

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Information Technology

AGENDA DATE: September 11, 2012

CONTACT PERSON/PHONE: Miguel Gamino – Director, Information Technology (915) 541-4746
Juliet Lozano – Manager, Communication & Public Affairs
(915) 541-4010
Tony Ramos– Enterprise Applications Manager, Information Technology
(915) 541-4840

DISTRICT(S) AFFECTED: All

SUBJECT:

That the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to Shi Government, a vendor under Texas Association of School Boards (TASB BuyBoard) under Contract # 409-12 in the quoted amount of \$191,197.40 for Web Content Management System.

BACKGROUND / DISCUSSION:

Departments of Information Technology (IT), recommend using the Buy Board Purchasing program for a Web Content Management Software System for the City of El Paso 40+ sites.

Information Technology requests the Purchasing Director be allowed to issue a Purchase Order for \$191,197.40 to shi Government Solutions for the Sitecore Web Content Management System, support, maintenance and installation.

The Web Content Management System provides:

- Workflows that can be enabled to restrict the publishing of content changes
- The tool will enhance the websites accessibility through multiple mobile devices without duplicating efforts
- Efficiently maintain web content up to date
- Control content revision
- Support multiple mobile devices
- Incorporate social media without the hassle of having to manage multiple websites individually
- Provide end-users capabilities
- customize templates and forms
- personalize the content display
- content time scheduler that keeps track of content start-date and end-date
- archive repository to retain expired content
- publish press releases, manage blogs and social media
- RSS Feed
- web standardized guidelines

SELECTION SUMMARY:

IT concluded that the use of the Buy Board Contract, that is available for use, represents the most expedient and cost effective resolution for the City of El Paso. Currently, the City of El Paso does not have a Web Content Management System in place. The current process involves manually updating and maintaining each individual site.

PRIOR COUNCIL ACTION:

No, currently the City of El Paso does not have a Web Content Management System in place. Obtaining a reliable Content Management System will assist the Web Media Development Team to streamline processes, aid delivering enhanced services to the departments, and improve productivity of services offered to constituents.

AMOUNT AND SOURCE OF FUNDING:

Department: 999- Non-Departmental
Division: 99998- Non-Departmental
Amount: 531010- Equipment Purchase
Account: 2322-1% PEG Cable Fee
Project: PIT0010- MISCL

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Miguel A. Gamiño, Information Technology Director

William Blaziek, Convention and Visitors Bureau General Manager

Nanette Smejkal, Parks and Recreation Director

**COUNCIL PROJECT FORM
(COOPERATIVE CONTRACT)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the CONSENT agenda for the Council Meeting of FEBRUARY 11, 2013

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order to Shi Government Solutions, Inc. a contractor under TASB (Buy Board) Contract No. 409-12 (Technology Equipment, Software, Supplies, & Telecommunications Products), for the purchase of a Content Management System (CMS) for the Information Technology Department. The City has made the determination that purchasing from this cooperative offers the most cost-effective pricing.

The participation by the City of El Paso in the Texas Association of School Boards, (Buy Board) was approved by Mayor and City Council on August 21, 2007

Department:	Information Technology
Award to:	Shi Government Solutions, Inc. Austin, TX
Cost:	\$175,964.20 (Total System Cost) \$ 15,233.20 (Total Estimated Annual Maintenance) (1 st year) \$ 44,100.00 Total Estimated Annual Maintenance (3 years)
Total Estimated Award:	\$ 235,297.40
Account No.:	999 – 99998 - 531010 – 2322-1% PEG Cable Fee. – PIT0010-MISCL
Funding Source:	Equipment Purchase, PEG Cable Fee Fund
District(s):	All
Reference No.:	2013-125

This is a Cooperative, unit price contract.

*******ADDITIONAL INFO BELOW*******

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS



To: Bruce Collins, Financial Services
Purchasing Division Assistant Director

From: Miguel A. Gamiño Jr., Director
Information Technology

Authorized Signature

Date: January 28, 2013

Re: Web Content Management System

The Information Technology (IT) Department recommends purchasing a Web Content Management System, maintenance, and installation in total estimated amount of \$191,197.40

1. Is there an urgent need for the product/service? In other words, is time of the essence?

Yes, it is time of the essence to obtain and implement a Web Content Management System. The City of El Paso Web Media Development Team is presently updating and rolling out the new City of El Paso website while maintaining the previous website. These updates include correcting or provisionally posting web content and automating processes online for up to twenty-seven city departments some of which comprise of multiple websites. Obtaining a reliable Web Content Management System will assist the Web Media Development Team to streamline processes, aid delivering enhanced services to the departments, and improve productivity of services offered to constituents. The Web Content Management Systems will allow the organization to keep web content up to date, increase productivity as the system will allow content owners the ability to modify and update content. Web Team and content managers will also have the ability to control content revision, support multiple mobile devices, and allow the organization to incorporate social media without the hassle of having to manage multiple websites individually. The process will be less time consuming and less complex.

2. Does the purchase through the Program promote the standardization of equipment?

Yes. The City Information Technology technical standardization requirements for hardware and software were included as part of the vendor requirements.

3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?

Although the attempt to look for a local business that supplies the service was made, there were no local businesses that provide or supply a robust Content Management System.

4. Do the available vendors have prior work experience and/or familiarity with the City?

Yes, the vendor supplying the Content Management System has previous work experience and is part of the Buy Boards.

5. Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?

