

DATE: June 14, 2005

TO: Mayor and City Council Members

FROM: Administrative Services

SUBJECT: **RESOLUTION NO. 7595 - A RESOLUTION AUTHORIZING THE CITY
MANAGER TO EXECUTE AN AGREEMENT WITH CIVICA SOFTWARE
FOR WEB DESIGN SERVICES**

BACKGROUND / ISSUE

Folsom residents have come to rely on the City's Internet website for information about City programs, policies, and products, such as City Council agendas, waste pickup schedules, and recreation program offerings. The Internet allows the City to provide this information to residents 24 hours a day, seven days a week. The City first went "online" in 1996, and staff has developed several enhancements over the years, including the addition of eCommerce capabilities in 2001. Since the current website was designed and implemented in November, 2002, several new technologies have emerged that can not only enhance web services, but also enable staff to more easily update website information. The 2004-2005 budget includes the necessary funding to improve the usability, interest, and effectiveness of the City's website, and staff recommends engaging Civica Software (Civica) to assist with this web site redesign

POLICY / RULE

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services, or construction with an estimated value of \$41,750 or greater shall be awarded by the City Council.

Section 2.36.120, Contracting for Designated Professional Services of the Folsom Municipal Code, states in part, that contracts for providing professional services with an estimated value of \$41,750 or greater will be awarded by City Council.

ANALYSIS

Staff from the Administrative Services Department, including the Public Information Officer, evaluated Web development companies and found Civica to be the most suitable vendor to update the City's website. Civica specializes in the design and development of government websites, and has developed sites for over forty municipalities, including the City of Roseville. Civica's solution includes a content management system, which will enable staff to update information on the website more efficiently than the current solution. In addition, Civica's design will provide the technological foundation required to implement several advanced features in the future, such as constituent response. Staff will construct the new website in a customer-centric, user-friendly

format, and will enlist the aid of department representatives ensure that each department's section of the website will be appealing, informative, and easy to navigate, search, and use. In addition to department staff participation, staff will also consult with City Council members on key features of the new website design.

FINANCIAL ANALYSIS

The cost of website redesign, content management solution implementation, content migration, training and maintenance is \$43,735. The Administrative Services Department's 2004-2005 budget includes the necessary funding.

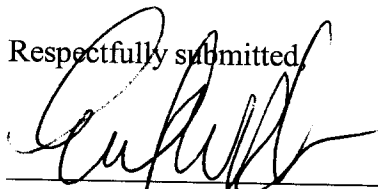
ATTACHMENTS

Attachment 1 - Resolution No. 7595 – A Resolution Authorizing the City Manager to Execute an Agreement with Civica Software for Web Design Services

RECOMMENDATION

Staff recommends the City Council move to adopt Resolution No. 7595 - A Resolution Authorizing the City Manager to Execute an Agreement with Civica Software for Web Design Services.

Respectfully submitted,



Evert W. Palmer, Director of Administrative Services

RESOLUTION NO. 7595

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CIVICA SOFTWARE FOR WEB DESIGN SERVICES

WHEREAS, section 2.36.080 of the Folsom Municipal Code provides that all contracts over \$41,750 be awarded by the City Council; and

WHEREAS, the City desires to provide information and services to its residents 24 hours a day via the Internet; and

WHEREAS, the City desires to make its website more customer service oriented and user-friendly; and

WHEREAS, the Civica Software offers its services of design, software integration, and content migration for \$43,735 and the Administrative Services Department's budget contains the necessary funding; and

WHEREAS, the agreement for these services will be in a form acceptable to the City Attorney;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with Civica Software for web design services in an amount not to exceed \$43,735.

PASSED AND ADOPTED on this 28th day of June 2005 by the following roll-call vote:

AYES: Council Member(s)

NOES: Council Member(s)

ABSENT: Council Member(s)

ABSTAIN: Council Member(s)

Stephen E. Miklos, MAYOR

ATTEST:

Christa Schmidt, CITY CLERK

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