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City Council Agenda Report  
June 18, 2024

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**TO:** Honorable City Council

**FROM:** Jesus M. Gomez, City Manager

**BY:** Rebecca Bridgeford, Senior Management Analyst

**SUBJECT: AGREEMENT AMENDMENT NO. 1 - MANAGEMENT INFORMATION SYSTEMS**

**Background:**

The Management Information Systems (MIS) department plays a crucial role in City operations, delivering essential services that support the City's commitment to providing high-quality services to the community. Since 2009, Knight Communications, Inc. has been the City's internal IT support provider with the most recent contract executed in 2019 for a five-year term ending June 30, 2024.

As this contract approaches expiration, Staff proposes a short-term extension to provide continuity of service to the City. This extension will allow time to develop a new scope of IT support services that aligns with current industry standards and the City's evolving needs. Additionally, if a new vendor is selected, the extension will facilitate a smooth transition, ensuring continuity of IT support services.

**Fiscal Impact:**

Funding for MIS services is included in the Fiscal Year 2024/25 Budget. The contract extension will be on a month-to-month basis, as needed, at the current rate of \$23,850 per month, with a total not-to-exceed amount of \$143,100.

**Citizens Advised:**

N/A

**Strategic Plan 2023 Implementation:**

The recommended action will further the City's Strategic Plan Goal 1.3 - Transform the City's technology environment to better focus on the timely execution of innovative ideas.

**Recommended Action:**

Staff recommends City Council approve Amendment No. 1, providing for a month-to-month extension with Knight Communications, Inc. for Management Information Systems services up to six months no later than December 31, 2024 and not to exceed a total of \$143,100.

**Attachments:**

1. Amendment No. 1– Knight Communications, Inc.
2. Campaign Contribution Form