



# Memo

**To:** Mayor and Members of the Board of Aldermen

**From:** Joan Evans

**Date:** Friday, December 16, 2022

**Re:** Request for Master Services Agreement with CivicPlus, LLC

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Through a Request for Qualifications (RFQ) process, the Website Re-design and Hosting Services committee selected CivicPlus, LLC, as the best vendor to negotiate an agreement for the City's website re-design and hosting platform. Currently, the company manages the City's online code as well as the software and library for the various board meetings' agendas.

The committee recommends that the City of Jackson enter into a Master Services Agreement (MSA) with CivicPlus, LLC, of Manhattan, KS. Their expertise will offer efficient, professional service in the revamp and expansion of the City's online presence.