


REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 20375

Sponsor(s): Charlie Franklin

Date: February 10, 2020

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing a Contract for Software Maintenance Agreement for the Clerk of the County Legislature to Granicus of St. Paul, MN as a Sole Source in the amount of \$31,752.00.</u></p>																
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$31,752.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>-0-</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$31,752.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$31,752.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>Software:</td> <td></td> </tr> <tr> <td>General Fund, Information Technology, Software Maintenance: 001-1305-56662</td> <td>\$31,752.00</td> </tr> <tr> <td>Total</td> <td>\$31,752.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use:</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$31,752.00	Amount previously authorized this fiscal year:	-0-	Total amount authorized after this legislative action:	\$31,752.00	Amount budgeted for this item * (including transfers):	\$31,752.00	Source of funding (name of fund) and account code number:		Software:		General Fund, Information Technology, Software Maintenance: 001-1305-56662	\$31,752.00	Total	\$31,752.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Craig Reich, Senior Buyer, 881-3265</p>																
REQUEST SUMMARY	<p>The Clerk of the Legislature currently utilizes Granicus Encoding, Open Platform Suite, Meeting Efficiency Suite for use in Legislative Meetings. The maintenance agreement support critical application necessary for County Business. Annual Software Maintenance Agreements are considered Sole Source purchases, as the maintenance can only be provided by the developer of the software.</p> <table border="1"> <thead> <tr> <th>Vendor Name and Location</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Granicus; St. Paul, MN</td> <td>\$31,752.00</td> </tr> </tbody> </table> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the Purchase of Annual Software Maintenance agreement with Granicus of St. Paul, MN.</p>	Vendor Name and Location	Amount	Granicus; St. Paul, MN	\$31,752.00												
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CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A</p>																
COMPLIANCE	<p><input type="checkbox"/> MBE Goals N/A <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals N/A</p>																
ATTACHMENTS	<p>Information Technology Memorandum and vendor's invoices</p>																
REVIEW	<p>Department Director:  Date: 2/6/2020</p>																

Finance (Budget Approval): <i>If applicable</i>	<i>[Signature]</i>	Date: 1/29/2020
Division Manager:	<i>[Signature]</i>	Date: 1/29/2020
County Counselor's Office:	Bryan County	Date: 2/6/2020

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



**Department of
INFORMATION TECHNOLOGY**
JACKSON COUNTY, MISSOURI

816-881-3151

415 EAST 12TH STREET, ROOM G-8
KANSAS CITY, MO 64106

EXECUTIVE OFFICE

JAN 29 2020

TO: CRAIG REICH, SENIOR BUYER

FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS *MSE*

DATE: JANUARY 29, 2020

RE: GRANICUS AS A SOLE SOURCE VENDOR FOR SOFTWARE MAINTENANCE.

GRANICUS IS THE COUNTY'S SOLE SOURCE PROVIDER OF LEGISLATIVE MEETING AND AGENDA SERVICES PRIMARILY USED BY THE COUNTY CLERK'S OFFICE. SERVICES INCLUDE POSTINGS, AGENDAS AND VIDEO RECORDINGS FOR ALL LEGISLATIVE MEETINGS IN KANSAS CITY AND INDEPENDENCE. THE GRANICUS SOFTWARE AND HARDWARE HAVE BEEN UPGRADED TO THE LATEST SOFTWARE VERSION AND HD COMPATIBLE ENCODERS.

Granicus Budgetary Proposal for Jackson County MO

Please note: This is not an invoice. This is a budgetary proposal that outlines the products and fees associated with the subscription renewal. Please inform the Granicus Contact listed below if you wish to issue a PO against this budgetary proposal.

Granicus Contact

Name: Maxwell Buccelli

Phone:

Email: maxwell.buccelli@granicus.com

Proposal Details

Quote Number: Q-82175

Prepared On: 9/27/2019

Valid Through: 12/31/2019

Pricing

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Current Subscription End Date: 12/31/2019

Period of Performance: 1/1/2020 - 12/31/2020

Annual Fees for Renewing Subscriptions

Solution	Billing Frequency	Quantity/Unit	Annual Fee
Granicus Streaming	Annual	1 Each	\$22,491.00
Legistar	Annual	1 Each	\$0.00
Granicus Encoding Appliance Software (GT)	Annual	2 Each	\$2,646.00
Open Platform Suite	Annual	1 Each	\$0.00
Meeting Efficiency Suite	Annual	1 Each	\$0.00
Upgrade to SDI 720p Streaming	Annual	2 Each	\$6,615.00
		SUBTOTAL:	\$31,752.00

Terms and Conditions

- The terms and conditions set forth in the Agreement effective 11/1/2017 are incorporated herein by reference.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Jackson County MO to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- If submitting a Purchase Order, please include the following language: All pricing, terms and conditions of quote Q-82175 dated 9/27/2019 are incorporated into this Purchase Order by reference.

