Warranty

Warranty

No warranty is required therefore, Service Agreement 3471, Section 8, Warranty Requirements subsections 8(A) and (B) are hereby void.