



## Legislation Details (With Text)

**File #:** 19-0800      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 5/9/2019      **In control:** Board of Supervisors

**On agenda:** 6/4/2019      **Final action:** 6/4/2019

**Title:** Elections Department recommending the Board approve and authorize the Purchasing Agent to execute perpetual agreement 4052 with Granicus LLC, for an annual software subscription and hosting fee, including maintenance and technical support for the Department's campaigndocs and ecampaign filing system. The annual fee will be fixed at \$13,892.96 for the first 3 years, after this period the agreement may renew at a fee not-to-exceed cost of living increases up to 5% per year. The term of this agreement will commence at execution of agreement.

**FUNDING:** General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Blue Route 06-04-19, 2. B - Agreement 06-04-19, 3. C - Amended Blue Route 06-04-19

Date	Ver.	Action By	Action	Result
6/4/2019	1	Board of Supervisors	Approved	Pass

Elections Department recommending the Board approve and authorize the Purchasing Agent to execute perpetual agreement 4052 with Granicus LLC, for an annual software subscription and hosting fee, including maintenance and technical support for the Department's campaigndocs and ecampaign filing system. The annual fee will be fixed at \$13,892.96 for the first 3 years, after this period the agreement may renew at a fee not-to-exceed cost of living increases up to 5% per year. The term of this agreement will commence at execution of agreement.

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### DISCUSSION / BACKGROUND

The Political Reform Act of 1974 monitors receipt and expenditures in election campaigns and other activities related to public officials and election related activities. Granicus, LLC provides for campaigns to file and submit required forms electronically during an active election cycle and in accordance with other required filing deadlines.

According to Procurement Policy C-17, section 4.5 Contract Term, Departments must obtain authorization from the Board of Supervisors, initially, and on an annual basis, to utilize any contract that does not have a stated contract term.

### ALTERNATIVES

Campaign filers could continue to file hard copies of their required forms.

### PRIOR BOARD ACTION

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

**CAO RECOMMENDATION / COMMENTS**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT**

Granicus annual software subscription and hosting fee will cost \$13,892.96 each year for the first three years. This General Fund expense is included in the FY 2019-20 Recommended Budget, and will be included in future budgets.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Returned a signed minute order of Board action.

**STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

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