



Office of the City Manager

CONSENT CALENDAR
January 21, 2025

To: Honorable Mayor and Members of the City Council
From: Paul Buddenhagen, City Manager
Submitted by: Sharon Friedrichsen, Budget Manager
Subject: Contract No. 32400129 Amendment: IGM Technology Corporation for Digital Budget Book Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager, or their designee, to amend Contract No. 32400129 with IGM Technology Corporation to add \$45,203 for the annual service fees and extend the contract term to January 31, 2027 with a not to exceed amount of \$85,203.

FISCAL IMPACTS OF RECOMMENDATION

Year	Annual Service Fee (USD)
2025 (Year 2)	\$22,050
2026 (Year 3)	\$23,153

The purpose of this contract amendment is to pay the annual service fees for the continued access to the Gravity budget book, capital improvement plan book and open data transparency modules. Funding for the annual fees covered under the contract term are included within the adopted biennial budget for fiscal years 2025 and 2026 within the City Manager Office’s operating budget.

CURRENT SITUATION AND ITS EFFECTS

The Gravity software has facilitated a more efficient process to create the capital improvement and operating budget documents. In addition, the software has enabled staff to include more in-depth information pertaining to the budget aligning with the Strategic Plan of advancing our goal to be a customer-focused organization that provides excellent, timely, easily-accessible service and information to the community.

BACKGROUND

The City Manager executed a contract with IGM Technology Corporation in January 2024. IGM Technology Corporation was selected after City staff solicited three proposals from vendors with open government budget platforms and evaluated the

proposals on cost, feasibility of implementation, system features and customer service. The Gravity software was used to create the FY 2025-2029 Proposed Capital Improvement Program and the FY 2025-2026 Proposed and Adopted Budget Books.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts, or sustainability opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The Budget Office has spent significant time working with the vendor to develop templates that will allow for a more efficient production of future budget documents. Staff are satisfied with the performance of the product and responsiveness of the company and recommend continuing to utilize the cloud-based software.

ALTERNATIVE ACTIONS CONSIDERED

No other alternatives were considered.

CONTACT PERSON

Sharon Friedrichsen, Budget Manager, 981-7000

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32400129 AMENDMENT: IGM TECHNOLOGY CORPORATION FOR
DIGITAL BUDGET BOOK SERVICES

WHEREAS, the City has had an agreement with the IGM Technology Corporation to provide digital budget book services for the Proposed and Adopted Biennial Budget, Mid-Biennial Budget, and the Capital Improvement Plan; and

WHEREAS, IGM technology Corporation was selected after a competitive process was undertaken and the use of these services aligns with the Strategic Plan of advancing our goal to be a customer-focused organization that provides excellent, timely, easily-accessible service and information to the community; and

WHEREAS, the current agreement began on January 21, 2024 and ends on January 24, 2025; and

WHEREAS, the FY 2025 Budget includes funding for this contract amendment in the City Manager's Office General Fund (Fund 011) budget.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that that the City Manager is authorized to amend Contract No. 32400129 with IGM Technology Corporation for digital budget book services to add \$45,203 for the annual service fees and extend the contract term to January 31, 2027 with a not to exceed amount of \$85,203.

