



Prepared for:

Wolfforth, TX

302 Main Street
Wolfforth, TX 79382

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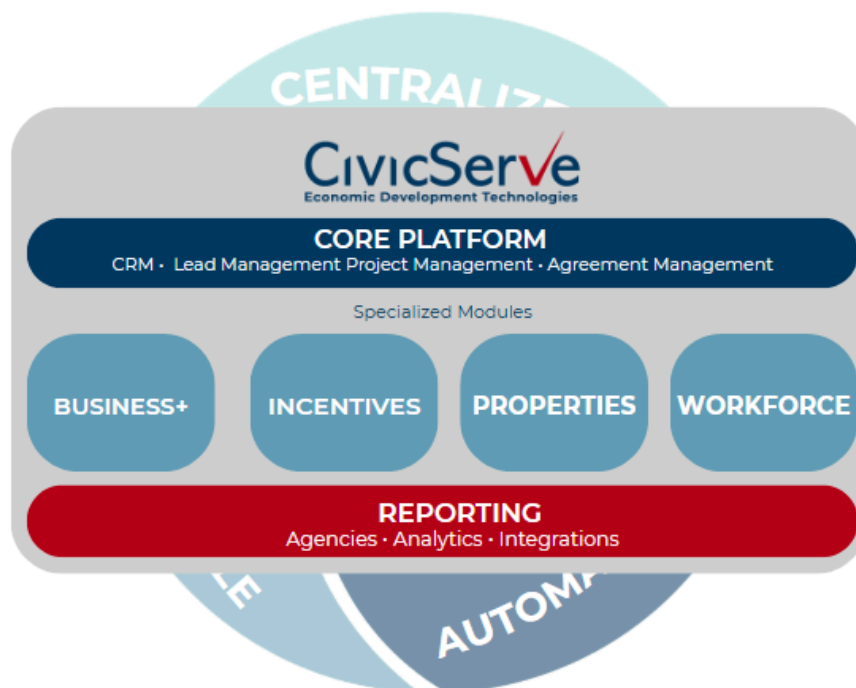
At CivicServe, we provide a secure, cloud-based technology solution designed to centralize your economic development operations, stakeholders, partners and activities in a single, easy-to-use system. From managing and tracking programs and projects to ensuring compliance and generating insightful reports, our solution aligns your unique activities and adapts to your strategic goals.

Our customers use CivicServe to:

- ✓ Attract, retain and grow businesses
- ✓ Address housing shortages and challenges
- ✓ Strengthen infrastructure and workforce development

Enclosed is a solution designed to meet the specific needs of your organization and help drive success for your community!

The CivicServe Solution



The CivicServe Core Platform

Manage economic development relationships and communication with our CRM, project and lead management solution.

Core Platform Includes:

Customer Relationship Management (CRM)

- Centralize communication with integrated email and calendar tools. Leverage email templates and bulk correspondence for distribution to specific groups.
- Track contacts, communications, documents, and activities—including calls, emails, meetings compliance and projects. Organize by industry, status, district, etc. with custom tags.
- Assign tasks to individuals, teams, consultants and third-party economic development partners. Set and receive automated reminders. View system-generated audit logs and task management reports.
- Communicate with businesses, developers and residents with a personalized public portal.

Project and Lead Management

- Centralize all data and collection processes with automated data capture and layering of project, CRM and platform metrics.
- Utilize our multi-agency architecture to collaborate with economic development partners. Assign user roles and permissions to control access and visibility of information.
- Digitize, automate and launch economic development programs, forms, key performance indicators (KPIs) and processes in minutes with best practice template libraries.
- Manage projects and leads with digital processes, including customizable events, timelines, milestones and automated notifications.
- Ensure compliance with automated notifications, reminders and real-time updates.

Reporting

- Align team and partner agency work to strategic goals and objectives; Quantify progress with metric-based, measurable outcomes.
- Leverage our API integration and in-house experts to combine your internal and external data.
- Tie data to districts, wards and custom boundaries with system-wide GIS integration.
- Capture real-time analytics on compliance, KPIs, scoring and timeline events.
- Automate reporting on daily activities, interactions and outcomes.
- Tailor reports to the audience—team, department, board, council and partner agency—with metrics to quantify parcel, project, program, demographic and timeline events.
- Generate local, state, federal and agency reports to satisfy reporting requirements.

We also offer specialized modules to assist with the management of your economic development core competencies.

Business Retention and Expansion (BRE) Module

Centralize business retention and expansion engagement, information and reporting with a system designed for business assistance, registration, license, certification and site visit programs.

