

## REPORT TO CITY COUNCIL

**DATE:** JULY 10, 2024

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** NATHAN HAMBURGER, CITY MANAGER

**BY:** RAMIRO ADEVA, ASSISTANT CITY MANAGER  
AMBER VICTORIA, MANAGEMENT ANALYST

**SUBJECT:** APPROVE FIRST AMENDMENT TO AGREEMENT FOR CONTRACTOR SERVICES WITH GRANICUS, LLC

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In July 2022, the City Council approved a two-year agreement with Granicus, LLC to deliver web streaming services. The current contract is set to expire on July 31, 2024. Under the existing agreement, there is an option to extend it for an additional one-year term. The initial two-year term of the agreement was for a total contract price of \$80,000.

The one-year extension would be for \$42,843.63 for the additional year, bringing the new total contract price to \$122,843.63.

Web streaming is available via the City's website for City Council and Planning Commission meetings. Users are able to search for particular footage and navigate to specific time stamps during the meetings within archived meetings or use key words to locate specific agenda items. Users are able to view staff reports and other related documents to any particular meeting as well.

The ability to remotely view public meetings, or review archived meetings and documents, is of significant value to the community. It provides a convenient option to remain informed on local issues, as well as view the process and discussions that led to governing board decisions.

This fiscal year, as part of the process to redesign the City's website, staff will continue exploring options of delivering web streaming services that are compatible with the City's online resources. In the meantime, it is necessary to extend the current contract to avoid a lapse in the City's ability to live stream and archive City Council and Planning Commission meetings.

If approved by the City Council, the first amendment will extend the current agreement until June 30, 2025.

The first amendment to the agreement has been reviewed and approved as to form by the City Attorney.

## **FISCAL IMPACT**

There will be no fiscal impact to the FY 2024-25 Budget as the funding is currently allocated in Fund 010-4195-552000 (Automated Office Systems/Contract Services).

## **RECOMMENDATION**

Staff respectfully recommends the City Council approve the First Amendment to the Agreement for Contractor Services with Granicus, LLC.

Attachment: First Amendment to Agreement for Contractor Services

FIRST AMENDMENT TO AGREEMENT FOR CONTRACTOR SERVICES  
WITH THE CITY OF AGOURA HILLS

NAME OF CONTRACTOR:	Granicus, LLC
RESPONSIBLE PRINCIPAL OF CONTRACTOR:	Attn: Kelly Oliver
CONTRACTOR'S ADDRESS:	1152 15th St. NW, #800 Washington, DC 20005
CITY'S ADDRESS:	City of Agoura Hills 30001 Ladyface Court Agoura Hills, CA 91301 Attn: City Manager
PREPARED BY:	<small>DocuSigned by:</small> <i>Kelly Oliver</i> <small>085201CE166448D...</small> Ramiro Adeva
COMMENCEMENT DATE:	July 1, 2024
TERMINATION DATE:	June 30, 2025
CONSIDERATION:	Amendment Amount: \$42,843.63 Total Contract Price: \$122,843.63 Not to Exceed: \$42,843.63/yr.

**FIRST AMENDMENT TO AGREEMENT BETWEEN  
CITY OF AGOURA HILLS AND GRANICUS, LLC**

THIS FIRST AMENDMENT is made and entered into as of July 10, 2024, by and between the City of Agoura Hills, a municipal corporation (hereinafter referred to as "City"), and Granicus, LLC (hereinafter referred to as "Contractor"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. This Amendment is made with the respect to the following facts and purposes:

a. On June 22, 2022, the City and Contractor entered into that certain Agreement entitled "Agreement for Contractor Services Between the City of Agoura Hills and Granicus, LLC" in the amount of Eighty Thousand Dollars and Zero Cents (\$80,000).

b. The parties now desire to extend the term of the agreement to June 30, 2025, increase the total payment by the amount of Forty-Two Thousand Eight Hundred Forty-Three Dollars and Sixty-Three Cents (\$42,843.63), for a total contract amount of One Hundred Twenty-Two Thousand Eight Hundred Forty-Three Dollars and Sixty-Three Cents (\$122,843.63), and to amend the Agreement as set forth in this Amendment.

2. Section 1 of the Agreement entitled "**TERM**" is hereby amended to read as follows:

"This Agreement shall remain and continue in effect until tasks herein are completed, but in no event later than June 30, 2025, unless sooner terminated pursuant to the provisions of this Agreement."

3. Section 4 of the Agreement entitled "**PAYMENT**" at paragraph "a" is hereby amended to read as follows:

"The City agrees to pay Contractor monthly, in accordance with the payment rates and schedules and terms set forth in Exhibit B, Payment Rates and Schedule, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. Any terms in Exhibit B, other than the payment rates and schedule of payment, are null and void. The FIRST Amendment amount shall not exceed Forty-Two Thousand Eight Hundred Forty-Three Dollars and Sixty-Three Cents (\$42,843.63), for a total contract Agreement amount of One Hundred Twenty-Two Thousand Eight Hundred Forty-Three Dollars and Sixty-Three Cents (\$122,843.63).

4. Except for the changes specifically set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect.

