
MEMORANDUM

TO: VERNON TOWNSHIP BOARD OF TRUSTEES
FROM: TODD GEDVILLE, DIRECTOR, DEPARTMENT OF PARKS AND RECREATION
SUBJECT: WEB SITE VENDOR SELECTION
DATE: AUGUST 9, 2017
CC: DANIEL DIDECH, SUPERVISOR
HOLLY KIM, DIRECTOR, DEPARTMENT OF CONSITTUTENT AFFAIRS

Supervisor Didech, Director Kim and I had the opportunity to meet with and view demonstrations from the three vendors identified in the memo provided to the Board on July 19, 2017.

It is our recommendation that the Board authorizes the execution of a contract with CivicPlus for the services outlined in their submission in response to the Vernon Township Request for Proposals.

This vendor offers a number of different features that will be a great benefit to the Township and its residents. Some highlights include:

1. A robust communication and alert system that will allow residents to receive email and text messages on important topics and other events such as road closure, flooding, etc.
2. Staff will have the opportunity to create, maintain and update the website based on individual job responsibilities. All within the design boundaries established for the website.
3. The ability to include ePayment and registration options on the website.
4. And many other opportunities allowing for greater outreach and to provide information to the community including a citizen request tracker, job postings, and opinion polls.

The following is a breakdown of the costs that will be associated with the development of new Township logo and new website.

- Website design, development, deployment, content migration, training: \$20,040
- Logo, color scheme and rebranding development: \$3,000
- Annual hosting, maintenance and support: \$3,270