



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 13-1260, **Version:** 1

- a. Approve and authorize the Contracts/Purchasing Office to execute an Agreement with Siteimprove, Inc. for the provision of support services in the administration of the County website in the amount of \$4,620 for the period of January 2, 2014 through January 1, 2015;
- b. Accept non-standard contract provisions as recommended by the Director of Information Technology; and
- c. Authorize the Contracts/Purchasing Officer to sign renewals to the yearly subscription under the same or similar terms as needed.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Office to execute an Agreement with Siteimprove, Inc. for the provision of support services in the administration of the County website in the amount of \$4,620 for the period of January 2, 2014 through January 1, 2015;
- b. Accept non-standard contract provisions as recommended by the Director of Information Technology; and
- c. Authorize the Contracts/Purchasing Officer to sign renewals to the yearly subscription under the same or similar terms as needed.

SUMMARY/DISCUSSION:

The Information Technology Department (ITD) is in the process of redesigning the County website with the collective input from County departments and constituent surveys. The components to an innovative redesign include proper consideration of content, format, accessibility by the community, and the determination of proper administration. The administration of the redesign and forthcoming maintenance will be complex and the first step is to ensure proper tools are available and enable ITD to manage the dynamic information updates for all County departments.

Siteimprove, Inc. provides a valuable tool for the maintenance of the existing County website as well as content for the redesign project. The tool will provide an ability to audit the website structure, a method to identify the various links and subordinate document links that may need to be corrected, and an automated method of testing the website for: broken links, misspellings, usage factors, categorization of content, and measure website availability. The approval of this recommendation will provide for timely updates for global changes and reduce the resources that were previously necessary to verify the changes.

OTHER AGENCY INVOLVEMENT:

The Agreement was not approved by County Counsel and/or Risk Management due to the vendor generated Agreement which is non-standard regarding indemnity and warranty, and does not permit refund for partial performance by the vendor.

FINANCING:

The funds for this Agreement have been included in the FY 2013-14 Adopted Budget for the Information

Technology Department, ITD 1930, Unit 8137, INF002. Transactions relating to each fiscal year will be included in each respective Recommended Budget.

Prepared by: Sarah House, Management Analyst III, 755-5108

Approved by:

Dianah Neff, Director of Information Technology

Dated: December 2, 2013, 2013

Attachments:
Agreement