

Town of Yountville

Resolution Number 22-4112

AUTHORIZING THE TOWN MANAGER TO EXECUTE A FIVE-YEAR CONTRACT AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH OPENGOV INC. TO INCLUDE THE ONLINE CITIZEN SERVICES PORTAL AND APPROVE THE USE OF \$29,600 OF FISCAL YEAR 2021/2022 BUDGET CONTINGENCY FOR THE ONE-TIME IMPLEMENTATION COST.

Recitals

- A. The Town of Yountville has an existing agreement with OpenGov to provide the Transparency Portal and Online Budgeting software.
- B. The Town of Yountville would like to expand their services to include the Citizen Services portal which provides online permitting, licenses, and payment options.
- C. OpenGov has conducted multiple meetings with Town staff members which concluded with a detailed Scope of Work.
- D. Annual subscription fees for the current agreement are budgeted each year in the Information Technology Department.
- E. Staff recommends the usage of the Fiscal Year 2021/2022 Budget Contingency to cover the \$29,600 one-time implementation cost of the Citizen Services portal. Future annual subscription fees will continue to be budgeted each year in the Information Technology Department.

Now therefore, the Town Council of the Town of Yountville does resolve as follows:

- 1. Authorizes the Town Manager to execute a five-year contract amendment of the professional services agreement with OpenGov Inc. to include the online Citizen Services portal, based on the Scope of Work dated 2/4/2022 which is included as Exhibit A.
- 2. Approves the use of \$29,600 of Fiscal Year 2021/2022 Budget Contingency to cover the one-time implementation cost of the Citizen Services portal.
- 3. The Resolution is hereby adopted and becomes effective and in full force immediately upon adoption.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Yountville, State of California, held on this 5th day of April 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John F. Dunbar, Mayor

ATTEST:

Eddy Gomez, Town Clerk