



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 11/19/2024

ITEM NO: 4

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DATE: November 14, 2024  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: Authorize the Town Manager to Execute a One-Year Agreement for Services with OpenGov, Inc. for Enterprise Asset Management System Services and Procurement System Services Effective December 30, 2024, Through December 29, 2025, for a Total Agreement Amount of \$66,355.59 With Four One-Year Options Thereafter

**RECOMMENDATION:**

Authorize the Town Manager to execute a one-year Agreement for Services with OpenGov, Inc. (Attachment 1) for Enterprise Asset Management System Services and Procurement System services effective December 30, 2024, through December 29, 2025, for a total agreement amount of \$66,355.59, with four one-year options thereafter.

**BACKGROUND:**

The Parks and Public Works Department (PPW) has been utilizing an Enterprise Asset Management System (EAM) by Cartegraph since 2004. The Cartegraph Asset Management Program allows for the day-to-day management of work activities by effectively logging and tracking citizen requests, scheduling work orders, and tracking of assets and work history throughout the Town. PPW currently tracks assets and work associated with facilities, parks, streets, sidewalks, signs, and fleet. The system is essential in managing the work of the department and identifying the needs of the Town's assets.

In July 2022, Cartegraph was acquired by OpenGov, Inc.

On November 6, 2023, the Town Council approved the purchase and implementation of OpenGov's Procurement Suite to help PPW achieve efficiencies and time savings with more

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Senior Engineering Technician

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Parks and Public Works Director

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SUBJECT: Authorize the Town Manager to Execute a Three-Year Agreement for Services with OpenGov, Inc. for Enterprise Asset Management System Services and Procurement System Services

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collaboration, automation, and streamlined solicitation development using boilerplate templates, and an extensive scope of work library, centralized contract management with automatic reminders, and the ability to track spending, insurance, and change requests.

DISCUSSION:

The current contracts with both Cartegraph Enterprise Asset Management System services and OpenGov Procurement Suite services are due to expire on December 30, 2024. Since both services are now under the OpenGov suite of products, staff recommends that both products/services be covered under one new contract effective December 30, 2024. The agreement term is proposed for one year, with four one-year extensions, with commensurate price increases after that time.

CONCLUSION:

Execution of this agreement will allow staff to continue the use of this important software resource.

FISCAL IMPACT:

The Adopted Fiscal Year (FY) 2024/25 Parks and Public Works Operating Budget includes sufficient funds to cover the contract in the amount of \$66,355.59 for FY 2024/25.

Future Proposed Operating Budgets will include requests for funding for the contract per the amounts listed above.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachment:

1. Agreement for Services including Exhibit A (OpenGov Cost Proposal)