

## Finance and Budget Committee

Meeting date: March 19, 2025

Agenda Item #: 7

### **Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with ImageX for website development services for the building decarbonization program, in an amount not to exceed \$199,900 through April 30, 2026.**

Agenda item type: Action item

#### **Summary**

A request to authorize the Executive Director to negotiate and execute a contract with ImageX for website development services for DRCOG's building decarbonization program.

#### **Background**

DRCOG received a \$199.7 million grant from the U.S. Environmental Protection Agency's Climate Pollution Reduction Grant program to implement a regional building decarbonization initiative. As part of this effort, \$500,000 is allocated for website development services to develop and maintain a building decarbonization website through the life of the program.

In January 2025, DRCOG released a Request for Proposals (RFP) to solicit services from agencies qualified and experienced in professional, accessible website development. As stated in the RFP, to successfully compete for and be awarded this contract, interested firms needed to demonstrate the experience, capability, understanding and resources to handle a program of the size, scope and complexity of the DRCOG Climate Pollution Reduction Grant. The successful firm needed to be able to work closely with DRCOG staff and other vendors and scale up a pre-program launch website as well as adapt to the ongoing needs of a large and complex program.

DRCOG received six qualifying proposals in response to the RFP that were reviewed and evaluated by a selection panel. The panel included subject matter experts from DRCOG's contracts, building decarbonization and communications staff, and a subject matter expert from the City of Louisville. The panel agreed that ImageX was the top choice, due to their strong experience in launching professional websites and the staff who are large and experienced enough to respond to program needs.

Based on the selection panel's evaluation, DRCOG staff recommend that the Finance and Budget Committee authorize the Executive Director to negotiate and execute a contract with the preferred consultant, ImageX.

#### **Action by others**

None



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**Previous discussion/action**

None

**Recommendation**

Move to adopt a resolution authorizing the Executive Director to negotiate and execute a contract with ImageX for website development services for the building decarbonization program, in an amount not to exceed \$199,900 through April 30, 2026.

**Attachment**

Draft resolution

**For more information**

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