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**Title:** CONSIDER APPROVAL OF AMENDMENT NO. 1, TO THE AGREEMENT (22-184) WITH VERTOSOFT LLC. FOR OPENGOV CAPITAL PLANNING AND CAPITAL PRE-SCREENING FOR THE CITY OF CARSON AND CONSIDER APPROVAL OF RESOLUTION 23-185 AMENDING THE FISCAL YEAR 2023-2024 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS (CITY COUNCIL)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1. Contract Amendment No. 1 OpenGov, 2. Exhibit 2. Vertosoft, LLC Contract, 3. Exhibit 3. Vertosoft, LLC Quote, 4. Exhibit 4. Resolution 23-185

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**

Tuesday, November 21, 2023

Consent

**SUBJECT:**

**CONSIDER APPROVAL OF AMENDMENT NO. 1, TO THE AGREEMENT (22-184) WITH VERTOSOFT LLC. FOR OPENGOV CAPITAL PLANNING AND CAPITAL PRE-SCREENING FOR THE CITY OF CARSON AND CONSIDER APPROVAL OF RESOLUTION 23-185 AMENDING THE FISCAL YEAR 2023-2024 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS (CITY COUNCIL)**

**I. SUMMARY**

The City’s annual budget is available on the City’s website as well as printed in hardcopy for elected officials, residents, and a select number of staff. Staff recommends the addition of Capital Budgeting to assist the transitioning from the printed budget document to an interactive digital budget web-portal dashboard, which would be presented in a more understandable way, broaden citizen engagement, and strengthen public trust. The platform is a product of OpenGov Inc. with whom the City of Carson can acquire solutions through Cooperative Purchasing via Vertosoft, LLC, an authorized reseller of OpenGov Inc.’s solutions. In addition to the current platforms, the two new platforms: (1) Capital Planning, and (2) Capital Pre-Screening, would allow staff to create a Capital Budget with Capital Project Reporting with integration into the Project Ledger, and the creation of the

CIP Book.

The contract amendment will be for the remaining 4 years of the current agreement for a total not to exceed amount of \$207,381.04, with the initial year being \$73,894.73 to include deployment and integration with the current ERP system Tyler Munis. (Exhibit No. 1)

The cooperative purchasing agreement being referenced is contract No. 220105 between The Interlocal Purchasing System (TIPS) and Vertosoft LLC.

## **II. RECOMMENDATION**

TAKE the following actions:

1. WAIVE the bidding requirements of the Carson Municipal Code (CMC) pursuant to Carson Municipal Code Sections 2611(g) (cooperative purchasing); and
2. APPROVE Amendment No. 1 to the Contract Services Agreement with Vertosoft, LLC for OpenGov Capital Planning and Capital Pre-screening for four years, for a total not to exceed amount of \$207,381.04 bringing the total Contract Sum to \$575,544.50; and
3. AUTHORIZE the Mayor to execute Amendment No. 1 following approval as to form by the City Attorney.
4. WAIVE further reading and ADOPT Resolution No. 23-185, "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023-24 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS" (Exhibit No. 4)

## **III. ALTERNATIVES**

TAKE another action the City Council deems appropriate, consistent with the requirements of the law.

## **IV. BACKGROUND**

The OpenGov software includes implementation of operating budgets, workforce planning, online budget book, reporting and transparency platform, reporting and analytics dashboards, stories, open town hall, and data management components. Public Works is requesting to amend the current contract to include the integration of Capital Improvement Plan (CIP) into the budget system. The CIP is currently conducted via Excel. OpenGov will automate the creation of the budget book and move the budget book from a published document to an online easily navigable document. Currently the production of the budget book compiles files from a number of platforms and takes hours of communications staff time to complete. OpenGov will save significant finance and communications staff time along with giving departments much more control and transparency around their budget submissions.

OpenGov provides software solutions for municipalities all over the country and in California, including Laguna Beach, Lomita, Buena Park, Irvine, Fresno.

Section 2611(g) of the City's Municipal Code (CMC) allows City, through its Purchasing Manager, to dispense with competitive bidding processes to purchase materials, supplies, equipment, or services by utilizing a cooperative purchasing program engaged in by any local, county, State, or Federal public entity or entities, even if the contracts and implementing agreements entered into by the participating entity or association under those cooperative purchasing programs were not entered into pursuant to a process that resulted in the contract being awarded to the lowest responsible and responsive bidder under CMC 2610(i); provided, that the selected bidder was selected in compliance with the competitive bidding or proposal process requirements of any participating entity or association within three years of City's approval of the City contract entered into with the selected bidder via cooperative purchasing. The City Council has made a determination that the benefits to City of utilizing cooperative purchasing outweigh any incremental higher price that may be paid by City in certain instances as a result of not soliciting directly utilizing the lowest responsible and responsive bidder standard under CMC 2610(i).

The Purchasing Manager has determined that City's procurement of the additional OpenGov solutions qualifies as a bidding exemption under CMC Section 2611(g). **V. FISCAL IMPACT**

The cost associated with Amendment No. 1 for the first year is \$73,894.73. Funds for the project were not included in the Fiscal Year 2023-2024 budget; therefore, if Amendment No. 1 is approved by the City Council, the Fiscal Year 2023-2024 budget will need to be amended by \$73,894.73 via Resolution No. 23-185 (Exhibit No. 4)

## **VI. EXHIBITS**

1. Vertosoft, LLC. Amendment No. 1 (pgs. 4-27)
2. Vertosoft, LLC. Contract (pgs. 28-80)
3. Vertosoft, LLC Quote (pgs. 81-82)
4. Budget Resolution 23-185 (pgs. 83-84)

Prepared by: Arlington Rodgers, Director of Public Works and Garrett Roberts, Principal Administrative Analyst