



CivicPlus Redesign Sale Form

Organization	West Allis, WI			URL	https://www.westalliswi.gov/
Street Address	XX				
Address 2	XX				
City	XX	State	XX	Postal Code	XX
CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.					
Emergency Contact & Mobile Phone	XX				
Emergency Contact & Mobile Phone	XX				
Emergency Contact & Mobile Phone	XX				
Billing Contact	XX			E-Mail	XX
Phone	XX	Ext.	XX	Fax	XX
Billing Address	XX				
Address 2	XX				
City	XX	ST	XX	Postal Code	XX
Tax ID #	XX	Sales Tax Exempt #	XX		
Billing Terms	XX	Account Rep	Julia Brown		
Info Required on Invoice (PO or Job #)	XX				
Contract Contact	XX			Email	XX
Phone	XX	Ext.	XX	Fax	XX
Project Contact	XX			Email	XX
Phone	XX	Ext.	XX	Fax	XX

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CivicPlus Redesign Project Deliverables

CivicPlus Project Development Services & Scope of Services for Website Redesign			
Design & Project Overview		Annual Fee	One Time Fee
<ul style="list-style-type: none"> • New design presented on latest platform • Redevelop navigation method (may choose top drop-down or other options) • Design setup – wireframe • Sitemap • Redevelop graphic elements of website (Newsflash, FAQs, Calendar, etc.) • Project Management • Testing • Review • Content <ul style="list-style-type: none"> ○ Includes migrating of all existing content and retouching of published pages to ensure new site styles are applied and modules are related to feature columns. ○ Contact information will be moved to a feature column area if previously formatted in a right contact layout. ○ Ensure modules are related to feature columns ○ Content Optimization – move text and images out of editor tables into corresponding widgets to optimize responsiveness <p>Note: Content will not be rewritten, reformatted or broken up. Additionally, new pages will not be created.</p> <ul style="list-style-type: none"> • Spelling and broken links will be checked and updated by our team where possible. Additional report will be provided to client 			\$11,500
Add-On Options			
Onsite Consulting	3-Days		\$8,000
Virtual Consulting	4, 4-hour blocks		\$2,500
Virtual Training	8, 4-hour blocks		\$5,000
CivicSend		\$995	
2 Additional SMS 500 Subscriber Block		\$1,800	
Annual Increase (subject to 5% annual increase starting with next bill)		\$2,795	
Total One-Time Fee			\$27,000
Total Due upon signing		\$29,795	

1. Performance under this Redesign Sales Form is subject to the terms and conditions of the original website development contract between CivicPlus and West Allis WI.
2. The Total Fees for Year 1 will be invoiced upon agreement signing.
3. Invoicing for Year 2 Annual Services begins one (1) year from agreement signed and are subject to 5% annual increase
4. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client

Date

CivicPlus

Date

Sign and E-mail the entire contract with exhibits to:

Contracts@CivicPlus.com

We will e-mail a counter-signed copy of the contract back to you so we can begin your project.

CivicPlus does not require a physical copy of the contract, however, if you would like a physical copy of the contract, mail one (1) copy of the contract with original signature to:

CivicPlus Contract Manager
302 S. 4th Street, Suite 500
Manhattan, KS 66502

Upon receipt of signed original, we will counter-sign and return the copy for your files.

Exhibit B - Annual Support, Maintenance and Hosting Services

Annual Support, Maintenance & Hosting Service Include the Following:		
Support	Maintenance of CivicPlus Application & Modules	Hosting
7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel 4-hour Response During Normal Hours Usability Improvements Integration of System Enhancements Proactive Support for Updates & Fixes Online Training Manuals Monthly Newsletters Routine Follow-up Check-ins CivicPlus Connection	Install Service Patches for OS System Enhancements Fixes Improvements Integration Testing Development Usage License	Shared Web/SQL Server DNS Consulting & Maintenance Monitor Bandwidth-Router Traffic Redundant ISP Redundant Cooling Diesel Powered Generator Daily Tape Backup Intrusion Detection & Prevention Antivirus Protection Upgrade Hardware