

Website Design & Development Agreement for

Tanque Verde Valley Fire District

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Included Services

The project involves services provided by Harness Technology in regards to the existing website for the Tanque Verde Valley Fire District, hereinafter referred to as "Client", found at <http://www.tvvfd.com>.

Harness Technology will provide ongoing website maintenance and web hosting services. The terms of this Agreement include our Premium Website Maintenance Plan, which provides up to 1 hour each month of web maintenance services. It also includes our Premium Web Hosting Plan, which provides plenty of storage and bandwidth for Client's needs, based on a review of the current website. For more information about Harness Technology's Website Maintenance and Web Hosting Plans, please visit the following links:

- Website Maintenance Plans: <http://harnessweb.com/services/website-maintenance>
- Web Hosting Plans: <http://harnessweb.com/services/web-hosting>

By executing this Agreement, Harness Technology will also move Client's existing website to the new web hosting account, provided that Client provides the information necessary to access the existing web hosting and domain registrar accounts.

Optional Services

Migrating an existing website to a new location and service provider is the perfect time to consider an upgrade and/or redesign. Harness Technology can provide these services. In order to provide accurate pricing, we would need to discuss the particulars in more detail. However, here are a couple of options to give you an idea of what might be included a certain price points:

- **Website Refresh:** Using existing content, images, colors and overall layout, Harness Technology can freshen up the website by updating graphics, adjusting general aesthetics, improving existing features and simplifying the user experience. Pages would be updated to provide users with a more pleasant reading experience, including the addition of photos as provided by Client. In addition, structural coding updates would improve page loading speed, security and search engine optimization (SEO).
- **Website Redesign:** Harness Technology can create a completely new website experience to include a custom-built template using modern techniques for the best performance, security and structural SEO available to our clients. We would also include social networking enhancements to provide links to Client's social network accounts, sharing opportunities to Client's users, and automated social distribution (allowing Client a hands-off approach to social interaction).
- **Website Overhaul:** This service would include all of the services provided in the Website Redesign described above, while also including other advanced services to take Client's website to the next level. These services would include review and rewrite of the existing content by a professional copywriter, SEO content enhancements for all pages and blog posts, and deep integration with Client's various social networking profiles.

Harness Technology can also provide any of the individual services described above as a la carte services. Please contact us for specific information and pricing, if desired.

Budget

The budget for the Included Services of this project as described are as follows:

- Premium Website Maintenance Plan: **\$79 per month** with annual contract
- Premium Web Hosting Plan: **Included** with Website Maintenance Plan

The approximate budgets for Optional Services as described are as follows:

- Website Refresh: ~\$500
- Website Redesign: ~\$1,500
- Website Overhaul: ~\$3,000

Please note that these optional services would require separate agreements, addendums and/or revisions to this Agreement and would be priced according to additional information provided by Client in terms of features, style, layout and other requirements.

Time Frame

We anticipate this project will require 1 to 2 weeks from the date of first payment to move from the existing location to the new location, based on our current workload. Please note that the exact speed of services provided will be affected by Client turnaround times and holidays. Addition of any optional services will also increase the length of time needed to complete.

Additional Services

In the event that additional services are added to the project that are outside the scope of this document, the fees associated with said services will be billed at \$85 per hour unless an addendum is made to this Agreement. Also, Harness Technology will request authorization from Client prior to commencing work on any additional or optional services.

Payment

To get started, we request payment of the first month of service in advance, which, in this case, would be **\$79**. The recurring monthly fees would then begin one month after the Client website has been moved to the new Harness Technology account and has been relaunched.

- Submit credit card payments at: https://harnessweb.com/contact/#tab_make_payment
- Send PayPal payments to: wendell@harnessweb.com

Acceptance of Agreement and Notice to Proceed

If you would like Harness Technology to get started on your project and you agree with the information provided in this Agreement, please remit payment as shown above. Then sign your initials at the bottom of each page, sign below, scan and send via email to Harness Technology.

<u>BROCK SMALL</u> CLERK TVFD	<u>Brock Small</u>	<u>03-25-2015</u>
Print name	Signature	Date