



Memo

Date: August 17, 2026

To: Board of Trustees

Subject: Website Transition to New Civic Plus Platform

Dear Board members,

As you will recall, we revamped our website with Municode back in 2020. Since then, Civic Plus bought out Municode. Due to multiple factors, Civic Plus decided to move to a new platform for their websites and meeting management site.

Surprisingly, this was not a project that was on my list of things to do prior to moving into our new buildings. Unfortunately, the Township cannot remain on the old platform as it is going away after the first quarter of 2027.

Attached is the contract for the new hosting fees. As with most companies in the last few years, costs have increased.

Current Hosting Fees

Website: \$3,935

Meetings Site: \$3,000

Total Hosting Fees Old Sites: \$6,935

New Hosting Fees

Website: \$3,900

Meetings Site: \$5,300

Total Hosting Fees New Sites: \$10,600

Additional Security Costs for New Site

Managed Hosting and Security Services: \$800

Cloudflare (Web Firewall): \$600

Increase Annual Costs Since 2020 Contract: \$3,665

The new agreement is for a 3-year contract at the above prices, with the 4th year at \$11,130 which accounts for a 5% CPI increase that will continue each year after the initial agreement expires.

Memo



I asked for a comparable quote from Govstack. They quoted \$28,237 to create the new site, which would be required if we changed suppliers. Their annual hosting fee for their website is \$7,447.00. This does not include the meeting management site. We would have to get the cost to go to a new solution that works with their site, increasing cost even more.

Civic Plus has been accommodating in agreeing to wait until the end of January to begin the migration to let us settle into our new buildings.

I would like to request that the board approve the attached 3-year contract with Civic Plus (after legal review).

(Motion to approve the 3-year agreement with Civic Plus at \$10,600 a year, with the 4th year at \$11,130 to account for a 5% CPI increase, which will continue each year after the initial 3- year agreement expires, after legal review.)

Sincerely,

Trish Pergament

Deputy Supervisor

**CivicPlus**

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

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
Q-126483-1
8/14/2026 3:54 PM
6/29/2026

Client:

White Lake Charter Township, MI

Bill To:

WHITE LAKE CHARTER TOWNSHIP
(OAKLAND COUNTY), MICHIGAN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Theresa St. John		theresa.stjohn@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	AMM Select: Conversion Pro Premium Implementation	Includes config. of up to 6 existing meeting types, up to 6 existing boards, 1 approval workflow per existing meeting type, 1 existing staff report, access to 4h of group training, 1h of consulting and recorded training resources	USD 0.00
2.00	Premium Department Header Implementation - Municipal Websites	Premium Department Header Implementation	USD 0.00
1.00	DNS and Domain Hosting Setup	DNS and Domain Hosting Setup (http://www.whitelaketwp.com)	USD 0.00
1.00	Municipal Websites Central: Migration Standard Implementation	Includes full setup and configuration of the approved website design	USD 0.00
1.00	Municipal Websites Central: Meeting Migration	All publicly available word / pdf formatted meetings and agendas migrated	USD 0.00
1.00	Municipal Websites Central: Content Migration	All publicly available non-time sensitive published content migrated while maintaining formatting. Spelling & Links check completed.	USD 0.00

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Municipal Websites Central: Blended Training	Included blended system training, online learning paired with access to a trainer for a 1-hour for questions and learning reinforcement.	USD 0.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
2.00	Premium Department Header Annual Fee - Municipal Websites	Premium Department Header Annual Fee: Police, Fire	USD 0.00
1.00	AMM Select: Pro Annual Fee	AMM Select: Pro Annual Fee	USD 5,300.00
1.00	AMM Select: AI Editing Assistant	AI Editing Assistant is an optional AMMS feature that enables authorized users to enhance agenda and meeting content using integrated AI tools to generate, summarize, rewrite, or polish text in fields like item descriptions, fiscal info, and minutes.	USD 0.00
1.00	Municipal Websites Central: Starter Standard Annual Fee	Municipal Websites Central : Starter Standard Annual Fee	USD 3,900.00
1.00	Municipal Websites Central: Starter Hosting and Security Annual Fee	Municipal Websites Central: Module Based Hosting and Security Annual Fee	USD 800.00
1.00	Guardian Security (Cloudflare WAF/CDN)	Cloudflare Tier 1 WAF/CDN security protection	USD 600.00
1.00	DNS and Domain Hosting Annual Fee	DNS and Domain Hosting Annual Fee: http://www.whitelaketwp.com	USD 0.00
1.00	SSL Management CivicPlus Provided	SSL Management CivicPlus Provided: http://www.whitelaketwp.com	USD 0.00

Initial Term	5/1/2027 - 4/30/2030, Renewal Term 5/1 each calendar year
Initial Term Invoice Schedule	Year One Annual Total invoiced upon the signature date of this Agreement, subject to proration if the term begins at signing. Subsequent Annual Totals invoiced every 12 months starting at Renewal Term.

	Annual Subscription	One Time Fees	Annual Total
Year One	USD 10,600.00	USD 0.00	USD 10,600.00
Year Two	USD 10,600.00		USD 10,600.00

Year Three	USD 10,600.00		USD 10,600.00
Subtotal			USD 31,800.00
Annual Recurring Services Starting Year 4			USD 11,130.00
Renewal Procedure		Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date	
Annual Uplift		5% to be applied in year 4	

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.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-126483-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("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)

Patricia Pergament

From: Isaac Walker <Isaac.Walker@ghd.com>
Sent: Tuesday, June 23, 2026 6:28 PM
To: Patricia Pergament
Subject: RE: Website Conversation Follow Up - Civic Plus Migration

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Trish,

Apologies on the delayed response. I'm on the road for work today and tomorrow.

Below is the starting pricing for our websites:

Option 1: Pay Implementation Upfront	Onetime fee: \$28,237 Annual fee: \$7,447
Option 2: Spread Out Implementation (Most popular)	Onetime fee: N/A Annual fee years 1-5: ~\$13,094.40 Annual fee years 6+: ~\$7,447

We're partners with OpenMeeting and their tool integrates directly with our sites.

- [OpenMeeting Website](#)
- [What is OpenMeeting](#)
- [Agendas & Minutes](#)

You can also link out to or embed any meeting management platform directly within a Govstack page:

- [CivicClerk Embed Example | Prestige](#)
- [Agendas and Minutes | City of Draper](#)
- [Agendas and Meetings | Bullhead City](#)

Many communities use our Council Calendar that comes with our sites out of the box with no addition cost.

- [Meeting Calendar | Waukesha County](#)
- [Events | Town of LaSalle](#)
- [Events | City of Kyle](#)

Some folks put their meetings right on their community calendar

- [Events | City of Rochester](#)
- [Events | Town of Yorktown, NY](#)

We work with the following communities in MI:

- [Home | City of Grand Rapids, MI](#)
- [Home | City of Ann Arbor](#)
- [Home | Meridian Township](#)
- [Home | Petoskey District Library](#)
- And recently: Muskegon!

Please let me know if there are any questions. Would be more than happy to chat through anything or walk through a demo of Govstack if that would be helpful 😊

Best,