

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: August 3, 2022

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Final Ranking of Firms and Award of RFP 2022070 for Website Redesign and Content Management System

BACKGROUND:

On April 5, 2022, the Board authorized staff to develop and issue a Request for Proposals (“RFP”) for a Content Management System (“CMS”) and redesign of the existing County website, and request a budget amendment, if necessary, to fund commencement of the project during the current fiscal year. RFPs were advertised on July 1, 2022, and five responsive proposals were received by the deadline on July 22, 2022.

ANALYSIS:

A selection committee comprised of Dan Russell, Director, Information Technology, Randy King, Information Systems & Telecommunications Manager, and Scott Johnson, Webmaster independently evaluated and scored the received proposals in accordance with the RFP document and Purchasing Manual. These scores were compiled by the Purchasing Manager to develop an overall initial ranking of firms. The committee determined interviews were not necessary and declared the initial rankings of firms final.

Proposing Firm	1 st year	2 nd year	3 rd year	4 th year	Total 4-year Cost
1 Revize LLC	\$82,900	\$9,700	\$9,700	\$9,700	\$112,000
2 Planeteria Media	\$105,760	\$10,800	\$10,800	\$10,800	\$138,160
3 Qscend Technologies, Inc.	\$25,430	\$25,430	\$25,430	\$25,430	\$101,720
4 The Zimmerman Agency	\$117,500	\$30,000	\$30,000	\$30,000	\$207,500
5 ITR Consulting, LLC	\$53,200	\$28,800	\$30,500	\$34,800	\$147,300
6 <i>SGS Technolgie (non-responsive)</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>

The estimated timeline to develop and launch the new website and system from Revize is 16-21 weeks after execution of the agreement. Their Florida agency customers include Citrus and

Wakulla Counties, and the Cities of Bushnell, Cape Canaveral, Cape Coral, Largo, Holmes Beach, St. Petersburg, and Treasure Island.

FUNDING:

The cost of the design and implementation of the website is \$82,900 and will be charged to the asset account, Information Technology/Software, Account # 505-166153. As this is a capital expense in an Internal Services Fund, the expense will be funded with cash reserves and no budget amendment is required at this time.

RECOMMENDATION:

Staff recommends the Board approve the committee's final rankings of firms and award RFP 2022070 to Revize LLC. Staff also recommends the Board approve the agreement and authorize the Chairman to sign it after review and approval by the County Attorney as to form and legal sufficiency.

Attachment

Agreement