Jackson County, Missouri

AFFIDAVIT

STATE OF Minnesota)
) SS.
COUNTY OF Ramsey)

Jessica Yang of the City of Saint Paul
County of Ramsey State of Minnesota being duly sworn on her or his oath, deposes and says;

1. That I am the Manager of Business & Contracts Title of Affiant) of Givanicus (Name of Bidder) and have been authorized by said Bidder to make this Affidavit upon my best information and belief, after reasonable inquiry as to the representations herein.

2. No Officer, Agent or Employee of Jackson County, Missouri is financially interested directly or indirectly what Bidder is offering to sell to the County pursuant to this Invitation (though no representation is made regarding potential ownership of publicly traded stock of bidder).

3. If Bidder were awarded any contract, job, work or service for Jackson County, Missouri, no Officer, Agent or Employee of the County would be interested in or receive any benefit from the profit or emolument of such.

4. Either Bidder is duly listed and assessed on the tax rolls of Jackson County, Missouri and is not delinquent in the payment of any taxes due to the County or Bidder did not have on December 31, 2019 any property subject to taxation by the County and if bidder is duly listed and assessed on the tax rolls of Jackson County, Missouri, bidder agrees to permit an audit of its records, if requested by the Jackson County Director of Assessment, as they relate to the assessment of Business Personal Property.

5. Bidder has not participated in collusion or committed any act in restraint of trade, directly or indirectly, which bears upon anyone's response or lack of response to the Invitation.

6. Bidder certifies and warrants that Bidder or Bidder's firm/organization is not listed on the General Services Administration's Report of Debarred and/or Suspended Parties; or the State of Missouri and City of Kansas City, Missouri Debarment List

7. Bidder certifies and affirms its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

8. Bidder certifies and affirms that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

Givanicus (Name of Bidder)
By: Jessica Yang (Signature of Affiant)
Manager of Business & Contracts (Title of Affiant)

Subscribed and sworn to before me this 10th day of January, 2020



NOTARY PUBLIC in and for the County of Hennepin (SEAL)

State of Minnesota

My Commission Expires: 1/31/2022

**Jackson County, Mo.
Vendors Compliance Reporting Submission System**

Thank you. Your Compliance Report has been accepted and will be reviewed by the Compliance Review Officer.

Report Confirmation Code: 191206120003V1808

1. Company Description

Company Name	Granicus, LLC.
Street Address	408 Saint Peter Street, Suite 600
City	St Paul
State	MN
Zip Code	55102
Business Representative	
First Name	Maxwell
Middle Name	
Last Name	Buccelli
Title	Business and Contracts Specialist
Phone	415-967-5570
E-mail	bizcon@granicus.com

2. Company Statistics

A Total number of employees	595
B Enter below the total number of employees who are:	
1 Women	198
2 Hispanic	29
3 Black	20
4 Asian	42
5 American Indian	0
6 Biracial	20
Employment Statistics were obtained from:	Employees can self-identify this data within our HR Information System

3 - 7. Advertising, Recruiting and training

- 3 Has your company advertised for applicants since your last report? Yes
 If so, please forward a list of publications in which ads appeared, the dates of advertising, and copies of such advertisement.
-
- 4 Has there been any effort since your last report to further orientate supervisors and key personnel to the spirit and intent of the program? No
 If so, please forward a detailed report of such efforts
-
- 5 Have there been any adjustments in your job prerequisites or your recruiting and hiring procedures? No
 If so, please forward a narrative describing the adjustments
-
- 6 Has any effort been made since your last report in disseminating your policy to all employees or in encouraging them to refer minority or female applicants? No
 If so, please forward a narrative of such efforts
-
- 7 Will you be forwarding any other comments or concerns which you would like to have reviewed as part of determining compliance with your programs? No
-
- 8 Do you intend to submit an MBE \ WBE sub-contractor Report No

this Vendor Compliance Report Submission was prepared by:

First Name	Maxwell
Last Name	Buccelli
Title	Business and Contracts Specialist

Forward all supporting documents and reports to:
 Tom Wyrsh
 Contract Compliance Review Director
 415 East 12th Street - 2nd Floor
 Kansas City, Missouri 64106
 EMAIL: cro@jacksongov.org
 FAX: (816)-881-1223



Jackson County, Mo Certificate of Compliance

Issued To:
Granicus, LLC.

Who is found to be in compliance with Chapter 6 Jackson County Code which prohibits discriminatory employment practices and promotes equal employment opportunity by contractors doing business with Jackson County

This certificate is effective for a twelve (12) month period following its date of execution.

Executed this 1st day of January, 2020


COMPLIANCE REVIEW OFFICER
JACKSON COUNTY, MISSOURI

Certificate ID: 191206120003V1808