



Legislation Text

File #: Res 2024-052, Version: 1

A RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR WEBSITE DESIGN AND HOSTING TO GRANICUS, LLC.

**Summary and Background Information:**

The current City website and intranet platform provides a critical gateway to resources and communication for residents, businesses, and staff. While the City continues to grow, a more robust, user friendly and scalable website platform is needed to meet the needs of the community. City staff completed an RFP for vendors to support the installation, configuration, hosting, and administration of a new Commerce City website. Specifically, the City was looking for a website vendor that will meet State and Federal accessibility requirements and be able to continuously evolve along with the City and meet the needs of the City as it expands. The new website platform will integrate with other applications the City uses to create a better user experience for the community and staff.

The costs for this project are included in the current IT budget.

The current tentative schedule is to kick-off the project the week of August 1, 2024 and have the new system in place by July 1, 2025. The City has conducted an RFP process in accordance with the City’s procurement policy.

The following shows the schedule of events pertaining to the RFP process:

| Solicitation Activity                | Date(s)    |
|--------------------------------------|------------|
| Publication and distribution of RFP: | 12/1/2023  |
| Question submittal deadline:         | 12/11/2023 |
| Question answers deadline:           | 12/20/2023 |
| RFP response deadline:               | 12/29/2023 |
| Vendor finalist selected:            | 02/07/2024 |
| Contract negotiations with finalist  | 06/17/2024 |

The City received eleven responses to the RFP. Following staff review of all proposals, three vendors were selected to complete a round of vendor demonstrations, meetings, and RFP team evaluations. Granicus was selected as the top respondent to the RFP and City staff are confident in their ability to deliver on this project.

**Staff Responsible (Department Head):** Justin Bingham  
**Staff Member Presenting:** Tiffany Chacon (If questions arise)

**Financial Impact:** Implementation and year one costs estimated at \$72,815. Estimated five year costs \$242,750.

**Funding Source:** 395-17-750-718

**Staff Recommendation:**

Staff recommends moving forward with awarding the contract to Granicus, LLC for Website Design and Hosting subject to finalization of the contract and executed by the City Manager.

**Suggested Motion:** I move to approve Resolution 2024-052, authorizing award of contract for Website Design and Hosting to Granicus, LLC.