

# *MEMO*



**TO:** Mayor and members of the Board of Aldermen

**FROM:** Liza Walker, Assistant City Administrator

**DATE:** October 30, 2024

**SUBJECT:** Statement of Work Q-83243-1 to Civic Plus, LLC, of Manhattan, Kansas, relative to providing services in 2025 under the Website Hosting Services Project.

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Statement of Work Q-84243-1 relates to CivicEngage, the program that hosts the City website.

CivicPlus is requesting an increase to their agreement from the current contract amount of \$9,282.92 to \$11,510.84 for 2025. No changes to the Master Service agreement are proposed.