



# Board of Retirement Regular Meeting

## Sacramento County Employees' Retirement System

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### Agenda Item 14

**MEETING DATE:** September 19, 2018

**SUBJECT:** Website Hosting and Enhancement

**SUBMITTED FOR:** \_\_\_ Consent       X  Deliberation and Action      \_\_\_ Receive and File

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### RECOMMENDATION

Staff recommends the Board authorize the Chief Executive Officer to contract with Digital Deployment Technologies for hosting of the new SCERS public website and for the development of additional website capabilities to continue strategic improvements, not to exceed \$100,000.

### PURPOSE

This item supports the FY 2018-2019 Strategic Management Plan by enabling achievement of objectives within Goal 4: Enterprise Capability and Technology. The new website provides a strategic platform for outreach and communications supporting additional strategic goals including:

- Goal 1: Customer Service
- Goal 5: Stakeholder Relations
- Goal 6: Workforce Development

### DISCUSSION

The IT Modernization budget includes an estimated \$250,000 (plus 15% contingency) for the website modernization projects. The initial project to re-deploy existing website content to the new technical platform was contracted with Digital Deployment for a fixed price of \$72,000.

The SCERS public website will soon go live. It enables SCERS Staff to more easily maintain the website content so that it is more frequently updated and timely. The website content automatically sizes on mobile devices to simplify viewing. The initial content of the existing website was transferred over to the new site. However, some old, outdated content has been deleted. As part of the ongoing initiative to review and update SCERS policies, the Policy section of the website has been expanded. Also, a COLA tracker was added to show how the potential for the April 1 COLA is trading, based on CPI data.

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Digital Deployment has proposed to host and support the website on the Amazon Web Services (AWS) cloud infrastructure for an ongoing fee of \$1,000/month. Digital Deployment already provides this service for a number of public pension systems including CalSTRS. Hosting of the website by Digital Deployment, instead of the County Department of Technology (DTech), will simplify support and maintenance during continued development and eliminate the need to train DTech staff on the tools, technology, and design of the website.

Once the new website is live and stable, SCERS plans to begin work on further enhancements to the website. The Strategic Management Plan anticipates continuous website upgrades on an approximately quarterly schedule for the remainder of the fiscal year. Subject to approval of the Board, staff plans to negotiate pricing and enter into contract with Digital Deployment for the following enhancements:

1. Improvements to the structure and usability of the Member Handbooks, FAQs, and forms.
2. Creation of a staff portal to facilitate internal communications and provide a central, shareable repository for organizational information including:
  - a. organization charts, seating plans,
  - b. staff contact lists,
  - c. internal operating policies and procedures,
  - d. staff training plans and materials,
  - e. disaster recovery and business continuity plans, and
  - f. Strategic Management Plan content and performance.
3. Additional items as time and budget allows.

Staff anticipates that the budget for these enhancements will not exceed \$100,000.

## **ATTACHMENTS**

None

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Stephen Hawley  
Chief Strategy Officer

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Eric Stern  
Chief Executive Officer