



MEMORANDUM
INFORMATION TECHNOLOGY DEPARTMENT

TO: Thomas Thomas, City Manager

Number: CY16-010

SUBJECT: Website Improvements

Date: 06/6/2016

In 2014-2015 the Council established a goal to address concerns with the City's website. Included in the CY2016 budget is funding to modernize the City's website look and capabilities. The City's current website, located at <http://www.rigov.org>, was launched June 1, 2011 using a content management system provided by CivicPlus of Manhattan, KS. The life expectancy of the website design was 4 years. Now in 2016 the website is in need of a new look and improved mobile device support. An upgrade has been proposed by CivicPlus and the Website Committee. The upgrade is expected to be a responsive website design, adjusting for a variety of mobile devices. The project is estimated to be complete in 18 to 24 weeks. Examples of the style of changes are attached to this document for your review.

Recommendation:

The Information Technology Department recommends that the City Council authorize the City Manager to execute the contract documents with CivicPlus of Manhattan, KS. for an upgrade to the city website in the amount of \$19,843.00.

Vendor: 12612 - CivicPlus

Payment Amount: \$19,843.00

Account Chargeable:

Fund: 101 General Fund

Division/Cost Center: 256081 Information Technology

Object Class: 56405 Computer Software

Project Number: 6092223 Website UPG-Gaming

Requisition Number: R006133

Submitted by: Timothy Bain, IT Director

Colleen Wiemerslage-Bromley, IT Specialist II

APPROVED: Thomas Thomas, City Manager

CivicPlus Redesign Sale Form

Organization	Rock Island, IL	URL	www.rigov.org		
Street Address	1528 Third Avenue				
Address 2					
City	Rock Island	State	IL	Postal Code	61201
CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.					
Emergency Contact & Mobile Phone	Information Technology - On call support 7 by 24 - 309-732-2140				
Emergency Contact & Mobile Phone	Colleen R. Wiemerslage-Bromley - 309-732-2143				
Emergency Contact & Mobile Phone	Timothy Bain - 309-732-2145				
<hr/>					
Billing Contact	Information Technology			E-Mail	ishelp@rigov.org
Phone	309-732-2140	Ext.	N/A	Fax	N/A
Billing Address	1528 Third Avenue				
Address 2					
City	Rock Island	ST	IL	Postal Code	61201
Tax ID #	36-6006007			Sales Tax Exempt #	E9993-6909-05
Billing Terms	Annual			Account Rep	Reece Hammitt
Info Required on Invoice (PO or Job #)					
<hr/>					
Contract Contact	Colleen R. Wiemerslage-Bromley			Email	wiemerslage-bromley.colleen@rigov.org
Phone	309-732-2143	Ext.	N/A	Fax	N/A
<hr/>					
Project Contact	Colleen R. Wiemerslage-Bromley			Email	wiemerslage-bromley.colleen@rigov.org
Phone	309-732-2143	Ext.	N/A	Fax	N/A

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Exhibit A - CivicPlus Project Deliverables

CivicPlus Project Development Services & Scope of Services for CP Basic Redesign		
Design & Project Overview	Annual Fee	One Time Fee
<ul style="list-style-type: none"> • New design presented on Aurora • Redevelop navigation method (may choose top drop-down or other options) • Design setup – wireframe • Print this page option • Email this page option • Breadcrumbs • Sitemap • Redevelop graphic elements of website (Newsflash, FAQs, Calendar, etc.) • Project Management • Testing • Review • Content <ul style="list-style-type: none"> ○ Includes migrating of all existing content and retouching of published pages to ensure new site styles are applied and modules are related to feature columns. ○ Contact information will be moved to an info advanced area if previously formatted in a right contact layout. ○ Pages will be moved to coordinate with new menu structure <p>Note: Content will not be rewritten, reformatted or broken up. Additionally, new pages will not be created.</p> <ul style="list-style-type: none"> • Six hours of Aurora webinar group training for 2 people that will be scheduled during the project with other client participants • 16 hours of refresher group training for up to 2 individuals • Spelling and broken links will be ran and provided to client • Inclusion of all standard modules (see follow page for complete list) 	N/A	\$19,843
Add-On Options		
Interior Themes	<i>Optional</i>	
Subsite	<i>Optional</i>	
Additional Banners	<i>Optional</i>	
12 hours interactive webinar training (up to 6 employees)	<i>Optional</i>	
Media Center Module	<i>Optional \$1,000 per year</i>	
Annual Increase for Custom Mobile App.		N/a
Total One-Time Fee		\$19,843
Total Due upon signing		\$19,843

Performance under this Redesign Sales Form is subject to the terms and conditions of the original website development contract between CivicPlus and Rock Island, IL. 75% if the Total Fees for Year 1 will be invoiced upon agreement signing, with the remainder invoiced upon project completion. Invoicing for Annual Services are subject to 5% annual increase. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.



Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client

Date

CivicPlus

Date

Sign and E-mail the entire contract with exhibits to:

Contracts@CivicPlus.com

We will e-mail a counter-signed copy of the contract back to you so we can begin your project.

CivicPlus does not require a physical copy of the contract, however, if you would like a physical copy of the contract, mail one (1) copy of the contract with original signature to:

CivicPlus Contract Manager
302 S. 4th Street, Suite 500
Manhattan, KS 66502

Upon receipt of signed original, we will counter-sign and return the copy for your files.



