

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: STEPHANIE WILLIAMS, CITY CLERK
CITY MANAGER'S OFFICE
SUBJECT: FOURTH AMENDMENT TO AGREEMENT NUMBER F000424
FOR THE CAMPAIGN AND LOBBYIST DISCLOSURE SYSTEM
AGREEMENT WITH NETFILE, INC. FORMERLY KNOWN AS
WEST COAST ONLINE INFORMATION SYSTEMS, INC. DBA
NETFILE

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the City Clerk's Office that the Council, by resolution, approve a Fourth Amendment to Professional Services Agreement Number F000424, with Netfile, Inc., Mariposa, CA, (formerly known as West Coast Online Information Systems, Inc. dba Netfile) for the campaign and Form 700 disclosure system, extending the contract for an additional five (5) years to June 30, 2027, with no increase to annual fees, and increasing compensation under the Agreement by \$67,500 for a cumulative contract amount not to exceed \$200,250.

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

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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., 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	June 20, 2017	5-Yr Term	\$67,500	City Council RES-2017-099
Fourth Amendment	Pending	5-Yr Term	\$67,500	City Council
Not to exceed Cumulative Contract Value			\$200,250	

FISCAL IMPACT

Funds for these services are included in the City Clerk’s Fiscal Year 2021-22 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

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the environment, or a reasonably foreseeable indirect physical change in the
environment, pursuant to CEQA Guidelines Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A (Fourth Amendment)

CONTACT

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