

# IRC WEBSITE ENHANCEMENTS

## Item 6

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November 10, 2021



# San Diego County Annual Report 2020-21



# FRAMEWORK FOR THE FUTURE



# Background

- Per the RFP and Contract for Outreach and Engagement Services, the contractor was required to provide *“enhancements to the website to maximize interest, user friendliness, traffic and engagement”*
- During RFP process, a clarification was provided by the Ad Hoc Committee regarding contractors’ responsibilities for the website : *“it is anticipated that contractor requested changes will be in coordination with County personnel and the contractor will be given administrative access to this website”*.
- As desired, additional enhancements are available through the COSD IT subcontractor to offer a more user-friendly experience that includes options for larger images and graphics, broader color schemes, and additional customizations
- Costs for website enhancements were not included in the ABASD contract

# Draft Timeframe

- November 12\*
  - COSD IT Subcontractor has capacity to begin developing the new website template as soon as approval is granted
- December 3
  - COSD IT Subcontractor has estimated that the website can be ready to test in 2-3 weeks.
- December 7-8
  - Testing of the website takes 2-3 days on average.
- December 9
  - Website would be live

\*County offices closed on 11/11 for Veterans Day

# Estimated Costs

- COSD IT Subcontractor estimates that a minimum of \$10,000 will be needed to setup the new site and template and style the site to the desired font and color scheme
- Since website projects are dynamic, the COSD IT Subcontractor recommends a maximum budget of \$15,000 for any contingencies
- Costs include training hours that the COSD IT Subcontractor will provide to ABASD and COSD IRC Staff

**Total cost estimate for website enhancement: \$10,000 - \$15,000**



## Benefits of Improving the IRC Website



Improved accessibility,  
usability, and navigability



Records retention (website  
must be retained for 10 years)



Public access to all materials  
after the December 15<sup>th</sup>  
deadline