

# Standard Plan Overview

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## License

- Unlimited Staff Users
- Up to 10 Admin-Publisher Users
- Up to 2 TB of storage

## Core Features

- Public Request Portal
- Public Reading Room
- Premier Security Package
- Email Monitoring Suite
- Email Notifications
- Automatic Reminders
- Task Assignment and Tracking
- Time Tracking

## Payments

- Invoicing and Online Payments (\*Approved payment processors)

## Review and Redaction Features

- Redaction with Unlimited Users
- RapidReview (Batch and Draft Redaction)
- OCR (Optical Character Recognition)

## IT & Compliance Features

- Retention
- Single Sign-On
- Agency Specific Portal URL
- SOC 2 Type II Audit
- CJIS Attestation Available
- HIPAA Compliance Available with BAA





**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**  
**Date:**  
**Expires On:**

Statement of Work  
Q-77634-1  
6/4/2024 10:36 AM  
6/30/2024

**Client:**  
City of Crest Hill - Police, IL

**Bill To:**  
CREST HILL, ILLINOIS

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Shaun Jernigan		shaun.jernigan@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	NextRequest Year 1 Annual Fee Discount	Current Customer Incentive - 25% off Year 1	USD -2,697.00

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	NextRequest Standard Implementation	NextRequest Standard Implementation (50% off, Customer Incentive)	USD 750.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	NextRequest Standard	NextRequest Standard with up to 10 Admin-Publisher Users and 2TB of Storage	USD 10,788.00

List Price - Initial Term Total	USD 12,288.00
Total Investment - Initial Term	USD 8,841.00
Annual Recurring Services (Subject to Uplift)	USD 10,788.00

Initial Term	11/1/2024 - 10/31/2025, Renewal Term 11/1 each calendar year
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

**Acceptance**

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)