



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 7, 2024
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Website Services Agreement with CivicPlus.

BACKGROUND/SUMMARY:

On December 21, 2022, the City Council approved a website service agreement with CivicPlus to upgrade the functionality and appearance of our current website, making it easier to use and providing information to the public in a more accessible format. During the implementation process, staff recognized that an upgrade to the current contract was needed to add additional components to meet the City’s goal.

The CivicPlus proposal includes an analysis of the current needs of the City, the implementation of the agreed-upon design, the development of the content to serve the needs of the various departments of the City, end-user training, and a new date to launch the website. The proposed agreement provides the Ultimate Design Package and Police Department Header Package for the City Website through CivicPlus with an initial investment of \$32,042.25 and an annual recurring services payment of \$9,054.75 with a yearly uplift of 5% to be applied in year two (2).

LEGAL REVIEW: Yes, Deron Henry, Associate Attorney
FISCAL IMPACT: Yes, FY24-25
PRESENTATION: Yes
ATTACHMENTS: Yes

- Ultimate Website Executive Summary Presentation
- Website Service Agreement
- Exhibit - CivicPlus Master Services Agreement and Statement of Work (Quote)

STAFF RECOMMENDATION:

The city staff recommends that the City Council approve a new website services agreement with CivicPlus as presented.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**