
File ID: 2026-00891

5/12/2026

[Contract Amendment] Granicus Video Streaming and Agenda Management

File ID: 2026-00891

Location: Citywide

Recommendation: Pass a **Motion** authorizing the City Clerk or designee to execute Contract Amendment No. 2 to City Agreement No. PRC002211 with Granicus, LLC dba GRANICUS to renew existing services for an additional three years in an amount not-to-exceed \$371,665.70, bringing the agreement's total not-to-exceed amount to \$653,268.90.

Contact: Kamie Southward, Council Clerk Operations Manager, (916) 808-7604, ksouthward@cityofsacramento.org; Mindy Cuppy, City Clerk, (916) 808-5442, mcuppy@cityofsacramento.org; Office of the City Clerk

Presenter: None

Attachments:

1-Description/Analysis

2-Contract Amendment No. 2

Description/Analysis

Issue Detail: On July 1, 2023, the City of Sacramento entered into Agreement PRC002211 with Granicus LLC dba GRANICUS for products and services related to the administration of commission, committee, board, and City Council meetings. These services, including video streaming and agenda management, are essential to comply with California State Law and the Ralph M. Brown Act. On April 3, 2025, the city supplemented and modified the contract to renew Granicus services for an additional year and increase the not-to-exceed amount. The current agreement is set to expire on June 30, 2026.

Staff recommends Council approve Contract Amendment No. 2 to PRC002211 with Granicus, LLC dba GRANICUS to renew the existing services for an additional three years, until June 30, 2029, and ensure no disruption in essential services occurs.

Policy Considerations: The proposed contract amendment exceeds the City Manager's approval authority, requiring Council approval, pursuant to Sacramento City Code Section 3.56.090.

Economic Impacts: None.

Environmental Considerations:

California Environmental Quality Act (CEQA): The proposed action is not a project under CEQA because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines §15378(b)(5).)

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: Approving the contract will increase the not-to-exceed amount needed to extend Granicus services currently, ensuring a seamless continuation of essential services, and for another three years.

Financial Considerations: The original not-to-exceed amount of the agreement was \$281,603.20. The proposed Contract Amendment No. 2, in the amount of \$371,665.70, increases the agreement's not-to-exceed amount to \$653,268.90. Sufficient funding exists in the City Clerk's Office operating budget to cover the expenses of an additional three years of Granicus's necessary services.

Local Business Enterprise (LBE): Not applicable.

CONTRACT #: PRC002211]
AMENDMENT #: 2]
CONTRACT NAME: Granicus Video Streaming and Agenda Management]
NOT TO EXCEED AMOUNT (INCLUDING SUPPLEMENTS): \$653,268.90]

DATE: April 7, 2026]
PROJECT: N/A]
SOLICITATION: SSJ93799]
MOTION / DATE OR FILE ID: 2026-00891]

CITY OF SACRAMENTO

**CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT**

The City of Sacramento ("City") and Granicus, LLC dba GRANICUS ("Contractor"), as parties to that certain contract designated as Contract Number PRC002211, including any and all prior amendments modifying the contract (the contract and all amendments are hereafter collectively referred to as the "Contract"), hereby amend the Contract as follows:

- 1. The scope set forth in Exhibit A of the Contract is amended as follows:

This amendment is enacted to renew Granicus services for an additional three years, continuing uninterrupted beginning June 30, 2026, and ending on June 30, 2029. Service costs and details are included in Attachment 1.

- 2. The maximum not-to-exceed amount that is specified in the Contract for payment of Contractor's fees and expenses is **increased**/decreased by \$371,665.70, and the Contract's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	\$179,525.29
Net change by previous amendments:	\$102,077.91
Not-to-exceed amount prior to this amendment:	\$281,603.20
Increase by this amendment:	\$371,665.70
New not-to exceed amount including all amendments:	\$653,268.90