Yes

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



Information Technology, Two Civic Center Plaza, El Paso, TX 79901
Phone: (915) 541-4288 Fax: (915) 541-4017



Texas Comptroller
Leadership Circle



Pricing Proposal
 Quotation #: 6139810
 Created On: 12/17/2012
 Valid Until: 2/28/2013

City of El Paso TX

John Espinosa
 2 Civic Center Plaza, 7th Floor
 El Paso, TX 79901
 United States
 Phone: (915) 541-4267
 Fax:
 Email: espinosajx@elpasotexas.gov

David Elam
 Phone:
 Fax:
 Email: David_Elam@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Sitecore CEP Professional Edition Sitecore - Part#: Note: Includes 1 Content Management Server Installation, 5 concurrent users/editors, unlimited content items and urls	1	\$77,720.30	\$77,720.30
2 Additional Server Installation Sitecore - Part#: Note: Content Delivery Server Installation	2	\$25,906.80	\$51,813.60
3 Additional Server Installation Sitecore - Part#:	1	\$25,906.80	\$25,906.80
4 30 Pack of Additional Concurrent Users Sitecore - Part#:	1	\$62,176.20	\$62,176.20
5 Software Discount Sitecore - Part#:	1	(\$63,000.00)	(\$63,000.00)
6 1st Year Gold Support Upgrade Sitecore - Part#:	1	\$15,233.20	\$15,233.20
7 5 Day on site Sitecore Certified Developer Training - up to 10 attendees Sitecore - Part#:	1	\$16,321.30	\$16,321.30
8 Online 4 hour advanced user training. Up to 14 attendees Sitecore - Part#:	1	\$880.90	\$880.90
9 Sitecore Installation Service - 2 day. Remote Access only Sitecore - Part#:	1	\$4,145.10	\$4,145.10
		Total	\$191,197.40

Additional Comments

Buy Board 409-12

Thank You for choosing SHI-GS! To ensure the best level of service, please provide End User Name, Phone Number, and E-Mail Address when submitting a Purchase Order. For any additional information including Hardware and Software Contract Numbers, please contact an SHI-GS Sales Representative at 800-870-6079.

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.



Phone: 800-695-2919
Fax: 800-211-5454
Email: info@buyboard.com

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Vendor Name: SHI Government Solutions Inc.
Address: 1301 S. Mo-Pac Expressway Suite 375
 Austin, TX 78746
Phone Number: (888) 764-8888
Email: texas@shi.com
Federal ID: 22-3695478

Contact: Adrienne Pubylski
Accepts RFQs: Yes
Minority Owned Vendor: Yes
Women Owned Vendor: No

Contract Name: Technology Equipment, Software, Supplies, & Telecommunications Products, Asse

Contract Description:

Contract#: 409-12
Effective Date: 11/01/2012
Expiration Date: 10/31/2015
Payment Terms: Net 30 days
Delivery Days: 5

Shipping Terms: Pre-paid and added to invoice
Freight Terms: FOB Shipping Point
Ship Via: Common Carrier

Region Served: All Texas Regions
States Served: All States

Contract Exceptions: See deviations
Quote Reference Number: 409-12
Return Policy: See return policy

Regulatory Notice: BuyBoard contract pricing does not include bonding or insurance. Each entity must assess their individual projects to determine the need for bonding and insurance, including without limitation such workers' compensation insurance as may be required by state or local law or policy. If required, it is the responsibility of each entity to obtain such bonding and insurance or confirmation of coverage, as applicable, from the vendor.

Also, each entity must assess their individual projects to determine whether the project is subject to prevailing wage rate requirements under the federal Davis Bacon Act or state or local law. If any such requirements apply, it is the responsibility of each entity to take appropriate action to determine compliance by the vendor.

The Texas Professional Services Procurement Act, Chapter 2254 of the Texas Government Code ("Act"), prohibits a governmental entity from using a competitive bid process that initially considers price in the procurement of professional services covered under the Act. "Professional services" under the Act includes, but is not limited to, professional engineering, architecture, accounting, landscape architecture, land surveying, and real estate appraisal services. Additionally, the Texas Interlocal Cooperation Act provides that a governmental entity may not use an interlocal contract with a purchasing cooperative to purchase engineering or architectural services (Texas Government Code, Section 791.011 (h)). BuyBoard® contracts do not, and are not intended to, include professional services that must be procured in accordance with the Act. Cooperative members are reminded that they must comply with the Act whenever a contract includes professional services as a component part, and may not procure engineering or architectural services through a BuyBoard contract.

Contact us 800-695-2919



Web Content Management System Solution

Council Meeting: February 11, 2013
Agenda Item: 9E

Araceli Guerra
Project Manager, Department of Information Technology Services

Carolyn Patrick
Project Manager, Department of Information Technology Services



TECHNOLOGY NEED

What action is requested of Council?

Authorization to issue a Purchase Order for the purchase of Sitecore Web Content Management System



BENEFITS TO THE CITY

What are the benefits to the City?

- Improved ability to keep web content (~4000 pages) up-to-date
- Allows user departments to update their website content
- Help to maintain standards for ADA compliance
- Easier delivery of content & optimization of sites for mobile devices
- Provides capability for City 15 staff to broadcast programming on the website
- Allows for creative use of media tools



AGREEMENT

What does the agreement cover?

- Sitecore Customer Engagement Platform (CEP) Professional Edition and additional Server installations (to cover development, content management & content delivery functions)
- 30 pack additional concurrent user licensing
- Installation Service
- Training
- 1st year Gold Support



Implementation Plan

Implementation activities begin March 2013

- Product installation by vendor
- Training by vendor
- Prototyping with vendor
- Develop detail schedule in April
- Build sites for Home Page, Newsletters, Mayor, City Manager, Districts (12 sites, ~875 pages)
- Build remaining sites for 26 departments (43 sites, ~3125 pages)