


CITY COUNCIL ACTION REQUEST			
DEPARTMENT(S) Finance	CEQA Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	COORDINATION City Attorney's Office; City Clerk's Office; City Manager's Budget Office	Director Approval <div style="text-align: center;">/s/ Maria Öberg</div>
COUNCIL DISTRICT(S) Citywide			CMO Approval <div style="text-align: center;">  12/3/25 </div>
SUBJECT: Fourth Amendment to the Agreement with Granicus, LLC for an Electronic Filing System for Form 700 and Campaign Finance Forms			
RECOMMENDATION			
<p>Adopt a resolution authorizing the City Manager or her designee to negotiate and execute the Fourth Amendment to the Agreement with Granicus, LLC (Saint Paul, Minnesota) for an electronic filing system for Form 700 and campaign finance forms, to extend the term of the agreement for an additional one-year option term, for a total of seven options through December 31, 2026, under the same material terms and conditions as the original agreement, with a maximum compensation not to exceed \$62,754 for the option period beginning on January 1, 2026, and ending on December 31, 2026, subject to the appropriation of funds.</p>			
BASIS FOR RECOMMENDATION			
<p>On November 15, 2017, the City entered into an agreement with SouthTech Systems, Inc. for an electronic filing system for Form 700 and campaign finance forms. In 2019, SouthTech Systems, Inc. was acquired by Granicus, LLC. The initial term of the agreement from November 15, 2017, through December 31, 2019, had a maximum compensation amount not to exceed \$97,200. Between 2019 and 2023, staff executed three amendments to: (i) extend the agreement through December 31, 2023; (ii) add additional scope; and (iii) further extend the term through December 31, 2025. In May 2025, the City released a new solicitation to replace the existing system, and on September 5, 2025, a new vendor was awarded the contract.</p> <p>Staff requests authority to add an additional one-year option term, for a total of seven option terms, to extend the agreement through December 31, 2026. This extension will allow sufficient time to complete implementation of, and for the City to transition to the new solution.</p> <p>Approval of this recommendation will ensure continued, uninterrupted support and maintenance of the City's existing electronic filing system used for Form 700 filings and campaign finance form submittals, while providing additional time to complete the implementation of and transition to the new solution.</p>			
COMMISSION RECOMMENDATION AND INPUT			
<p>No commission recommendation or input is associated with this action.</p>			

COST AND FUNDING SOURCE
The recommended action related to the amendment of this agreement will be funded by the City Clerk's Non-Personal/Equipment appropriation in the General Fund for 2025-2026. Funding for 2026-2027 is subject to the appropriation of funds.
FOR QUESTIONS CONTACT: For program related questions, please contact Toni Taber, City Clerk, at toni.taber@sanjoseca.gov . For contract and procurement related questions, please contact Albie Udom, Deputy Director of Purchasing and Risk Management, Finance Department, at albie.udom@sanjoseca.gov or (408) 535-7059.