

**Purchase Request # 4**  
**Regular Board Meeting January 23, 2018**  
**Consideration of Approval to Renew Contract**  
**for a Web Content Management System**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the renewal of the contract for a web content management system from OmniUpdate.

**BACKGROUND**

Request for Proposal (RFP) 3423 was issued in February 2012 to procure a web content management system for website authoring, collaboration and administration tools for the District. The Board approved a contract with OmniUpdate in March 2012. This request is being submitted to cover the cost of redesigning and upgrading the current District website along with annual maintenance, support and updates. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

Annual Maintenance, Support and Updates	\$ 31,500.00
2018 Current Website Redesign and Upgrades	<u>65,000.00</u>
<b>Total OmniUpdate Funds Requested for Website Redesign, Annual Maintenance, Support and Updates through March 2019</b>	<b><u>\$ 96,500.00</u></b>

Due to the excessive cost involved to rebid and replace the existing system, OmniUpdate is a sole source provider for a web content management system and is exempt from competitive bidding per Section 44.031(j) of the Texas Education Code.

**IMPACT OF THIS ACTION**

This system provides website authoring, collaboration and administration tools for the District and is used by 100 to 150 content editors to keep the District's web sites current and provides a workflow for content approvals. All departments in the District use this software.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for this request is \$63,500.00. This expenditure will be funded by Information Systems (\$31,500.00) and Public Relations (\$32,000.00) 2017-2018 operating budgets subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be March 27, 2018 through March 26, 2019

**RESOURCE PERSONNEL**

Thomas Delamater	Chief Public Relations Officer	972-599-3144
Kim Davison	SVP Organizational Effectiveness	972-985-3781