



MEMORANDUM

To: Mayor and City Council

From: Jerod Anderson, Director of Enterprise Solutions

Date: October 4, 2022

Reference: Consider approval to purchase Granicus Software from Carahsoft, DIR contract # DIR TSO-4288 in the amount of \$72,805.95 as budgeted; and authorizing the City Manager to execute all necessary documents.

2040: **Pillar 0 (Foundation): Sustainable Government**

Introduction:

This agenda item provides for the consideration and approval of Granicus software, which the City utilizes for meeting agendas, stream council meetings, Board and Commission application process, and more. The software is used extensively by the City Manager's Office, City Council, and all other departments for agenda items preparation.

Background:

The City of Coppell has been utilizing the Granicus software for many years and recently upgraded the video encoders, which provides the online streaming functionality. Granicus recently acquired GovQA, which is the software utilized for Request for Information applications. In years past, there has been two separate Granicus agreements, one for hardware and one for software. Following the acquisition of GovQA, staff worked to combine the three separate agreements into one. The new total contract amount requires City Council approval. The attached proposal is including the Granicus hardware and software maintenance, the GovQA application, and includes the Boards & Commission module. The Boards & Commission module is an additional \$5,745.00 annual subscription with a one-time setup/configuration fee of \$2,154.37. This brings the total attached proposal to \$72,805.95.

Benefit to the Community:

Granicus is beneficial to the community by providing the tools necessary for City staff to be able to create agendas that are published for City Council and board meetings. In addition, the tools provided by the Granicus applications allow meetings to be broadcasted online. With the addition of the Boards

& Commission module, City staff will be able to provide a more streamlined application process for potential board candidates.

Legal Review:

The Procurement Division has reviewed the documents and determined that this is an appropriate method of contracting with the vendor.

Fiscal Impact:

The fiscal impact of this Agenda item is \$72,805.95, as budgeted in the General Fund.

Recommendation:

The Enterprise Solutions Department recommends approval.