



Huntsville, Alabama

305 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 6/26/2025

File ID: TMP-5680

Department: City Clerk

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to execute a Second Amendment to the Granicus Service Agreement Q-457862 between the City of Huntsville and Granicus, LLC, to replace the Live Cast Encoder and to Renew the Annual Subscription for Legistar.

Resolution No.

Finance Information:

Account Number: TBD

City Cost Amount: \$5,247.00 for Encoder (One-Time Fee) / \$38,848.97 for Legistar (Annual Fee)

Total Cost: \$44,095.97

Special Circumstances:

Grant Funded: N/A

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

The current Live Cast Encoder needs replacement due to the expiring warranty; the Renewing Subscription Fees is the annual renewal for the use and support of our Legistar Agenda System.

RESOLUTION NO. 25-

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that the Mayor be, and is hereby authorized on behalf of the City of Huntsville, a Municipal Corporation in the State of Alabama, to execute a Second Amendment to the Granicus Service Agreement by and between the City of Huntsville and Granicus, LLC, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as “Second Amendment to the Granicus Service Agreement Q-457862 between the City of Huntsville and Granicus, LLC, to replace the Live Cast Encoder and to Renew the Annual Subscription for Legistar.” consisting of three (3) pages including exhibit “A” with the date of June 26, 2025, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk of the City of Huntsville, Alabama.

ADOPTED this the 26th day of June, 2025.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 26th day of June, 2025.

Mayor of the City of Huntsville,
Alabama

Second Amendment to the Granicus Service Agreement between Granicus, LLC and Huntsville, AL

This Second Amendment to the Granicus, LLC Service Agreement is effective on the date this document is signed and entered into by and between Granicus, LLC, a Minnesota Limited Liability Company d/b/a Granicus (hereinafter referred to as "Granicus"), and Huntsville, AL (hereinafter referred to as "Client"), with reference to the following:

WHEREAS, the Client and Granicus entered into an Agreement effective 09 Sep 2020 (the "Agreement"); and

WHEREAS, in addition to Client's existing solution, Client wishes to add certain products and services as detailed in Q-457862, which is attached as Exhibit A and incorporated herein by reference; and

NOW, THEREFORE, in consideration of the premises, the parties intend that the Agreement be amended as follows:

1. Compensation shall be amended to include the fees detailed in Exhibit A. Exhibit A is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of the Client to provide applicable exemption certificate(s).
2. Except as amended by this Second Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.
3. In the event of any inconsistency between the provisions of this Second Amendment and the documents comprising the Agreement, the provisions of this Second Amendment shall prevail.

IN WITNESS WHEREOF, the parties have caused this Second Amendment to be executed by their duly authorized representatives.

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.

Huntsville, AL**Signature:****Name:** Tommy Battle**Title:** Mayor**Date:** June 26, 2025**Granicus****Signature:****Name:****Title:****Date:**

Exhibit A**ORDER DETAILS**

Prepared By: Andrea Marin
Phone:
Email: andrea.marin@granicus.com
Order #: Q-457862
Prepared On: 17 Jun 2025
Expires On: 11 Oct 2025

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: 11 Oct 2025
Period of Performance: 12 Oct 2025 - 11 Oct 2026

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Granicus Live Cast Encoder – Hardware	Up Front	1 Each	\$4,081.00
Granicus Live Cast Encoder Setup and Configuration	Up Front	1 Each	\$1,020.25
US Shipping Charge C - Large Item	Up Front	1 Each	\$145.75
SUBTOTAL:			\$5,247.00

Renewing Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Legistar	Annual	1 Each	\$20,940.71
Government Transparency Suite	Annual	1 Each	\$16,223.57
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,684.69
Open Platform Suite	Annual	1 Each	\$0.00
SUBTOTAL:			\$38,848.97