- 3. Contractor agrees that the amount specified in section 2 above shall fully compensate Contractor under the Contract, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Contractor.
- 4. Contractor warrants and represents that the person or persons executing this contract amendment on behalf of Contractor is duly authorized by Contractor to sign this amendment and bind Contractor to the terms hereof.
- 5. Except as specifically revised herein, all terms and conditions of the Contract shall remain in full force and effect, and Contractor shall perform as required under the Contract, as modified by this amendment.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Project Manager

Approved By:

DocuSigned by:


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Contractor

Approved By:

Authorized Signatory, Title
City of Sacramento

Approved As To Form By:


[Matthew Ruyak \(Apr 16, 2026 15:13:45 PDT\)](#)

City Attorney

Attest:

City Clerk



THIS IS NOT AN INVOICE

Order Form
Prepared for
Sacramento, CA

Granicus Proposal for Sacramento, CA

ORDER DETAILS

Prepared By: Andi Vargas
Phone:
Email: andi.vargas@granicus.com
Order #: Q-526053
Prepared On: 03 Mar 2026
Expires On: 26 Apr 2026

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: 30 Jun 2026
Initial Order Term End Date: 30 Jun 2029
Period of Performance: 01 Jul 2026 - 30 Jun 2027



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
Legistar	Annual	1 Each	\$41,748.36
Upgrade to SDI 720p Streaming	Annual	1 Each	\$4,758.19
eComment	Annual	1 Each	\$10,589.83
Open Platform Suite	Annual	1 Each	\$0.00
Meeting Efficiency Suite	Annual	1 Each	\$17,513.95
Government Transparency Suite	Annual	1 Each	\$31,565.84
Granicus Encoding Appliance Software (GT)	Annual	2 Each	\$6,109.54
SUBTOTAL:			\$112,285.71



FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	01 Jul 2027 - 30 Jun 2028	01 Jul 2028 - 30 Jun 2029
Legistar	\$45,923.20	\$50,515.52
Upgrade to SDI 720p Streaming	\$5,234.01	\$5,757.41
eComment	\$11,648.81	\$12,813.69
Open Platform Suite	\$0.00	\$0.00
Meeting Efficiency Suite	\$19,265.35	\$21,191.88
Government Transparency Suite	\$34,722.42	\$38,194.67
Granicus Encoding Appliance Software (GT)	\$6,720.49	\$7,392.54
SUBTOTAL:	\$123,514.28	\$135,865.71



PRODUCT UPDATES

FOR INFORMATION ON RECENT AND UPCOMING PRODUCT ENHANCEMENTS ACROSS THE GRANICUS PORTFOLIO, PLEASE REFER TO THE SEMIANNUAL UPDATE INFORMATION ON THIS WEBPAGE:
: [HTTPS://GRANICUS.COM/SEMIANNUAL-UPDATES/](https://granicus.com/semiannual-updates/)

PRODUCT DESCRIPTIONS

Solution	Description
Legistar	<p>Legistar is a Software-as-a-Service (SaaS) solution that enables government organizations to automate the entire legislative process of the clerk's office. Clerks can leverage Legistar to easily manage the entire legislative process from drafting files, through assignment to various departments, to final approval. Legistar includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies and meeting types • Unlimited data storage and retention • Up to one (1) Legistar database • Up to one (1) InSite web portal
Upgrade to SDI 720p Streaming	Upgrade to SDI 720p Streaming (requires Digital encoder and HD feed)
eComment	eComment reduces staff time by providing the ability to effortlessly collect and manage citizen input on agenda items. Citizens are allowed to either submit comments in regards to items or sign up to speak before a scheduled meeting.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Meeting Efficiency Suite	<p>Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, use LiveManager to record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word, and publish online with the click of a button. Meeting Efficiency includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts



Solution	Description
	<ul style="list-style-type: none"> • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • Up to one (1) MS Word minutes template (additional templates can be purchased if needed)
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.
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.



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-526053 dated 03 Mar 2026 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 Sacramento, CA 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.

- The terms and conditions set forth in the agreement effective 01 Jul 2020 (the "Agreement") are incorporated herein by reference.



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-526053 dated 03 Mar 2026 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.

Sacramento, CA	
Signature:	
Name:	
Title:	
Date:	