

# Request for Legislative Action

Res. #21093  
Sponsor: Tony Miller  
Date: November 14, 2022

## Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21093
Sponsor(s):	Tony Miller	Legislature Meeting Date:	11/14/2022

## Introduction

**Action Items:** ['Authorize']

**Project/Title:**

A RESOLUTION authorizing a contract for the furnishing of software maintenance for use by the Office of the Clerk of the County Legislature to Granicus of St. Paul, MN, at an actual cost to the County in the amount of \$38,897.57 as a sole source purchase, subject to appropriation in the 2023 Jackson County budget.

## Request Summary

The Office of the Clerk of the County Legislature has a need for annual maintenance and support of its proprietary Granicus software. The Clerk of the Legislature currently uses Granicus Encoding, Open Platform Suite, and Meeting Efficiency Suite for Legislative meetings. The required maintenance agreement supports these critical applications necessary for County business.

Annual software maintenance agreements are considered sole source purchases, as the maintenance can only be provided by the software's developer. Pursuant to section 1030.1 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a software maintenance and support agreement for use by the Office of the Clerk of the County Legislature to Granicus of St. Paul, MN, at an actual cost to the County in the amount of \$38,897.57, as a sole source purchase, subject to appropriation in the 2023 Jackson County budget.

The Clerk of the County Legislature requests that award be made as recommended by the Director of Finance and Purchasing, and that the Director be and hereby is authorized to execute for the County any documents necessary for the accomplishment of the award.

## Contact Information

<b>Department:</b>	Clerk of Legislature	<b>Submitted Date:</b>	11/2/2022
<b>Name:</b>	Tedi H. Rowland	<b>Email:</b>	TRowland@jacksongov.org
<b>Title:</b>	Deputy County Clerk	<b>Phone:</b>	816-881-3246

## Budget Information

Amount authorized by this legislation this fiscal year:	\$ 0
Amount previously authorized this fiscal year:	\$ 0
Total amount authorized after this legislative action:	\$

## Request for Legislative Action

Is it transferring fund?			No
<b>Single Source Funding:</b>			
Fund:	Department:	Line Item Account:	Amount:
001 (General Fund)	0201 (Clerk of the Legislature)	56662 (Software Maintenance)	\$38,898

<b>Prior Legislation</b>	
<b>Prior Ordinances</b>	
Ordinance:	Ordinance date:
<b>Prior Resolution</b>	
Resolution:	Resolution date:
20880	February 22, 2022

<b>Purchasing</b>	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Sole Source
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Not Applicable
Have all required attachments been included in this RLA?	Yes

<b>Compliance</b>	
<b>Certificate of Compliance</b>	
In Compliance	
<b>Minority, Women and Veteran Owned Business Program</b>	
Goals Not Applicable for following reason: Sole Source	
MBE:	.00%
WBE:	.00%
VBE:	.00%
<b>Prevailing Wage</b>	
Not Applicable	

<b>Fiscal Information</b>
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## Request for Legislative Action

### History

Submitted by Clerk of Legislature requestor: Tedi H. Rowland on 11/2/2022. Comments:

Approved by Department Approver Mary Jo Spino on 11/2/2022 10:58:57 AM. Comments: At the direction of Troy Schulte, County Administrator, I am requesting this be on the legislative agenda of November 14, 2022 as this appropriation is subject to approval of the 2023 budget. Mary Jo Spino, Clerk of the County Legislature

Approved by Purchasing Office Approver Barbara J. Casamento on 11/2/2022 11:45:03 AM. Comments:

Approved by Compliance Office Approver Katie M. Bartle on 11/2/2022 11:55:58 AM. Comments:

Approved by Budget Office Approver David B. Moyer on 11/2/2022 12:36:40 PM. Comments:

Approved by Executive Office Approver Sylvia Stevenson on 11/2/2022 1:00:29 PM. Comments:

Approved by Counselor's Office Approver Elizabeth Freeland on 11/8/2022 3:48:50 PM. Comments:





## **MARY JO SPINO**

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### **CLERK OF THE COUNTY LEGISLATURE**

Jackson County Courthouse  
415 East 12th Street, Second Floor  
Second Floor  
Kansas City, Missouri 64106  
(816) 881-3242/Fax: (816) 881-3234  
4473  
coclerk@jacksongov.org

Independence Office  
201 West Lexington Avenue,

Independence, Missouri 64050  
(816) 881-1626/Fax: (816) 881-

**TO: CRAIG REICH, SENIOR BUYER**

**FROM: MARY JO SPINO, CLERK OF THE COUNTY LEGISLATURE**

**DATE: NOVEMBER 2, 2022**

**RE: GRANICUS SOFTWARE – SOLE SOURCE 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, agenda, video recordings, and live streaming for the legislative meetings in Kansas City and Independence. The Granicus software and hardware were upgraded in 2019 to the latest software version with high definition compatible encoders included.



408 Saint Peter Street, Suite 600  
Saint Paul, MN 55102  
United States

**THIS IS NOT AN INVOICE**

Order Form  
Prepared for  
Jackson County MO

## 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.**

### ORDER DETAILS

**Prepared By:** Noah Brogan  
**Phone:**  
**Email:** noah.brogan@granicus.com  
**Order #:** Q-222817  
**Prepared On:** 08/17/2022  
**Expires On:** 12/31/2022

### ORDER TERMS

**Currency:** USD  
**Payment Terms:** Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)  
**Current Subscription**  
**End Date:** 12/31/2022  
**Period of Performance:** 01/01/2023 - 12/31/2023

## PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Government Transparency Suite	Annual	1 Each	\$27,552.45
Send Agenda (Legistar)	Annual	1 Each	\$0.00
Legistar	Annual	1 Each	\$0.00
Granicus Encoding Appliance Software (GT)	Annual	2 Each	\$3,241.46
Open Platform Suite	Annual	1 Each	\$0.00
Meeting Efficiency Suite	Annual	1 Each	\$0.00
Upgrade to SDI 720p Streaming	Annual	2 Each	\$8,103.66
govDelivery for Integrations	Annual	1 Each	\$0.00
<b>SUBTOTAL:</b>			<b>\$38,897.57</b>

## TERMS & CONDITIONS

- The terms and conditions set forth in the Agreement effective 01/01/2022 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.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which the volume has changed from the prior term without regard to the prior term's per-unit pricing.