



AGENDA MEMORANDUM

Action Item for the City Council Meeting June 22, 2021

DATE: June 8, 2021

TO: Peter Zanoni, City Manager

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Agenda Management Software - Granicus
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CAPTION:

Motion authorizing a three-year service agreement in an amount not to exceed \$265,347.04, for agenda management software with Carahsoft Technology Corporation of Reston, Virginia, through the Texas Department of Information Resources (DIR) Cooperative, with FY 2021 funding in an amount of \$84,599.18 funded through the General Fund and Information Technology Fund.

SUMMARY:

This agenda item is to appropriate funds to execute a service agreement with Carahsoft Technology Corporation (Granicus) to provide agenda automation, approval tracking, publishing and integration to City's website, live streaming video and video playback.

BACKGROUND AND FINDINGS:

In 2006, the City of Corpus Christi contracted with Granicus to provide live video streaming and on-demand video replay of City Council meetings.

In 2012, services were added to include Legistar Agenda Management system to streamline and automate the agenda approval process and publish the agenda to the City's website. In addition, the iLegislate app provides electronic access to the agenda and supporting documents for Council members and management staff from an iPad, tablet or laptop. This feature is a cost savings in

printing agenda books each week.

Also included is the Meeting Efficiency Suite that enables City Secretary's office to timestamp agenda items for playback and complete the meeting minutes to be approved by council and made available to the public on the City's website.

In 2015, the Boards and Commissions management module was added, consolidating and streamlining into one web-based system the City Secretary's management of vacancies and appointments to the City's numerous boards and commissions and enabling citizens to submit applications online, directly into the module.

Then in 2018 through Carahsoft Technology Corporation's agreement with the Texas Department of Information Resources, the City re-procured a three-year agreement for Granicus Agenda Management Software. This agreement expires the end of June 2021.

PROCUREMENT DETAIL:

This procurement is through the Texas Department of Information Resources (DIR) Cooperative. Contracts awarded through the DIR Cooperative have been competitively procured in compliance with the Texas Local and State procurement requirements. The percentage on the DIR Cooperative are 4.25% less than list price. In review of these savings through the DIR Cooperative, it is the recommended method of purchase for the City.

ALTERNATIVES:

Move to multiple alternative vendors for an increased cost to include conversion of archived video back to 2006.

FISCAL IMPACT:

The fiscal impact for General fund and Information Technology in FY 2021 is an amount not to exceed \$84,599.18 for the annual service, maintenance and support for the Granicus Legislative Management Software.

FUNDING DETAIL:

Fund:	1020	General Fund
Organization/Activity:	10100	City Manager
Mission Element:	705	
Project # (CIP Only):		
Account:	540037	E-Gov Applications

FUNDING DETAIL:

Fund:	5210	Info Tech Fund
Organization/Activity:	40470	IT application Services
Mission Element:	242	Support Software Applications
Project # (CIP Only):		
Account:	520105	Computer Software

RECOMMENDATION:

Staff recommends approval of this motion authorizing the purchase of a three-year Service Agreement for Granicus Agenda Management Software with Granicus Government at Carahsoft, as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Price Sheet