

Mayor and Council Communication

DATE: 05/12/26

M&C FILE NUMBER: M&C 26-0403

LOG NAME: 04AMEND GRANICUS CONTRACT

SUBJECT

(ALL) Authorize Execution of an Amendment to Agreement with Granicus, LLC to Add Five One-Year Renewal Options for Renewal of Granicus-Branded Software in an Amount Up to \$104,117.81, for the First Such Renewal and with Annual Increases Up to Seven Percent Thereafter, for the Information Technology Solutions Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an amendment to City Secretary Contract No. 60005 with Granicus, LLC, to add five one-year renewal options for the renewal of Granicus-branded software in an annual amount up to \$104,117.81, with annual increases up to seven percent, for the Information Technology Solutions Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to amend City Secretary Contract (CSC) No. 60005 with Granicus, LLC to add five additional one-year renewal options in an annual amount up to \$104,117.81, with annual increases of up to seven percent beginning in year five of the agreement. This amendment will allow for the continued use of the Granicus-branded software for the City Secretary's Office.

On August 28, 2023, the City executed CSC No. 60005 with Granicus, LLC (Granicus), for the purchase of the Granicus-branded software for the City Secretary's Office in an amount up to \$97,306.37 annually, with two (2) one-year renewal options. Software purchased under this agreement includes the Boards and Commissions platform, Government Transparency suite, video streaming platform, and various other platforms used by the City Secretary's Office. The current term of CSC No. 60005 shall expire June 30, 2026 with zero options left to renew.

Upon City Council approval, CSC No. 60005 will be amended to add renewal options for the purchase of Granicus-branded software with expected annual subscription fees for years four through six of the agreement as follows.

Subscription Term	Annual Subscription Fees
July 1, 2026 to June 30, 2027	\$ 104,117.81
July 1, 2027 to June 30, 2028	\$109,323.71
July 1, 2028 to June 30, 2029	\$ 114,789.89

A Chapter 252 exemption request related to this agreement was reviewed and approved by the City Attorney's Office as a sole source.

Funding is budgeted in the Other Contractual Services account within the Info Technology Systems Fund for the Information Technology Solutions Department.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERM: Upon City Council approval and execution of the amendment and third renewal, the agreement shall renew effective July 1, 2026 and expire June 30, 2027.

RENEWAL OPTIONS: The agreement may be renewed for up to four (4) additional one-year terms, at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during each renewal period.

This agreement will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Info Technology

Systems Fund to support approval of the recommendation and execution of the contract amendment. Prior to an expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

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