snowtech media

PROJECT PROPOSAL

Jeanne Evilsizer
Los Altos Hills County Fire District

P.O. Box 1766
Los Altos, CA 94023-1766

Project Name	**lahcfd.org**
Proposal No	4132
Date	Feb 13, 2013 Revised Feb 13, 2013
	Valid Through Feb 27, 2013
Terms	SC County
	Base Cost $3,632.40

Contacting Us

SnowTech Media
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Los Altos CA 94022
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Your Account Representative

Dave Snow
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This proposal to Los Altos Hills Fire District (LAHCFD) outlines the approach and costs for the maintenance of the website located at www.lahcfd.org and associated support projects. This includes:

Website Hosting
SnowTech Media will provide hosting for the LAHCFD website and manage all host server and email setup related functions.

Maintenance of the LAHCFD Website and the Joomla Web Platform
SnowTech will make all required updates and routine modifications to the website structure and content (excluding a full website redesign).

LAHCFD.org runs on the Joomla 2.6 CMS web framework. The providers, Joomla.org, issue regular updates and security patches required to keep the site running properly and deter hackers. SnowTech Media will install all 2.6.x level updates and patches as a part of this contract.

Provide Construction and Posting of Board Meeting Agendas, Support Materials, and Minutes
SnowTech Media will provide manipulation, conversion, assembly, posting and cross-linking of Board Agendas and minutes o make them available on the website for public review.

Payment - Terms and Methods

For this type of project, we are providing a fixed price to include all services.

Billing Frequency: One Time
Reporting Method: SnowTech Timelog Reports

Billing Method

Unless otherwise stated, invoices will be prepared and emailed to the billing contact of record.

Itemized Costs for This Project

$107.40	*Annual Website Hosting*
$1425.00	*Annual Website Maintenance (based on 15 hours per year)*
$2100.00	*Annual Committee Reporting - Complete*
$3632.40	

These rates and descriptions are provided for comparison purposes to the rates quoted in this proposal.

Standard Billing Rates[†]

Web Development	*$135.00 per hour*	Web & Interaction Design, Graphics, HTML & CSS Coding, Web Maint, QA
Content Development	*$135.00 per hour*	*Research, Writing, Editing, Proofing , Data Entry*
Marketing Consulting	*$135.00 per hour*	*Corporate Identity, Advertising & Marketing Programs, SEO, Blog & News Services*
Tech Support	*$135.00 per hour*	*General Technical Support by Phone*
Web Engineering	*$195.00 per hour*	Back Office, IT Project Management & Consulting, Database, Programming: *PHP, Perl, CGI, JavaScript, AJAX*

[†]Effective July 1, 2012, subject to change without notice