



**City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org**

Legislative File No: 2011-0308

TO: Mayor and City Council Members
FROM: Bob Grace, Director of MIS
DATE: June 20, 2011
SUBJECT: CivicPlus Web Design

REQUEST:

City Council is requested to authorize a contract to CivicPlus, Manhattan, Kansas, for the design and hosting of a new city website for a one time not to exceed price of \$35,000.

REASON FOR PURCHASE:

A city's website in many cases makes a first and lasting impression on people. It can be a portal to the world. Besides being informative to residents and local businesses, it needs to market the city or catch the eye of those looking to relocate to the area. The look, feel and content of a website plays an important role in the viability and vitality of an organization.

We believe that the current website after seven years is in need of replacement. While it has performed well over the years it is time for a fresh look, updated navigation, improved content management, and time to implement additional functionality to the site. This will make information more readily available to all and help the city in its quest to be more transparent in government. We feel that CivicPlus not only offered us the best process and design but will also allow us to continually improve functional aspects of the website in the future.

PROCESS:

MIS worked with the Purchasing Team to put out an RFP to solicit proposals for a website design and content management system. Eight responses were received and reviewed. A committee of four narrowed the field down to three vendors that were then given time to demonstrate their abilities, designs, thoughts, functionality and where they are going in the future. Based on the proposals and demonstrations the committee felt that the City of Rochester Hills would be best served by CivicPlus.

Vendor Name and Address:

CivicPlus
317 Houston Street, Suite E
Manhattan, KS 66502

Reason for Selection:

Best combination of value and price

Method of Purchase:

Purchase order

BUDGET:

This will be paid with funds accounted for in the 2011 budget IS-02B City Website

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS	980000	City Website	\$35,000	\$35,000	\$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a purchase order for City Website Design to CivicPlus, Manhattan, Kansas in the amount of \$35,000.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		