



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report Details (With Text)

**File #:** 20-817      **Version:** 1      **Name:** OpenCities - New CMS (City Website)  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 2/27/2020      **In control:** City Council Meeting Agenda  
**On agenda:** 3/9/2020      **Final action:**  
**Title:** CC - (1) Approval of a Professional Services Agreement with Open Cities for Content Management System (City Website) Implementation in an Amount Not-to-Exceed \$57,300; and (2) Authorization for the City Manager to Approve Four One-Year Renewals Not-to-Exceed \$21,300 Per Year for Annual Maintenance

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2020-03-09\_ATT - OpenCities Proposal.pdf

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

**CC - (1) Approval of a Professional Services Agreement with Open Cities for Content Management System (City Website) Implementation in an Amount Not-to-Exceed \$57,300; and (2) Authorization for the City Manager to Approve Four One-Year Renewals Not-to-Exceed \$21,300 Per Year for Annual Maintenance**

**Meeting Date:** March 9, 2020

**Contact Person/Dept:** Anissa Di Vincente/Information Technology Department

**Phone Number:** (310) 253-4357

**Fiscal Impact:** Yes ☒ No ☐ **General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐ **Action Item:** ☒ **Attachments:** Yes ☒ No ☐

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (03/03/20)

**Department Approval:** Michele Williams, Chief Information Officer (03/03/20)

## RECOMMENDATION

Staff recommends the City Council (1) approve an agreement with OpenCities for professional software services in an amount not-to-exceed \$57,300 for first year content management system integration including data migration, configuration, design, and staff training; and (2) authorize the City Manager to approve four one-year renewals not-to-exceed \$21,300 per year for annual

maintenance.

## **BACKGROUND/DISCUSSION**

With the last website redesign approaching five years, staff conducted a review of different platforms along with options for a redesign with our current vendor Granicus. Staff compared three different platforms to each other and our current management system (visionLive). When evaluating all features, flexibility within each platform, customer testimonials and pricing, the OpenCities platform exceeded all others.

The OpenCities platform will facilitate the City's goal to make the City website service-oriented. For example, the city of Grand Rapids with a team of two staff members, was able to add over 200 new online services in under four months using OpenCities. The platform will enhance the City website to be more user friendly while ensuring mobile capacity and ADA compliance. New features will include events mapping, digital signatures, electronic forms to PDF, no-fee online payments, homepage customization, and dynamic landing pages.

OpenCities facilitates content management solutions for a number of other municipal governments, including but not limited to:

- Grand Rapids, MI
- Miami, FL
- Orlando, FL
- Alameda, CA
- Anaheim, CA
- Cheyenne, WY
- Lakewood, CO
- Centennial, CO
- Wyandotte County, KS
- Jackson County, MO
- Belton, MO
- Lynnwood, WA
- Hartford, CT
- Syracuse, NY
- Fort Worth, TX
- Judicial Council of California

This procurement is exempted from formal bidding procedures per Culver City Municipal Code Section 3.07.055.E, which exempts bidding requirements where items to be purchased are computer software or software maintenance services.

Staff recommends the City Council approve an agreement with OpenCities for content management system implementation in an amount not-to-exceed \$57,300, and authorization for the City Manager to approve up to four annual maintenance renewals in an amount not-to-exceed \$21,300 per year.

## **FISCAL ANALYSIS**

The City Council Adopted Budget for Fiscal Year 2019/2020 includes sufficient funding in 10124100.600200 to cover the content management system implementation costs. Annual maintenance costs for additional years will be incorporated into future budgets.

## **ATTACHMENTS**

1. 2020-03-09\_ATT - OpenCities Proposal

## **MOTION**

That the City Council:

1. Approve a professional services agreement with OpenCities for Content Management System implementation in an amount not to exceed \$57,300;
2. Authorize the City Manager to approve four one-year renewals for annual software maintenance not to exceed \$21,300 per year;
3. Authorize the City Attorney to review/prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.