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Date: February 16, 2017
To: Mayor and Council
Author: Tony Iacobelli, Manager of Information Technology
RE: Kingsville Website Draft RFP
Report No.: IT 2017-01

AIM

To provide Council with the Kingsville Website Draft RFP for comment prior to posting on the Bids and Tenders website.

BACKGROUND

At the first budget deliberation meeting held January 10, 2017, Council approved the Information Technology capital request to seek quotes from vendors to create a new website for www.kingsville.ca

DISCUSSION

During various Strategic Planning and budget meetings, discussions took place regarding the replacement of the current municipal website (<http://www.kingsville.ca>). The attached RFP is a draft proposal that will be used to form the guidelines for vendor deliverables for requirements of the new site. The goal is to create an updated site that is user friendly, can allow for communication to/from Kingsville citizens, provide a mobile presence and meet all required Accessibility Standards set out in Provincial guidelines.

This draft will be used to create the electronic RFP to be posted on the Bids and Tenders Website and act as the template vendors will use to submit their quote/proposal.

LINK TO STRATEGIC PLAN

To encourage leadership and management that will provide the direction to achieve our goals and maximize the effectiveness of our strategies.

FINANCIAL CONSIDERATIONS

Kingsville Council approved \$40000.00 in the 2017 Capital Budget to complete the replacement of the current town website. In 2016, \$10000.00 was set aside in reserves for this project.

CONSULTATIONS

Senior Management Team

RECOMMENDATION

Council to either approve the scope of the draft RFP or provide administration with any additional specific functionality they wish to see included. Upon approval of the draft RFP, administration is seeking approval to proceed with the public advertising of the RFP on the Bids and Tenders website.

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