



MEETING DATE: September 23, 2024

PRESENTED BY: Kenia Gomez, Media Relations Director

AGENDA ITEM: Authorization to enter into a contract with Civic Plus, a sole source vendor, for the implementation/redesign of a new official website for the City of Mission in the amount of \$23,750 – K. Gomez

NATURE OF REQUEST:

Seeking authorization to enter into a contract with Civic Plus for the implementation/redesign of a new official website for the City of Mission. The total cost is \$23,750 including a one-time \$19,000 implementation fee and an annual \$4,750 recurring fee. This contract is for one year with an automatic one-year renewal term, unless a 60-day notice is provided prior to renewal date. The current website is deprecated and is no longer supported, thereby resulting in potential cybersecurity and functionality issues. The current provider MPC Studios has notified the City of the need to transition to a new site as the current theme is no longer supported, the page building system is fragile, and plug-ins are unsupported. MPC currently charges and annual fee of \$5,000, thereby resulting in a small savings from the negotiated price with Civic Plus. Further, Civic Plus is a sole source provider as they are our current provider for meeting agenda minutes thereby allowing integration with the new website.

BUGETED: FY 24/25 **FUND:** General Fund **ACCT. #:** 01-419-44640

BUDGET: \$ 24,000 **EST. COST:** \$23,750 **CURRENT BUDGET BALANCE:** \$ 24,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____