



REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 27, 2021

AGENDA ITEM: Consider approving Website Redesign, Hosting and Support Agreement with Municode.

PREPARED BY: Kim Gibeau

BACKGROUND:

Recently, the City implemented the use of Self-Publishing Software for our online Municipal Code and Meeting and Agenda Management, both hosted and supported by Municode. In a continued effort to streamline City services, distribute information and maintain transparency as well as reduce costs, City staff are recommending the execution of a contract for website redesign, hosting and support with Municode. The cost of development and annual fees are as follows.

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|-------------------------------------------------------|-----------------------------|
| Design, Development and Implementation of the website | \$9,000/one time |
| Facility Reservations Option Development | \$1,500/one time |
| Annual Hosting, Maintenance and Customer Support | \$3,700/annual subscription |

Payment will be on a 4-year interest free payment schedule in the amount of \$6,325.00 per year for four years. Upon completion of year four, cost will be for the annual hosting, maintenance and customer support subscription, with annual increases according to previous year-ending consumer price index.

REQUESTED COUNCIL ACTION:

Make a motion to approve Website Redesign, Hosting and Support agreement with Municode and authorize payment as outlined in the agreement.