

**COUNCIL ACTION FORM**

**SUBJECT: CYRIDE SINGLE SOURCE PROCUREMENT OF WEBSITE SUBSCRIPTION SERVICE UPGRADE TO VISION INTERNET OF EL SEGUNDO, CALIF. FOR \$72,976**

**BACKGROUND:**

Beginning in July 2017, Vision Internet, which hosts CyRide's website, will no longer support the current version of its system. Both CyRide and the City's Information Technology Division believe the current vendor can provide the best services for CyRide with an upgrade to Vision's new subscription services as this is the same vendor hosting the City of Ames website. This decision was made after initial inquiries into other website subscription services indicated a 200-300% higher cost to choose a different vendor, as new vendors would need to design a new website compared to Vision's approach of improving upon the existing design.

The specific benefits to upgrading with CyRide's current vendor are as follows:

- The City and CyRide can share training resources.
- The knowledge base of the Vision system is shared with more than forty individuals within CyRide and the City of Ames.
- The website will be responsive to the size of monitor and automatically scale information content to different devices utilized by customers (tablet, computer, smart phone, etc).
- Updating of bus schedules/timetables will be easier to manipulate and more intuitive for CyRide staff.
- The Ames Area MPO and CyRide website that CyRide staff updates will utilize the same software.
- After July 2017, Vision will no longer support or host the current system; therefore, staying with the existing system is not a possibility.
- Future upgrades to newer software versions will be free under visionLive.
- Improved features and interactive elements have been added that will enhance customer's experience.

This procurement includes the upgrade, and four additional years of software support and hosting as described in the budget below.

<b>Website New Subscription Services Itemized</b>		<b>Dollars</b>
<b>Professional Services - visionLive CMS6</b>		\$ 38,495
visionLive Software, Support, Hosting (Year 2)		\$ 8,000
visionLive Software, Support, Hosting (Year 3)		\$ \$8,400
visionLive Software, Support, Hosting (Year 4)		\$ \$8,820
visionLive Software, Support, Hosting (Year 5)		\$ \$9,261
<b>Total</b>		<b>\$ 72,976</b>
<b>Budget</b>		<b>Dollars</b>
Local funding – FY2017 CyRide Operating Budget		\$ 38,496
Local funding – FY2018, FY2019, FY2020, FY2021 CyRide operating budgets		\$ 24,421
<b>Total</b>		<b>\$ 72,976</b>

The City of Ames Finance Department has approved this single source procurement process as the upgrade will integrate with the City’s existing website so that the City’s Information Technology’s personnel are able to provide assistance to CyRide staff as well as offer other efficiencies for their personnel.

The Transit Board of Trustees also approved the single source procurement at its January 19, 2017 meeting.

**ALTERNATIVES:**

1. Approve the single source procurement of website subscription services upgrade and associated annual hosting/support/maintenance with Vision Internet of El Segundo, CA in the amount of \$72,976.
2. Reject Alternative #1 and direct staff to procure new website professional services to reflect CyRide priorities.

**MANAGER’S RECOMMENDED ACTION:**

Approval of this alternative will allow CyRide to upgrade the design of its website, substantially improve the methods staff utilizes and time required to maintain its website information, provide a responsive website to the public and continue its collaboration with City departments for website training and maintenance activities.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a single source procurement of website subscription service and associated annual hosting support and maintenance with Vision Internet of El Segundo, California over the next five year period at a cost of \$72,976.