

1 [Amendment to Professional Services Contract Agreement - WCG, Inc. (West Coast
2 Consulting Group) - Software Development of the New Legislative Management System -
Board of Supervisors - Not to Exceed \$3,190,476]

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4 **Motion approving the amendment to the Professional Services Contract Agreement**
5 **with WCG, Inc. (West Coast Consulting Group) for software development services to**
6 **implement a new, state-of-the art Legislative Management System, to the extent that**
7 **funds are appropriated for that purpose, to increase the not to exceed amount by**
8 **\$2,000,000 from \$1,190,476 to \$3,190,476 for an initial term of five years ending on**
9 **August 31, 2028, with two options to extend the term for five additional years each; and**
10 **directing the Clerk of the Board to take all necessary administrative action to amend**
11 **the contract accordingly.**

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13 WHEREAS, To fulfill its legislative functions, the San Francisco Board of Supervisors
14 requires a Legislative Management System with the capacity to process legislative items,
15 create agendas, manage Full Board and Committee Meetings, publish minutes, issue notices,
16 and record the laws and legislative history for the City and County of San Francisco as public
17 record; and

18 WHEREAS, Pursuant to Charter, Section 2.117, the Clerk of the Board has charge of
19 the office and records of the Board and its committees; and

20 WHEREAS, The Board of Supervisors authorized funding of \$1,000,000 awarded by
21 the Committee on Information Technology to the Office of the Clerk of the Board of
22 Supervisors to design, build, and implement a new Legislative Management System to
23 replace the existing, obsolete Legistar System as part of the Fiscal Year (FY) 2023-2024 and
24 2024-2025 Budget and Appropriation Ordinance No. 144-23, which was approved and signed
25 by the Mayor on July 27, 2023; and

1 WHEREAS, The Board of Supervisors authorized the Office of the Clerk of the Board
2 of Supervisors to sell licenses to the new Legislative Management System and to collect
3 license revenue to fund maintenance of the new Legislative Management System in
4 Ordinance No. 93-25, which was signed by the Mayor on June 20, 2025; and

5 WHEREAS, The current not to exceed amount with WCG, Inc. (West Coast Consulting
6 Group) is \$1,190,476, which funded work during phase 1 to replace the existing Legistar
7 System, and includes \$190,476 of funding for the 16% Local Business Enterprise (LBE)
8 Subcontracting Requirement; and

9 WHEREAS, The Committee on Information Technology awarded the Office of the Clerk
10 of the Board of Supervisors \$2,000,000 for phase 2 to add innovations to the new Legislative
11 Management System; and

12 WHEREAS, The increase in the not to exceed amount by \$2,000,000 from \$1,190,476
13 to \$3,190,476 will fund work during phase 2 of the new Legislative Management System
14 project and the funding is included in the Department's budget for FY 2025-2026; and

15 WHEREAS, The 16% LBE Subcontracting Requirement for \$510,476 is included in the
16 not to exceed amount of \$3,190,476; and

17 WHEREAS, The contract includes an initial term of five years ending on August 31,
18 2028, with two options to extend the term for five additional years each; now, therefore, be it

19 MOVED, That the Board of Supervisors of the City and County of San Francisco
20 hereby approves amendment of the professional software development services contract
21 between WCG, Inc. (West Coast Consulting Group) and the City and County of San Francisco
22 to implement a new, state-of-the art Legislative Management System to increase the not to
23 exceed amount by \$2,000,000 from \$1,190,476 to \$3,190,476 for an initial term of five years
24 ending on August 31, 2028, with two options to extend the term for five additional years each;
25 and, be it

1 FURTHER MOVED, That Board of Supervisors of the City and County of San
2 Francisco directs the Clerk of the Board of Supervisors to take all administrative steps to
3 execute the professional software development services contract with WCG, Inc. (West Coast
4 Consulting Group).

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