



**Lou Ann Texeira**  
*Executive Officer*

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*County Member*

July 13, 2011 (Agenda)

Local Agency Formation Commission  
 651 Pine Street, Sixth Floor  
 Martinez, CA 94553

July 13, 2011  
 Agenda Item 12

**Website Services**

Dear Members of the Commission:

DISCUSSION

The LAFCO budget includes funding for two full-time LAFCO positions, along with funding for other professional services including auditing, GIS/mapping, legal, planning, and website maintenance. These other services are currently provided through contracts, which provide maximum staffing and budgetary flexibility.

In accordance with Commission direction, and in an effort to obtain the best service at the most competitive cost, LAFCO staff solicited bids from a number of website maintenance firms, including the following: Caskie Web Solutions, LLC; David Mercer Consulting Inc.; Mighty Minnow; Planeteria, Inc.; and Spark Innovations.

Based on cost and responsiveness of the bidders, LAFCO staff recommends retaining the services of Spark Innovations. The firm has provided service to Contra Costa LAFCO since 2002. Spark Innovations was founded in 2002 to provide web consulting and hosting services, with a focus on providing services to enable clients to have a professional, usable and visitor-centric web presence. They offer a range of services including web design, development, application development and search engine optimization.

RECOMMENDATION

Authorize LAFCO staff to execute a contract with Spark Innovations to provide website services for the period of July 1, 2011 through June 30, 2013 in an amount not to exceed \$4,680. Adequate funding is included in the FY 2011-12 budget to cover costs associated with website services.

Please contact the LAFCO office if you have any questions.

Sincerely,

LOU ANN TEXEIRA  
 EXECUTIVE OFFICER