AM NO. 10-110 (C3)

MEMO TO: City Council

FROM: John Marchione, Mayor

DATE: June 1, 2010

SUBJECT: **APPROVAL OF SOFTWARE PURCHASE AND CONSULTANT AGREEMENT FOR CITY WEBSITE REDESIGN PROJECT**

I. RECOMMENDED ACTION:

Approval of contract to Intrafinity in the amount of $55,000 for website development and design work, content management system licensing and deployment, and migration of selected existing content to the new environment according to the attached Scope of Work.

II. DEPARTMENT CONTACTS:

Michael E. Bailey, Finance and I.S. Director	425-556-2160
Linda Hermanson, I.S. Manager	425-556-2170
Corey Smith, Applications Services Manager	425-556-2167

III. DESCRIPTION:

In the 2009/2010 budget deliberations, the Council identified a new City of Redmond Internet website as a top priority. The sum of $300,000 was budgeted to develop and implement this website. A website needs assessment was completed in November 2009 by the PTI consulting firm. The resulting recommendations were used as the basis to search for a qualified consultant to lead, develop, and implement the new website.

The City received 18 responses to the Request for Proposals released earlier this year. In addition to the PTI report selection criteria was cost, project approach, relevant experience, and system ease of use. Intrafinity was the unanimous top choice of the Web Redesign Team.

On May 20, 2010, the Public Administration and Finance Committee was briefed on the progress of the project and the recommendation to hire Intrafinity to perform the development phase of the redesign.

Intrafinity can start immediately and complete the design and development work quickly. This will enable the City staff to complete migration of the selected content by the end of the year.

IV. IMPACT:

Service Delivery: Completion of the improved website will enhance service delivery to Redmond citizens, businesses, and visitors.

Staff Efficiency: Implementation of the proposed Content Management System will provide efficiencies to City staff in creating and maintaining more effective communications with citizens, businesses, and visitors.

Fiscal:

Professional Services, Licensing, and First Year Maintenance	$39,760
Expenses (not to exceed)	$15,240
Total	$55,000

V. ALTERNATIVES:

Alternatives include selecting an alternative vendor from the process, not proceed with the project and invest in the existing web site.

VI. TIME CONSTRAINTS:

Approval as recommended is consistent with the objective of having the new website initially completed by December 2010.

VII. LIST OF ATTACHMENTS:

A. Proposed Contract

/s/ 05/24/10
Mike E. Bailey, Finance Director Date

Approved for Council Agenda /s/ 05/25/10
John Marchione, Mayor Date

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ATTACHMENT A

Proposed Contract

(Attachment to be made available as soon as possible)

Redmond City Council Regular Meeting
Tuesday, June 1, 2010