



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Scott P. Johnson

SUBJECT: SEE BELOW

DATE: October 25, 2006

Approved

Date 10/30/06

COUNCIL DISTRICT: Citywide

SUBJECT: FIRST AMENDMENT TO THE AGREEMENT FOR WEBSTREAMING SOFTWARE INSTALLATION AND HOSTING SERVICES BETWEEN THE CITY OF SAN JOSE AND GRANICUS INC.

RECOMMENDATION

Adoption of a resolution authorizing the Director of Finance to:

1. Execute the first Amendment to the Web Streaming Software Installation and Hosting Services Agreement, with Granicus Inc. (San Francisco, CA) for the purchase of additional application software licenses and related installation services, increasing the compensation by \$18,950 for a not to exceed amount of \$117,503 for the contract term ending July, 2007.
2. Exercise three additional one-year options to renew ongoing maintenance and support services subject to the appropriation of funds.

OUTCOME

Approval of this request will ensure the capability to record audio-only at official City functions at remote locations where mobile services are required and to provide the immediate transfer to a format required for podcasting from the City Web Site. This is an additional format offering to the existing webstreaming services available on the City Web site.

BACKGROUND

Through a competitive solicitation, the City entered into an agreement with Granicus in July, 2005. The original agreement was for webcasting software that provides on-going hosting services, including audio and video broadcasting of City Council Meetings, as well as archiving and indexing meetings to enable easy and efficient public access to streaming content over the internet.

ANALYSIS

This amendment is for the purchase of additional software for the mobile encoding of audio files at the location where they are captured, allowing for the immediate conversion to Web broadcasting format (podcasting), thus eliminating the current time consuming process of re-recording from analog to digital format.

In support of the Sunshine Reforms, the addition of podcasting services will provide citizens with information on the various commission, committee and Council activities that take place where timely audio-visual services are not readily available.

Below is summary of costs, including optional on-going services, for the duration of the Agreement:

| | 1 | 2 | 3 | 4 | 5 |
|-------------------------|-----------------------------------|--|-----------------|--|-----------------------------------|
| Description | Original Agreement Cost Breakdown | Maintenance, Service and Support Year 1 (FY 06-07) | First Amendment | Annual Maintenance, Service and Support Years 2-4 (Through 2010) | Maximum Compensation Through 2010 |
| Media Manager Software | \$43,700.00 | | | | |
| Add Mobile Encoder SW | | | \$10,000.00 | | |
| Hardware | \$ 275.00 | | 0.00 | | |
| Installation and Setup | \$10,100.00 | | \$ 300.00 | | |
| Sales Tax | \$ 3,627.94 | | \$ 850.00 | | |
| Shipping | \$ 50.00 | | 0.00 | | |
| Maintenance and Support | \$20,400.00 | \$20,400.00 | \$ 7,800.00 | \$28,200.00 | |
| Total: | \$78,152.94 | \$20,400.00 | \$18,950.00 | \$84,600.00 | \$202,102.94 |

Amendment pricing is consistent with the discounts that were negotiated in the original agreement.

POLICY ALTERNATIVES

Not applicable.

PUBLIC OUTREACH/INTEREST

- Criteria 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criteria 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criteria 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

While this agreement does not meet any of the above criteria, this memorandum is posted on the City's website for the October 31, 2006 Council Agenda.

The Request for Quote that resulted in the original agreement was advertised on the City's Bid Line and on the DemandStar Bid Notification System, which proactively notifies suppliers.

COORDINATION

This memorandum has been coordinated with the City Manager's Budget Office, the City Clerk's Office, Information Technology, and the City Attorney's Office.

FISCAL/POLICY ALIGNMENT

This action is consistent with the following the General Budget Principles "We must focus on protecting our vital core city services for both the short- and long-term" and "We must continue to streamline, innovate, and simplify our operations so that we can deliver services at a higher quality level, with better flexibility, at a lower cost" and the Strategic Initiative "Make San Jose a Tech-Savvy City; lead the way in using technology to improve daily life."

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Subject: Agreement-Webstreaming Software Installation and Hosting Services Between CSJ and Granicus

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COST SUMMARY/IMPLICATIONS

Not applicable.

BUDGET REFERENCE

| Fund # | Appn. # | Appn. Name | Total Appn. | Amt. for Contract | 2006-2007 Proposed Budget* | Last Budget Action (Date, Ord. No.) |
|--------|---------|-----------------------------------|-------------|-------------------|----------------------------|-------------------------------------|
| 001 | 2712 | City Outreach & Education Efforts | \$398,000 | \$117,503 | IX-14 | |

* The 2006-2007 Proposed Budget was adopted on the June 27, 2006 Council Meeting.

CEQA

Not a project.


SCOTT P. JOHNSON
Director, Finance

For questions please contact Walter C. Rossmann, Chief Purchasing Officer at (408) 535-7051.