



Vendor	Content + Graphics Professionals
Services	Communications
Representative	Carlos Gabriel Perez
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Phone	561.503.5030
Purchase Order #	520
Vendor ID	909
Date	Apr. 13, 2022

Town Website	Hr	
New Website Pages & Communication Tools	\$	175.00
Update Existent Website Pages and Content	\$	150.00
Develop Website Visuals & Compose Information	\$	150.00
Platfrom Management	\$	125.00
Improve Navigation	\$	125.00

Town Communications Channels	Hr
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Facebook + Instagram + Twitter

Official Town Communication

Promote Community Lifestyle & Culture

Promote Town Events

Develop Visuals & Compose Information	\$	150.00
Publish	\$	50.00
Monitor & Report Community Engagement	\$	50.00
Platforms Management	\$	125.00

Community Alerts, Notifications & Immediate Circulation Information **Hr**

Town Communications Channels // Website & Social Media

Urgent Town-Hall Communication

Urgent Road-Work Updates

Other

Compose Visuals & Messages	\$	175.00
Publish on Appropriate Town Platforms	\$	175.00

Community Events **Hr**

Development of Promotional & Communication Material	\$	175.00
Media Services - Photography & Video	\$	175.00

Communications Services **Hr**

Media Services - Photography & Video	\$	175.00
Document Community & Lifestyle	\$	175.00
Graphic Design	\$	175.00
Copywriting	\$	75.00
Research	\$	50.00
Reporting	\$	50.00
Calls & Emails	\$	50.00
Meetings	\$	100.00
