



CITY COUNCIL AGENDA STATEMENT



March 17, 2020

File ID: 20-0090

TITLE

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA WAIVING THE FORMAL COMPETITIVE BID REQUIREMENT, APPROVING AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF CHULA VISTA AND GRANICUS, INC. TO PROVIDE STREAMING VIDEO AND AGENDA MANAGEMENT SOFTWARE SERVICES, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ADDITIONAL AMENDMENTS TO THE AGREEMENT NOT TO EXCEED A TOTAL OF \$138,970

RECOMMENDED ACTION

Council adopt the resolution.

SUMMARY

Granicus, Inc. provides video streaming service for City Council and other public meetings, as well as agenda management software. The City of Chula Vista wishes to execute an additional amendment to the existing contract for services with Granicus for up to 27 months.

ENVIRONMENTAL REVIEW

The Director of Development Services has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines because it will not result in a physical change in the environment; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is required.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Not applicable.

DISCUSSION

The City of Chula Vista currently utilizes video streaming and agenda management software from Granicus, Inc. The City has utilized Granicus services since 2005, and the video streaming and software tools are a key component to the City's commitment to transparency and communicating with the public.

The video streaming services broadcast each City Council meeting live over the internet, as well as archiving the videos for access to the public via the City's website.

The agenda management tool was implemented in 2014 to allow the City Clerk and City staff to create, track, approve and electronically distribute City Council agendas, staff reports, information items and a variety of other electronic documents. In addition to streamlining processes related to agenda publication, the Granicus service provides the public with user-friendly links to agendas, minutes, staff reports and related documents, bookmarked meeting video, and reports.

Staff has researched other similar products and recommends continuing with Granicus due to a variety of factors, including the complexity, cost, and staff time that would be required to implement an alternative product.

Agenda management and streaming video technologies are proprietary in nature. The ability to provide service of and support for the technologies currently in place is exclusive to Granicus, Inc. Therefore, staff request the City Council waive the formal bid process.

The proposed amendment is for 15 months, ending June 2021, to align with fiscal-year end. The amendment also allows for one additional 12-month extension.

Staff proposes that the City Council authorize the City Manager to execute amendments to the agreement not exceeding a total of \$50,000 over the base contract amount in order to potentially procure limited additional services to improve citizen access, enhance transparency and further streamline processes.

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the real property holdings of the City Council members do not create a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

CURRENT-YEAR FISCAL IMPACT

The current fiscal impact is \$9,346.30 for services through June 30, 2020. The funds are already included in the Fiscal Year 2020 budget and no appropriation is required. Funding for the Granicus contract is through the Public, Education and Government fund, therefore, there is no General Fund impact.

ONGOING FISCAL IMPACT

The annualized costs will be incorporated into the respective Fiscal Years 2021/2022 baseline budgets and will be brought to Council for approval as part of the normal budget process. Funding for the Granicus contract is through the Public, Education and Government fund, therefore, there is no General Fund impact.

ATTACHMENTS

1. Amendment to the Agreement with Granicus, Inc.

Staff Contact: Kerry Bigelow, City Clerk and Edward Chew, Director of ITS