Project Development and Deployment Includes the Following:

Modules	Functionality
• Agenda Center	• Action Items Queue
• Alerts Center & Emergency Alert Notification	• Audit Trail / History Log
• Archive Center	• Automated PDF Converter
• Bid Postings	• Automatic Content Archiving
• Blog	• Dynamic Breadcrumbs
• Business/Resource Directory	• Dynamic Sitemap
• Calendar	• Expiring Items Library
• Citizen Request Tracker™ (5 users)	• Graphic Link Administration
• Community Connection	• Links Redirect
• Community Voice™	• Menu Management
• Document Center	• Mouse-over Menu Structure
• ePayment Center	• Online Editor for Editing and Page Creation (WYSIWYG)
• Facilities & Reservations	• Online Web Statistics
• Frequently Asked Questions	• Printer Friendly/Email Page
• Forms Center	• RSS
• Intranet	• Site Layout Options
• Job Postings	• Site Search & Entry Log
• My Dashboard	• Slideshow
• News Flash	• Social Media Integration (Facebook, Share and Twitter)
• Notify Me® email and 500 SMS subscribers	• User & Group Administration Rights
• Photo Gallery	• Web Page Upload Utility
• Quick Links	• Website Administrative Log
• Spotlight	
• Staff Directory	



TOWN OF
FOUNTAIN HILLS
Arizona



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ALL THAT IS ARIZONA



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Town Makes 'Best' List for Business Start-Ups

An analysis by NerdWallet of 65 cities in the state ranked Fountain Hills 15th among the best places to start a business in Arizona.

[Read on...](#)

My Fountain Hills Mobile App

My Fountain Hills is the official mobile app for the Town of Fountain Hills. The app provides a connection between the Town of Fountain Hills and its citizens and visitors.

[Read on...](#)

[VIEW ALL](#)

25th Annual Turkey Trot 5k & Fitness Walk



[Click here to Register](#)

CONNECT WITH FOUNTAIN HILLS:



CONTACT

Town of Fountain Hills
16705 E. Avenson of the Fountains
Fountain Hills, AZ 85268

Phone: 480-516-5100
TTY: 800-367-8939
Fax: 480-837-3145

Office Hours: 7a - 5p M - Th

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View from a smart phone scrolling down.

Menu **NOTICE** Sign In



TOWN OF
FOUNTAIN HILLS
Arizona

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ALL THAT IS
ARIZONA



AGENDAS

News Flash

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VIEW ALL

Events

Meetings

**25th Annual Turkey Trot
5k & Fitness Walk**



FORMS



REQUEST TRACKER



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VISITOR CENTER

CONNECT WITH FOUNTAIN HILLS:



FOUNTAIN HILLS
Arizona
All that is Arizona

CONTACT

Town of Fountain Hills
16705 E. Avenue of the Fountains
Fountain Hills, AZ 85268

Phone: 480-816-5100
TTY: 800-367-8939
Fax: 480-837-3145

Office Hours: 7a - 6p M - Th

POPULAR LINKS

Employment Opportunities
Financial Reports

Mega Menus are the new trend with websites.

The image shows a screenshot of the Town of Fountain Hills website. At the top left is the town's logo, which includes a circular seal with a mountain and water, and the text "TOWN OF FOUNTAIN HILLS" and "All that is Arizona". To the right of the logo is the text "TOWN OF FOUNTAIN HILLS" and "Arizona" in a script font. Further right are icons for a gear (settings) and a house (home), followed by a search bar with the word "Search" and a magnifying glass icon. Below the header is a navigation bar with four main categories: "YOUR GOVERNMENT", "RESIDENTS", "BUSINESS", and "HOW DO I...". The main content area is a dark grey mega menu with several columns of links. The columns are organized into sections with green headers. The sections and their contents are as follows:

- Town Council**
 - Mayor, Linda M.Kavanagh
 - Vice Mayor, Dennis Brown
 - Councilmember, Nick DePorter
 - Councilmember, Cassie Hansen
 - Councilmember, Henry Leger
 - Councilmember, Alan Magazine
 - Councilmember, Cecil Yates
- Agendas & Minutes**
 - Live Streaming Video
 - Posting Locations
- Awards & Recognition**
- Boards & Commissions**
 - Board of Adjustment
 - Community Services Advisory Commission
 - McDowell Mountain Preservation Commission
 - Municipal Property Corporation
 - Planning & Zoning Commission
 - Strategic Planning Advisory Commission
- Court**
 - Defensive Driving
 - Filing Lawsuits & Small Claims
 - Teen Court
 - Resource Links
 - Frequently Asked Questions
 - Payments
 - Traffic Violations Fee Schedule
- Departments & Divisions**
 - Activity Center (Senior Services)
 - Administration
 - Building Safety
 - Code Enforcement
 - Community Center
 - Community Services
 - Development Services
 - Economic Development
 - Environmental Programs
 - Finance
 - Fire Department
 - Human Resources
 - Information Technology
 - Law Enforcement
 - Licensing
 - Parks
 - Planning & Zoning
 - Recreation
 - Streets
 - Town Clerk
 - Town Manager
 - Volunteers
- Elections**
- Mayor's Youth Council**
- Services**
 - Building Permit Inspection Request
 - Community & Resource Links
 - Encroachment Permit Inspection Request
 - Online Recreation Registration
 - Useful Phone Numbers
- Resources**
 - Approved Contracts
 - CMD Resolutions
 - EMCFD Resolutions
 - Financial Policies
 - Financial Reports & Budgets
 - Proclamations
 - Ordinances
 - Resolutions
 - Subdivision Ordinance
 - Town Budget
 - Town Code
 - Zoning Ordinance
- Public Notices**
- Strategic Plan**