



Legislation Details (With Text)

**File #:** 24-0358      **Version:** 1      **Name:** 4/15/24 Resolution to Approve a Professional Services Agreement with GHD Services Inc. RFP No. 23-64 (\$118,514.00)

**Type:** Resolution      **Status:** Passed

**File created:** 4/15/2024      **In control:** City Council

**On agenda:** 4/15/2024      **Final action:** 4/15/2024

**Enactment date:** 4/15/2024      **Enactment #:** R-24-119

**Title:** Resolution to Approve a Professional Services Agreement with GHD Services Inc. RFP No. 23-64 (\$118,514.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. GHD Services Inc - Professional Services Agreement (PSA).pdf, 2. EXHIBIT A - Scope of Services.pdf, 3. EXHIBIT B - FEES.pdf

Date	Ver.	Action By	Action	Result
4/15/2024	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with GHD Services Inc. RFP No. 23-64 (\$118,514.00)

Attached for your approval is a contract in the amount not to exceed \$118,514.00 with GHD Services Inc. for the purchase of services to replace the content management system (CMS) used for the City’s website, a2gov.org. Approval of a 10% contingency (\$11,851.00) to cover potential change orders during the life of the project is also requested.

The city’s current CMS, purchased in 2006, does not have the modern website design functionality to fully support the city’s website redesign and the company is no longer supporting software updates to meet modern website functionality needs.

As a result, the city issued RFP No. 23-64 requesting proposals to replace the CMS for a2gov.org. Eleven responses were received, and GHD Services Inc. was selected as the respondent with the proposal that best met the city’s needs for a secure platform that will optimize and manage the city’s website content, increase web editing efficiency, and improve A2 Gov visitors’ experiences.

Budget/Fiscal Impact: Funding for the content management system replacement and the project budget was planned for and approved in the Information Technology FY2024 budget.

Prepared by: Kevin Eyer, Technology & Change Manager

Reviewed by: Tom Shewchuk, Information Technology Director

Approved by: Milton Dohoney Jr., City Administrator

RESOLVED, That City Council approves a Professional Services Agreement with GHD Services Inc. in the amount of \$118,514.00;

RESOLVED, That City Council approves a contingency of \$11,851.00 to fund additional services under this agreement at the discretion of the City Administrator, who is authorized to execute change

orders or amendments for this purpose;

RESOLVED, That the Mayor and City Clerk are authorized to sign the agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator is authorized to take all appropriate actions to implement this resolution, including signing all necessary documents and sub-agreements.