



CITY OF WASHINGTON, ILLINOIS City Council Communication

Meeting Date: February 8, 2021

Prepared By: Ray Forsythe, City Administrator; Maureen Lyons, Communications Specialist

Agenda Item: Website Updates and Considerations

Explanation:

This item was included in the Budget Overview and Requests for the 2021/2022 Budget at the January 19th Finance & Personnel Committee Meeting.

The City's website was updated several years ago and it was consistent at the time with those of other municipal websites throughout the country. Many technological and design improvements have been made in the industry and staff would like to do a major website update. The website is a key tool used by staff, residents, visitors and private developers to gather information on the City of Washington and historical and legal information. A well-maintained and updated website is essential in providing transparency and meeting Open Meeting Act requirements for public meetings. Staff has received a proposal from the current website host and developer at a cost of \$10,500. This item could be undertaken this fiscal year with existing funds should the Committee wish Staff to pursue this option.

Fiscal Impact: \$10,500 for FY 2020/2021 with a \$1,000 discount in the 2021 annual support and maintenance invoice. Funds are available in the Budget from expenditures held back in the COVID-19 Response Plan as well as from unbudgeted increased revenue. Specific line items will be included in a memo which will be drafted and presented to the City Council should the Committee of the Whole Recommend this project.

Recommendation/

Committee Discussion Summary/Council Action: The Website proposal was presented and discussed at the January 19th Finance & Personnel Committee Meeting and recommended for approval.

Additional Documentation: Proposal from eGov Strategies LLC

Amendment to Agreement for the City of Washington, IL and eGov Strategies LLC January 26th, 2021

This Amendment to Professional Services Agreement for Reimbursement of Products and or Services (hereinafter referred to as "Amendment") is entered into by and between the City of Washington(hereinafter referred to as "Client"), and eGov Strategies LLC (hereinafter referred to as "eGov"). All terms and conditions of the original Agreement remain in place unless explicitly altered in this Amendment.

NOW, THEREFORE, the parties agree to an Amendment to Professional Services Agreement for reimbursement of products and services to be performed as detailed in the Scope of Services.

Scope of Services

See Attachment A.

Payment for Services

Client shall pay to eGov the amount of \$10,500 for work as described in Appendix A. With the signed agreement and \$3,150 eGov can begin work on this project. The balance of \$7,350 will be due on the completion of the project or go live date.

As part of this agreement, eGov will discount \$1,000 from the 2021 annual support and maintenance invoice.

Authorization of Change

IN WITNESS WHEREOF, the parties have signed this Amendment as of the date set forth above by officials to bind their respective organizations:

eGov Strategies LLC	Washington, IL
By: _____	_____
Printed: <u> Alan Pyrz </u>	_____
Title: <u> SVP Development </u>	_____
_____	_____



Attachment A – Scope of Services

eGov will provide professional services to redesign the City of Washington, IL website. The result of the redesign will be a website that is more contemporary in its design, is better organized, and better accommodates mobile devices using responsive design technology. Responsive design is a web design approach aimed at crafting sites to provide an optimal viewing experience—easy reading and navigation with a minimum of resizing, panning, and scrolling—across a wide range of devices (from mobile phones to desktop computer monitors). With additional features that include Smart Search, Meetings Landing Page.

eGov will work with the City to plan and implement the design and content changes not to exceed the hours listed below.

Item	Hours	Rate	Total
Planning & Design Consultation.....	6	125	750
Website Configuration.....	6	125	750
Website Design Services	56	125	7,000
Content Jumpstart.....	12	125	1,500
Training	4	125	500
Total	84	125	10,500

