



City of Galveston

DEPARTMENT OF INFORMATION TECHNOLOGY

STAFF REPORT

Date January 27th, 2022

To: Brian Maxwell, City Manager
Mayor and City Council Members

From: Hope Dean, Executive Director & CITO

Project location: N/A

Project: N/A

Request: Consider for approval authorizing the City Manager to execute an agreement with CivicPlus for the hosting of the City's website (www.galvestontx.gov) for a 3 year period with two optional 1 year terms for a cost of \$ 15,794 for year 1 with a 2.5% increase each year thereafter.

Prior Council Action

Council approved an agreement with CivicPlus in 2013 for the implementation of the website

Background

In 2013, The City issued and RFP and selected CivicPlus for design services, implementation, and hosting of the City's existing website for an initial investment cost of \$49,951.23. Thereafter the City has paid CivicPlus annually for hosting and maintenance fees. Initial year 2 hosting fees were \$ 7,749 subject to an 2.5% annual increase for year 3 - 4 and 5% thereafter. The agreement included a 48 month website redesign, which was completed in late 2018. The city has continued to use CivicPlus for website hosting on a year to year basis thereafter.

In 2021, staff requested and council approved the implementation of an enhancement, AudioEye, to the website. AudioEye was necessary to ensure ADA compliance of certain non-vendor provided detail on the site.



Staff renegotiated a new agreement with CivicPlus to include another website redesign in 48 months and also reduced the annual cost increases from 5 to 2.5% and is requesting that council authorize the City Manager to enter into a new agreement with CivicPlus as a sole source provider.

Fiscal Impact Report

- **Funding Source.**
 - Information Technology Operating Budget

Total Cost.

Year 1	Hosting and Annual Maintenance Fees	\$15,794.00
Year 2	Hosting and Annual Maintenance Fees	\$16,188.85
Year 3	Hosting and Annual Maintenance Fees	\$16,593.57
Optional Terms		
Year 4	Hosting and Annual Maintenance Fees	\$17,008.41
Year 5	Hosting and Annual Maintenance Fees	\$17,433.62

Alternatives

- **Option 1:** Approve the agreement for a 3 year term with two 1 year optional extensions
- **Option 2:** Approve a one (1) year agreement and require staff to issue an RFP for replacement of the existing website. This is not a preferred option due the additional cost and time that would be incurred to implement a new website.

Staff Recommendation:

Approve the agreement for a 3 year term with two 1 year extensions.

Attachments: CivicEngage Renewal