

RESOLUTION 2026-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE EXISTING AGREEMENT WITH OPENGOV, INC. FOR THE ADDITION OF PERMITTING AND LICENSING SOFTWARE SERVICES, INCLUDING SUBSCRIPTION, HOSTING, IMPLEMENTATION, AND RELATED PROFESSIONAL SERVICES, FOR THE PUBLIC WORKS DEPARTMENT FOR A FOURTEEN (14) MONTH TERM IN AN AMOUNT NOT TO EXCEED \$73,600

WHEREAS, the City of San Pablo Public Works Department Maintenance Division has been utilizing the Cartegraph software for over 10 years to track maintenance work details and save infrastructure asset data;

WHEREAS, in July 2014, the City of San Pablo executed a 1-year contract with Cartegraph Systems, LLC, to provide Citywide subscription and hosting of tracking of work details and infrastructure asset data in the City of San Pablo, with subsequent contract renewals every year between 2015 and 2022;

WHEREAS, in 2023, the City entered into a three-year agreement with OpenGov, Inc., which acquired the Cartegraph software, for Enterprise Asset Management (EAM) services to improve maintenance efficiency and support regulatory compliance;

WHEREAS, in January 2026, the City engaged OpenGov, Inc. to evaluate permitting and licensing software solutions and identified a need to modernize existing permitting processes, which currently rely on manual data entry, email-based communication, and physical printing and storage of paper permits, resulting in limited efficiency and minimal applicant visibility;

WHEREAS, staff has determined that the proposed permitting and licensing software will improve efficiency and service delivery by enabling online permit application submittal, electronic payment processing, real-time permit tracking, geospatial data integration, Laserfiche integration for records retention, and inspection scheduling functionality;

WHEREAS, pursuant to San Pablo Municipal Code Section 3.16.110.B, formal and informal bidding requirements do not apply to contracts involving proprietary software and related specialized services necessary for the operation and functionality of such systems; and

WHEREAS, the total cost of the proposed 14-month amendment is \$73,599.25, and funding for the subscription, hosting, implementation, and related services associated with OpenGov's Permitting and Licensing software is available through the CIP GIS Implementation Project (320-0953-43600-GFD-420) and the proposed FY 2026-27 Public Works Operating Budgets for Streets Maintenance (200-3710-43600) and Street Lighting and Landscape Assessment District (237-3610-43600), which is contingent upon the City

Council's approval of the FY 2026-27 and FY 2027-28 Biennial Budget on June 15, 2026.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby authorizes the City Manager to execute an amendment to the existing agreement with OpenGov, Inc., in a form to be approved by the City Attorney that does not substantially alter the City's rights or responsibilities from that which is set forth in the attached draft amendment, to add Permitting and Licensing software services, including subscription, hosting, implementation, training, maintenance, and support services, an amount not to exceed \$73,599.25 for a fourteen (14) month term; and

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are incorporated herein by reference as findings.

* * * * *

ADOPTED this 18th day of May, 2026, by the following votes:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Mayor