



ID# 73139

Date: December 5, 2019

To: The Honorable Board of Acquisition and Contract

From: Hon. Benjamin Boykin II
Chairman, Board of Legislators

Re: Authority for the County of Westchester to amend 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 amend 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 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.

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The goals and objectives of this agreement are to help the Board of Legislators conduct its business in the most transparent way possible and provide online access to public meetings.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

BB/DLV/dv

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/12/2019 - LISAPRIJAJ, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (“County”) is hereby authorized to amend an agreement with Granicus, LLC (“Granicus”) to provide hardware and software to stream meetings for the Board of Legislators, for a term 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 order to add .data conversion for the Legistar ‘software as a service’ agenda management solution to stream meetings of the Board of Legislators and 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 subject to budget appropriation; and be it further

RESOLVED, that 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 an annual fee of \$29,214.43 for the Legistar program and an annual streaming fee of \$28,049.20; and be it further

RESOLVED, that all other provisions of the agreement shall remain unchanged; and be it further

RESOLVED, that the Chair of the Board of Legislators or his duly appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	10	1000	4380		\$224,344.43

Budget Funding Year(s) 2020-2022 Start Date 1/1/2020 End Date 12/31/2022
 (must match resolution)

Funding Source Tax Dollars \$224,344.43
 State Aid _____

\$ 224,344.43 Federal Aid _____
 (must match resolution) Other _____