



Legislation Text

File #: 19-1609, **Version:** 1

Elections Department recommending the Board:

- 1) Approve and authorize the Board Chair to execute assignment Amendment 3956 with Granicus, LLC (formerly SouthTech Systems) for a perpetual software license hosting fee and support and maintenance for Disclosure Docs 700 Conflict of Interest Filings, for the annual payment amount of \$10,174; and
- 2) Approve and authorize the attached budget amendment to rebudget \$10,174 in FY 2019-20 for the appropriation from 2018-19 that was not spent, decreasing General Fund Contingency and increasing Elections Department Software Maintenance and Support to allow for payment of the FY 2018-19 invoice in addition to the FY 2019-20 invoice. (4/5 Vote required to approve the budget amendment)

FUNDING: General Fund.

DISCUSSION / BACKGROUND

The Board is being asked to approve the current perpetual software license agree hosting fee and support and maintenance agreement #3956, Disclosure Docs 700 Filings, for on-going software support for the remainder of FY 2019-20 and FY 2020-21. The Elections Department advises and seeks approval from the Board annually to continue this agreement. Funding is included in FY 2019-20 year budget to accommodate on-going license and maintenance requirements.

Granicus, LLC, provides for the Statement of Economic Interest filers to file and submit required forms electronically on an annual basis. The Elections Department began using the DisclosureDocs Management Suite and eDisclosure system modules in 2017 for the electronic filing of County personnel and Special District Conflict of Interest 700 forms as required by the Fair Political Practices Commission (FPPC).

The Elections Department went to the Board of Supervisors on 04/03/2018, Legistar #18-0454, for authorization to pay for the services of Contract #3956 in FY 2018-19, however the invoice was not received until the current FY 2019-20. Therefore the Elections Department is asking for payment of this in FY 2019-20 along with the current fiscal year invoice.

Any future changes to the terms and conditions of this agreement, other than the authorized price increases and date extensions, will be brought to the Board for approval.

This license hosting fee and support and maintenance agreement is necessary to operate our Disclosure Docs 700 fillings for the Elections Department. The Elections Department is bringing this matter before the Board per Board Policy C-17, which requires that perpetual agreements or those agreements without an end date be approved by the Board annually. Because of the value we receive from this product and the high quality of support we receive from the contracted vendor, the Elections Department recommends the continuation of this perpetual agreement and requests

approval for the continuation of the software maintenance agreement.

ALTERNATIVES

N/A

PRIOR BOARD ACTION

The Elections Department went to the Board of Supervisors on 04/03/2018, Legistar #18-0454

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Procurement and Contracts

CAO RECOMMENDATION / COMMENTS

It is recommended that the Board approve this item.

FINANCIAL IMPACT

The estimated total cost for one year of this perpetual software license maintenance agreement is \$10,174. Funding is and will be included in each fiscal year budget; however, due to timing the FY 2018-19 amount needs to be re-budgeted in FY 2019-20. This Board action will allow for payment of both the FY 2018-19 invoice and FY 2019-20 invoice for a total amount of \$20,348.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Return certified agenda minutes to the Elections Department

STRATEGIC PLAN COMPONENT

N/A

CONTACT

Linda Webster

Assistant Registrar of Voters