



ID# 73138

Date: December 5, 2019

To: Honorable Members of the Board of Acquisition & Contract

From: Benjamin Boykin II
Chairman, Board of Legislators

Re: Resolution to exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof, the procurement of an amendment to an agreement with Granicus, LLC to provide hardware and software to stream meetings for the Board of Legislators, for a term from January 1, 2019 through December 31, 2019, subject to renewal at the County's option for up to two (2) one (1) year periods, in order to add agenda management services and replace the option periods with a three (3) year extension for a term from January 1, 2020 through December 31, 2022, for an amount not-to-exceed \$224,344.43 payable in three annual installments as outlined below, pursuant to an approved budget.

On December 20, 2018, your Honorable Board approved a Resolution authorizing the County of Westchester ("County") to enter into an agreement with Granicus, LLC ("Granicus") to provide hardware and software to stream meetings for the Board of Legislators, for a term from January 1, 2019 through December 31, 2019, for an amount not-to-exceed \$32,335.00 payable pursuant to an approved budget, and subject to renewal at the County's option for up to two (2) one (1) year periods. In the event the County exercises the renewal options, the County would pay Granicus an amount not to exceed \$26,960.00 and \$27,499.20, respectively, subject to appropriation. The agreement was subsequently executed.

Authority of your Honorable Board is requested to exempt from the Westchester County Procurement Policy an amendment to the agreement with Granicus in order to add data conversion for their Legistar 'Software-as-a-service' agenda management solution to stream meetings for the Board of Legislators, and to replace the renewal periods with a three (3) year extension for a term from January 1, 2020 through December 31, 2022, for a total amount not-to-exceed \$224,344.43, pursuant to an approved budget and budget appropriation. Under the amendment, the County would pay Granicus in advance each year as follows: the first year (2020) the County will pay Granicus an annual fee for the Legistar program of \$28,080, plus an annual streaming service fee of \$26,960.00 plus a one-time fee of \$55,900.00 for the initial Legistar program set up, data conversion and training; the second year (2021) the County would pay Granicus an annual fee of \$28,641.60 for the Legistar program and an annual streaming service fee of \$27,499.20; and the third and final year (2022) the County would pay Granicus

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an annual fee of \$29,214.43 for the Legistar program and an annual streaming fee of \$28,049.20. All other provisions of the agreement will remain unchanged.

These services are necessary to help the Board of Legislators conduct its business in the most transparent way possible and provide online access to public meetings.

Pursuant to Section 3(a)xxi, the Westchester County Procurement Policy is not applicable to any procurement for which your Honorable Board determines, by Resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. It is proposed that the County's interest would be served by exempting the procurement of this agreement from the County Procurement Policy. A Resolution to exempt the procurement of this agreement is submitted for your consideration.

As I believe this agreement to be in the best interests of the County, I most respectfully recommend and urge the adoption of the annexed Resolution.

BB/DLV/dv

RESOLUTION

Upon a communication from the Chair of the Board of Legislators, be it hereby:

RESOLVED, that pursuant to Section 3(a)~~xxi~~ of the Westchester County Procurement Policy, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester (“County”) in connection with the procurement of an amendment to an agreement with Granicus, LLC to provide hardware and software to stream meetings for the Board of Legislators for a term from January 1, 2019 through December 31, 2019, subject to renewal at the County’s option for up to ~~two~~ (2) one (1) year periods, in order to add data conversion for their Legistar ‘Software-as-a-service’ agenda management solution to stream meetings for the Board of Legislators, and to replace the renewal periods with a three (3) year extension for a term from January 1, 2020 through December 31, 2022, for a total amount not-to-exceed \$224,344.43 payable pursuant to an approved budget and subject to budget appropriation.