

From: [Steve Corbeille](#)
To: [Scott McMeans - D2](#); [Mackenzie Reed-Kadow](#)
Cc: [Eric Sitkiewitz - D6](#)
Subject: RE: Granicus Agreements
Date: Monday, September 14, 2020 3:00:07 PM

Scott,

I will not be in attendance for the September Council Meeting, so I wanted to provide you with information on the questions you had regarding the Granicus agreement.

I am checking into the cost increases and have the following to report at this time and am awaiting a response from Granicus on the Closed Captioning agreement, which is a separate agreement from the traditional Granicus Software we have used since 2014 for our meeting/agenda/minute management.

The history of any increases in the Granicus Software Meeting Management Software is as follows:

2014 - Open Platform Suite	1,000	
- Government Transparency Suite	4,475	
- Meeting Efficiency Suite	4,900	
- Legislative Management Suite	15,550	for a total of \$25, 925 and the city received a promo discount of \$5,400

These fees were in place from inception thru November 30, 2019, with the exception the city added a digital encoder in 2017 that increased the annual cost \$1,200

2019 - Open Platform Suite	2,430.42	
Encoding Appliance	2,400.00	
Government Transparency Suite	5,915.30	
Legistar	9,644.51	
Meeting Efficiency Suite	6,301.08	for a total of \$26,691.31 or 3% increase from 2014 or \$766.31/annually

2020 - Open Platform Suite	2,459.59	
Encoding Appliance	2,428.80	
Government Transparency Suite	5,986.28	
Legistar	9,760.24	
Meeting Efficiency Suite	6,376.69	for a total of \$27,011.60 or 1.12% increase from 2019 or \$320.29/annually

So, since the inception the annual fees have increased \$1,086 annually or 4.19% ($27,011.60 - 25,925/25,925=4.19\%$)

The price escalation of 7% appears to be on the Closed Captioning agreement and I will report back what I find out on the reasoning behind this escalation.

Steven A. Corbeille | Finance Director/Treasurer
City of Manitowoc
900 Quay St., Manitowoc, WI 54220
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scorbeille@manitowoc.org
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-----Original Message-----

From: Scott McMeans - D2 <smcmeans@manitowoc.org>

Sent: Wednesday, September 09, 2020 1:22 PM

To: Mackenzie Reed-Kadow <mreedkadow@manitowoc.org>

Cc: Steve Corbeille <scorbeille@manitowoc.org>; Eric Sitkiewitz - D6 <esitkiewitz@manitowoc.org>

Subject: Re: Granicus Agreements

Thanks Mackenzie!

Steve- not sure if you want to look into this further as you were on the front end of this contract, but a 7% annual increase is absurd if you ask me. I understand that if your dealing with variables like fuel or consumables that increases could be that high each year, but not for software with general updates. I would love to see what has improved for a 21% increase in 3 years.

The question about are we concerned... I would answer yes as I do not see how we continue to support this product when we do not have budgeted increase that high.

I copied Eric as the Council President and a Finance member to weigh in as well. I know we are well into this product, so I am not sure what leverage we have to push back on increases like this unless we approve one year to keep it going and then start pushing for a better contract.

Scott

Sent from my iPad

> On Sep 9, 2020, at 11:35 AM, Mackenzie Reed-Kadow <mreedkadow@manitowoc.org> wrote:

>

> Good morning,

>

> This is the response I received back from Granicus:

>

> "Your current contract for Legistar/Government Transparency Suite/Meeting Efficiency Suite has increases that are equal to the current CPI percentage.

>

> Our standard annual increases are 7%, which account for maintenance and improvements to the products, as well as to align to industry standard. The 3-year Closed Captioning renewal I sent you reflects our standard annual increase.

>

> Do you or your finance committee have any concerns regarding these annual increases?"

>

> Please let me know if there's any other information you feel you need before the Council meeting.

>

> Mackenzie

>

> -----Original Message-----

> From: Mackenzie Reed-Kadow

> Sent: Thursday, September 3, 2020 4:12 PM

> To: Scott McMeans - D2 <smcmeans@manitowoc.org>

> Cc: Steve Corbeille <scorbeille@manitowoc.org>

> Subject: RE: Granicus Agreements

>

> Sounds good, I've reached out to Granicus and will get back to you as soon as I hear back.

>

>

> Mackenzie Reed-Kadow

> Deputy City Clerk

> City of Manitowoc

> 900 Quay St, Manitowoc, WI 54220

> P: 920-686-6952 F: 920-686-6959

> mreedkadow@manitowoc.org

>

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> -----Original Message-----

> From: Scott McMeans - D2 <smcmeans@manitowoc.org>

> Sent: Thursday, September 3, 2020 6:44 AM

> To: Mackenzie Reed-Kadow <mreedkadow@manitowoc.org>; Steve Corbeille

> <scorbeille@manitowoc.org>

> Subject: Re: Granicus Agreements

>

> Thank you for the information. My two question are, what is the new term for the CC, one year? Not sure it is clear to me.

>

> I also would ask for our agreements to include explicit increase details. So for example if there is a 2% annual increase, then that should be stated, not just the price increase year after year. I do not know what the \$320 represents or their basis for an increase.

>

> While Granicus as several moving parts, we really need to keep a pulse on the costs so they do not run away and become consuming of the budget.

>

> Thank you,

>

> Scott

>

> Sent from my iPad

>

>> On Sep 2, 2020, at 3:30 PM, Mackenzie Reed-Kadow <mreedkadow@manitowoc.org> wrote:

>>

>> Good afternoon,

>>

>> Attached is the 2020 Granicus fee schedule as well as the proposed 2021 fee schedule; there is a slight increase from 2020 to 2021 of \$320.29. I also have the first amendment to the main agreement from 2017 attached if anyone wanted to look at that.

>>

>> As for the captioning, our current agreement expires 3/18/2021. Originally when we had looked at captioning services, Granicus provided a 3-year proposal (attached), the City ended up entering a 1-year agreement for a cost of \$10,500. The Captioning agreement that went to Finance yesterday begins 3/18/2021, so there is no overlap with the current agreement.

>>

>> If anyone has any questions, please don't hesitate to let me know; I will answer best I can or reach out to Granicus.

>>

>> Also, please do not "reply all" to this email to prevent any issues with a walking quorum.

>>

>> Thank you,

>>

>>

>> Mackenzie Reed-Kadow

>> Deputy City Clerk

>> City of Manitowoc

>> 900 Quay St, Manitowoc, WI 54220

>> P: 920-686-6952 F: 920-686-6959

>> mreedkadow@manitowoc.org

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>> -----Original Message-----

>> From: Steve Corbeille <scorbeille@manitowoc.org>

>> Sent: Tuesday, September 1, 2020 5:44 PM

>> To: Mackenzie Reed-Kadow <mreedkadow@manitowoc.org>; Deborah Neuser

>> <dneuser@manitowoc.org>

>> Cc: Kathleen McDaniel <kmcdaniel@manitowoc.org>

>> Subject: Granicus Agreements

>>

>> Finance had these two agreements on the agenda and unfortunately I was not briefed to answer questions. They approved the Granicus amendment (main agreement), but want to know what changed. The closed captioning 3 year was not approved and would like explanation as they recalled the controversy from earlier and no one could remember what had occurred.

>>

>> Thank you,

>> Steve

>>

>> Sent from my iPad

>> <2017 Amendment for Manitowoc (002).pdf> <Proposed 2021 Granicus

>> Fees.pdf>

>> <2020 Granicus Fees.pdf>

>> <Closed Captioning - 3 Year Proposal Rates.pdf>