



Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Kelsey Pettijohn, City Clerk

Approved by: Steve McClary, Interim City Manager

Date prepared: May 26, 2022 Meeting date: June 13, 2022

Subject: Amendment to Professional Services Agreement with PrimeGov

RECOMMENDED ACTION: Authorize the Mayor to execute Amendment No. 1 to Professional Services Agreement with PrimeGov for certain projects relating to the live cast streaming of public meetings, live meeting management, and virtual public meeting capabilities in the amount of approximately \$15,000.

FISCAL IMPACT: No additional appropriation is required. Funding for this agreement was included in the Adopted Budget for Fiscal Year 2021-2022 in Account No. 100-7007-5100 (Professional Services).

WORK PLAN: This item was not included in the Adopted Work Plan for Fiscal Year 2021-2022. This project is part of normal staff operations.

DISCUSSION: As a result of the COVID-19 pandemic and in accordance with emergency orders in place at the time, in March 2020 the City suspended in-person City Council, Commission, Committee, and Board meetings and transitioned to virtual meetings. The City entered into an agreement with PrimeGov to build and support a virtual public meeting platform.

The City continues to conduct virtual meetings in accordance with AB 361 using the PrimeGov platform. As the COVID-19 pandemic is ongoing and it is uncertain when the City will transition to in-person or hybrid meetings, or if changes in the emergency conditions after that transition could require a return to virtual meetings, staff recommends extending the term of the agreement one year. The compensation for services reflects a 5% increase in the annual fee.

ATTACHMENTS: Amendment No. 1 to Professional Services Agreement with PrimeGov

AMENDMENT NO. 1 TO AGREEMENT

THIS AMENDMENT NO. 1 TO AGREEMENT is made and entered in the City of Malibu on June 13, 2022, by and between the CITY OF MALIBU, hereinafter referred to as City, and PrimeGov, hereinafter referred to as Consultant.

The City and the Consultant agree as follows:

RECITALS

A. On June 1, 2020, the City entered into an Agreement with Consultant for consulting services for certain projects relating to the live cast streaming of public meetings, minutes and live meeting management, virtual public meeting capabilities and related services offered by Consultant (the "Agreement").

B. The City desires to amend the Agreement to extend the term of the agreement and amend the cost schedule.

NOW THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the parties hereto agree as follows:

1. Section 2.0 – Term of Agreement, of the Agreement, is hereby extended to June 1, 2023.
2. Section 4.0 – Compensation for Services, of the Agreement, is hereby amended as set forth in Exhibit A attached hereto.
3. The Parties agree that this Amendment will be considered signed when the signature of a party is delivered physically or by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.
4. All terms and conditions of the Agreement not amended by this Amendment No. 1 remain in full force and effect.

This Agreement is executed on _____, at Malibu, California, and effective as of June 1, 2022.

CITY OF MALIBU:

PAUL GRISANTI, Mayor

ATTEST:


KELSEY PETTIJOHN, City Clerk
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED
BY THE CITY ATTORNEY'S OFFICE

JOHN COTTI, Interim City Attorney

CONSULTANT:

 Digitally signed
by Sherif Agib
Date: 2022.05.16
18:09:30 -07'00'

By: Sherif Agib
Title: President

Exhibit A

What's Included	Price
Agenda Management	Not Included 0
Minute & Live Meeting Management	Included 14,486.85
Electronic Voting	Not Included 0
Video Streaming	Included 0
Committee Management	Not Included 0
Community Engagement	Included 0
Total Annual Cost	\$14,486.85

5% Annual Increase

2023 Annual Cost	\$15,211.19
2024 Annual Cost	\$15,971.75
2025 Annual Cost	\$16,770.34