



STAFF REPORT
3/25/2026

TO: Honorable Mayor and City Council Members

FROM: Jason Stevens, IT Manager

SUBJECT: Authorize the renewal of Smarsh email and text archiving services for the amount of \$27,189.89.

STAFF RECOMMENDATION:

Staff recommends that the City Council authorize the renewal of Smarsh email and text archiving services for the amount of \$27,189.89.

BACKGROUND:

The City of Coachella currently utilizes Smarsh archiving services to provide email and text archiving to meet regulatory and e-discovery compliance.

DISCUSSION/ANALYSIS:

This is an annual renewal of existing services. Currently service levels are not being changed.

ALTERNATIVES:

1. Not authorize this purchase at this time.

FISCAL IMPACT:

With this action, City Council authorizes the appropriation of \$27,189.89 from approved FY 25-26 budgeted computer services account 101-11-161-90-612-000.