

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: DAISY GOMEZ, CITY CLERK  
CITY MANAGER'S OFFICE  
SUBJECT: THIRD AMENDMENT TO AGREEMENT FOR THE CAMPAIGN  
AND LOBBYIST DISCLOSURE SYSTEM AGREEMENT WITH  
NETFILE, INC.

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the City Clerk's Office that the Council, by resolution, approve the Third Amendment to Professional Services Agreement Number F000424 with Netfile, Inc., Mariposa, CA, for the campaign and Form 700 disclosure system, extending the contract for an additional five (5) years, and adding funds in the amount of \$67,500 for a cumulative contract total not to exceed \$132,750.

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EXECUTIVE SUMMARY

The City utilizes Netfile, Inc. for all FPPC campaign and Statement of Economic Interest Form 700 disclosure system for online filing. This amendment extends the current agreement by an additional five years.

BACKGROUND

On June 1, 2012, the City entered into an agreement with Netfile, Inc., for a system that permits electronic filing of FPPC Statement of Economic Interest, Form 700, and Campaign Disclosure Forms.

PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

The City currently utilizes Netfile, Inc., Mariposa, CA, for campaign and Statement of Economic Interest Form 700 disclosure system. The City Clerk's Office feels it is in the

best interest of the City to extend the contract with the current vendor based on the following:

- Netfile, Inc., has maintained FPPC campaign form and Statements of Economic Interest Form 700 filings in their database since 2012 for the City of Santa Rosa.
- Netfile, Inc., is the only centralized database being offered.
- Netfile, Inc. provides unlimited staff support and training for the duration of the Agreement.

The City and Netfile entered into an agreement on June 1, 2012 approved by the City Manager. See contract activity below:

| <u>Award/Amendment</u>                  | <u>Date</u>   | <u>Description</u>                          | <u>Amount</u> | <u>Authorization</u> |
|---|---------------|---|---------------|----------------------|
| Contract Award                          | June 1, 2012  | 1-Yr Term with option to extend for 2 years | \$12,750      | City Manager         |
| First Amendment                         | June 17, 2013 | 2-Yr Extension, addition of funds           | \$25,500      | City Manager         |
| Second Amendment                        | May 6, 2015   | 2-Yr Term                                   | \$27,000      | City Manager         |
| Third Amendment                         | Pending       | 5-Yr Term                                   | \$67,500      | City Council         |
| Not to exceed Cumulative Contract Value |               |   | \$132,750     |                      |

**FISCAL IMPACT**

Funds for these services are included in the City Clerk’s Fiscal Year 2017-18 adopted budget, and as a regular operating expenditure, will be included in future budgets when presented to the Council.

**ENVIRONMENTAL IMPACT**

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

**BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS**

Not applicable

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A

CONTACT

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