



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE 11/15/2022

SUBMITTED BY: Terisha Cuebas, Town Manager's Office

SUBJECT: Consideration of Proposal from CivicPlus to Update and Centralize Web Services

SUMMARY:

The Town is seeking to modernize its website and streamline website management processes by procuring the services and Content Management Systems (CMS) software of a web development company. The Support Services Department is currently tasked with website maintenance and content management, with Wordpress, the current website provider, offering no dedicated organizational support. The Town Manager's Office recommends approving an agreement with CivicPlus through the procurement method of Town Standard, as the Town currently utilizes Municode, a CivicPlus product, for agendas, minutes, and the Code of Ordinances.

In addition to Municode compatibility, CivicPlus offers software that will centralize content management and online communications, replacing Mailchimp as a third party communications tool that is currently needed to supplement Wordpress. CivicPlus communications software will also allow residents to select the topics and departments they would like to subscribe to, creating a more personalized and efficient method of communication.

FISCAL IMPACT:

Year One: \$15,764

Annual Recurring: \$4,253

ATTACHMENTS:

CivicPlus Proposal – Civic Engage

RECOMMENDATION:

Approve proposal from CivicPlus to update and centralize web services.