

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

CITY COUNCIL AGENDA ITEM REQUEST FORM

All agenda items and any materials to be presented to the City Council need to be submitted the City Office **by noon on the Friday prior** to the meeting. **8 copies** of all items are required. In addition an electronic copy (CD or email) will be required for all documents containing more than 8 pages or larger than 11" x 17".

All meetings are open meetings and the information presented will become part of the permanent public record.

Please note there is a three minute public comment period at the beginning of each City Council meeting for individuals to make comments. Items requiring action by the City Council will be placed on the agenda for a future meeting.

Date of meeting requested: 10/8/20 Date form submitted: 10/2/20

Time allotment requested: ☐ 2 min. ☐ 5 min. ☐ 10 min. ☒ Other 15

Subject to be presented: Award of bid for recodification services to Muni
(Please use specific language as to how you want the item noticed)

Person &/Or Organization submitting item: Chris Davis

Contact information: _____

Phone number: _____

Reason for request: Willard code needs to be updated
and digitized to allow residents and
the public to access it

Official action requested: Motion to accept Municode self publishing proposal

Suggested Motion: Motion to approve and award the bid for
recodification services to Municode for self
publishing and authorize the City Manager
to enter into a contract

Please remember to submit 8 copies of all materials that will be presented to the City Council and electronic copies if required.

Have contracts, ordinances, resolutions and/or agreements been approved by the City Attorney? Yes ☐ No ☐

Comparisons-Willard UT - Copy of Sheet1.pdf Open with Google Docs

Comparisons-Willard UT

PRODUCT / SERVICE	Municode's Self-Publishing	Municode's Full Service	Code Pub
ONE TIME Recodification / Republication / Publication / Conversion of MUNICIPAL CODE	\$4,698.00	\$11,250.00	\$10,625.00
ONE TIME Recodification / Republication / Publication / Conversion of ZONING CODE	\$180.00	Included in above ^	Unsure if included in above ^
ONE TIME Code Update	\$18/page	\$18/affected page	\$17/affected page
ONE TIME Legal Review	\$3,975.00	\$3,750.00	\$3,975.00
ONE TIME Other Required Expenses (OCR)	\$348.00	\$348.00	\$75/hour
ONGOING, AS NEEDED ONGOING, AS NEEDED Physical Books	NA; DIY	\$70.00	\$93.75
Ongoing Changes as Ordinances are passed	NA; DIY	\$18/page	\$17/page
ANNUAL Software & Hosting for Municipal Code, for 3 years MAXIMUM COST	\$2,400.00	\$3,585.00	\$3,750.00
ANNUAL Software & Hosting for Municipal Code, for 3 years MINIMUM COST	\$2,400.00	\$1,350.00	\$720.00
ANNUAL Additional online Zoning Code, for 3 years	\$585.00	Ask for details	Not Available, to my knowledge

(3 years at \$295/year)

May not be covered by CARES Act

Uses Attorneys

Uses Editors

Unsure who they use

9/4/2020

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