

Request for Legislative Action

Resolution No.: 21318

Sponsor: Megan L. Marshall

Date: June 22, 2023

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21318
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	6/26/2023

Introduction

Action Items: ['Award']

Project/Title:

A resolution awarding a contract for the upgrade of computer hardware and software for use by the County Clerk's Office to Granicus, Inc., of Denver, Colorado. It is an additional cost to the County in the amount of \$6,844.00, as a sole source purchase.

Request Summary

Granicus is the sole source provider of the legislative tracking software primarily used by the County Clerk's Office. The Granicus encoding appliance hardware and software located in the Kansas City Legislative Chamber is in need of an upgrade to the latest software version. The one-time hardware upgrade cost is \$5,500.00 and the annual software maintenance cost is \$1,344.00

The Director of IT recommends the award of the contract to Granicus for the upgrade of computer hardware and software as a sole source since they are the only vendor providing these services. Pursuant per 1030.1 this qualifies as a sole source.

Contact Information

Department:	Information Technology	Submitted Date:	6/14/2023
Name:	Michael Ohlsom-Dicus	Email:	mgohlson-dicus@jacksongov.org
Title:	Office Administrator	Phone:	816-881-3151

Budget Information

Amount authorized by this legislation this fiscal year:			\$6,844
Amount previously authorized this fiscal year:			\$ 0
Total amount authorized after this legislative action:			\$6,844
Is it transferring fund?			No
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
001 (General Fund)	1305 (Information Technology)	58173 (Computer Equipment/Terminal)	\$5,500
001 (General Fund)	1305 (Information Technology)	56661 (Software Purchases)	\$1,344

Request for Legislative Action

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
21093	November 14, 2022

Purchasing	
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

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

Fiscal Information	
<ul style="list-style-type: none">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.	

Request for Legislative Action

History

Submitted by Information Technology requestor: Michael Ohlsom-Dicus on 6/14/2023. Comments:

Approved by Department Approver Michael S. Erickson on 6/14/2023 1:53:33 PM. Comments:

Returned for more information by Purchasing Office Approver Barbara J. Casamento on 6/14/2023 3:06:38 PM. Comments: Can you please reference Section 1030.1 in the summary? Thanks

Submitted by Requestor Michael G. Ohlson-Dicus on 6/14/2023 4:06:22 PM. Comments:

Approved by Department Approver Michael S. Erickson on 6/14/2023 4:11:03 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 6/14/2023 4:14:47 PM. Comments:

Approved by Compliance Office Approver Ikeela Alford on 6/14/2023 4:28:12 PM. Comments:

Approved by Budget Office Approver Mark Lang on 6/16/2023 4:13:27 PM. Comments:

Approved by Executive Office Approver Sylvya Stevenson on 6/19/2023 12:04:16 PM. Comments:

Approved by Counselor's Office Approver Theresa E. Bullington on 6/22/2023 1:21:05 PM. Comments:

Fiscal Note:

This expenditure was included in the Annual Budget.

PC#

Date: June 16, 2023

RES #	21318
eRLA ID #:	977

<u>Org Code/Description</u>	<u>Object Code/Description</u>	<u>Not to Exceed</u>
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001	General Fund
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<u>1305</u>	<u>Information Technology</u>	<u>58173</u>	<u>Computer Equipment/Terminal</u>	<u>\$</u>	<u>5,500</u>
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1305	Information Technology	56661	Software Purchases	1,344
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APPROVED
By Mark Lang at 4:12 pm, Jun 16, 2023

Budget Office

\$ 6,844



408 St. Peter St, Suite 600
St. Paul, MN 55102

THIS IS NOT AN INVOICE

Order Form
Prepared for
Jackson County MO

Granicus Proposal for Jackson County MO

ORDER DETAILS

Prepared By:	Tauni Vakapuna
Phone:	
Email:	tauni.vakapuna@granicus.com
Order #:	Q-281989
Prepared On:	24 May 2023
Expires On:	10 Jul 2023

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance:	The term of the Agreement will commence on the date this document is signed and will continue for 12 months.

PRICING SUMMARY

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

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	Upon Delivery	1 Each	\$4,500.00
Granicus Encoding Appliance Hardware - Setup & Config	Upon Delivery	1 Each	\$875.00
US Shipping Charge C - Large Item	Upon Delivery	1 Each	\$125.00
SUBTOTAL:			\$5,500.00

New Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,344.00
SUBTOTAL:			\$1,344.00

PRODUCT DESCRIPTIONS

Solution	Description
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Granicus Encoding Appliance Hardware - Setup & Config	Remote configuration and deployment of an encoding appliance.
US Shipping Charge C - Large Item	US shipping of a large item

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-281989 dated 24 May 2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- 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.
- Granicus will provide a three (3) year warranty with respect to required hardware. Within the three (3) year warranty period, Granicus shall repair or replace any required hardware provided directly from Granicus that fails to function properly due to normal wear and tear, defective workmanship, or defective materials.

BILLING INFORMATION

Billing Contact:		Purchase Order Required?	<input type="checkbox"/> - No <input type="checkbox"/> - Yes
Billing Address:		PO Number: <i>If PO required</i>	
Billing Email:		Billing Phone:	

If submitting a Purchase Order, please include the following language:

The pricing, terms, and conditions of quote Q-281989 dated 24 May 2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Jackson County MO	
Signature:	
Name:	
Title:	
Date:	