BRE Module Includes:

- **BRE and Site Visit Surveys**
 - Custom capture digitizes economic development forms, surveys, site visits and business information
 - Ability to manage, track and report on business retention and site visit activity
 - Automatic notifications configured to alert users to key business updates
 - Integration of GIS data ties business intelligence to location-based districts, wards and custom boundaries
 - Dashboards and reports to display business engagement, project, KPI and survey activities and metrics
- **BRE Template Libraries**
 - Best practice template libraries to digitize, automate and launch BRE programs, forms, KPIs and processes in minutes

BRE Module Additional Options Available:

- **Business Directory**
 - Pre-populated business information with custom tags to classify and categorize businesses and industries
 - Public, searchable version to promote and encourage utilization of local enterprises
- **Business Events**
 - Economic development business event application and registration management with tracking and reporting features
- **Monthly Business Data**
 - Monthly updates of business data, contact information and business status
- **Registration, Licensing and Certifications**
 - Business registration, certification and compliance programs

Incentives Module

Protect incentive investments with a technology solution to collect applications, verify eligibility, automate notifications, collect required information, and satisfy local, state and federal compliance reporting requirements.

Incentives Module Includes:

- Economic development incentive and agreement management, tracking and reporting
- Public, searchable financial program database to promote community incentives and available business, developer and resident resources
- Intuitive search by address functionality matches individuals with qualifying financial programs
- Configurable public portal to capture custom incentive applications, pre-application forms and inbound leads
- Intelligent technology applies prescreen, eligibility verification and project scoring
- Custom incentive program timelines, automation of activity notifications, renewal notices and delivery of task details
- Internal and external communication systems automate reminders and incentive compliance
- Custom data capture digitizes incentive and financial forms, KPIs and reporting intake
- Integration of GIS data ties incentive programs to districts, wards and custom boundaries
- Digitize and launch incentive programs, forms and processes in minutes and automate incentive program notifications and KPI collection with peer-recognized templates and best practices for reference
- Configurable dashboards and reports to display incentive compliance, performance and related financial activities

Pricing Proposal

Annual Subscription		
Product	Description	Annual Price
Core Platform	<i>Full description above. Proposal includes the following:</i> <ul style="list-style-type: none"><input checked="" type="checkbox"/> Customer Relationship Management (CRM)<input checked="" type="checkbox"/> Project Management	\$7,500
Business Retention and Expansion (BRE) Module*	<i>Full description above. Proposal includes the following:</i> <ul style="list-style-type: none"><input checked="" type="checkbox"/> BRE & Site Visit Surveys<input checked="" type="checkbox"/> Business Directory<input type="checkbox"/> Business Events & Safety<input checked="" type="checkbox"/> Monthly Business Data<input type="checkbox"/> Registration, Licensing and Certification	\$5,000
Incentives Module	<i>Full description above. Includes management of the following incentive programs:</i> <ul style="list-style-type: none"><input type="checkbox"/> Abatements<input type="checkbox"/> Business Development Districts<input type="checkbox"/> Community Improvement Districts<input checked="" type="checkbox"/> Economic Development Grants	\$5,000

	<input type="checkbox"/> Economic Development Loans <input type="checkbox"/> Enterprise Zones <input type="checkbox"/> Hub Zones <input type="checkbox"/> Opportunity Zones <input type="checkbox"/> PILOTs <input type="checkbox"/> Special Services Areas <input type="checkbox"/> Tax Increment Financing Districts <input type="checkbox"/> Other/Custom _____	
Management Discount	Management discount applies if agreement is executed by August 30, 2025. Assuming a successful deployment, the city agrees to be a referenceable customer for CivicServe.	(\$12,500)
Total Annual Subscription Price		\$5,000

Professional Services		
Services	Description	One-Time Fee
Implementation and Configuration	<p>Includes implementation and configuration of the following:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> GIS integration <input checked="" type="checkbox"/> Configuration of public portal with organization logo, color palette, etc. <input checked="" type="checkbox"/> Upload of all existing customer businesses (to be provided by the customer). <i>CivicServe offers the option to augment data using Google's API (additional costs may apply).</i> <input checked="" type="checkbox"/> Configuration of applications for incentive programs listed above <input checked="" type="checkbox"/> Data entry for up to 20 existing projects including all compliance obligations, payment tracking and corresponding timelines <input checked="" type="checkbox"/> Configuration of all customer project scoring requirements <input checked="" type="checkbox"/> Training for all customer staff 	\$3,000
Management Discount	Management discount applies if agreement is executed by August 30, 2025. Assuming a successful deployment, the city agrees to be a referenceable customer for CivicServe.	(\$3,000)
Total Professional Services Fee		WAIVED

Assumptions Included in Price Indication:

- Unlimited internal users of the platform will be limited to the City of Wolfforth.
- Unlimited external users of the public facing portal will include an unlimited number of users including businesses, developers, business owners, residents, etc.

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Appendix

Properties Module

Stimulate new development and opportunities with a property registration, promotion and lead management system that showcases your community to developers and investors.

Properties Module Includes:

■ Properties and RFX Management

- Personalized public portal to capture custom property forms, registrations, applications and inbound leads
- Custom data capture to digitize RFI and RFP economic development processes
- Integration of GIS data ties properties to districts, wards and custom boundaries
- Intelligent technology applies prescreen, eligibility verification and project scoring
- Custom property program timelines, automation of renewal notices, registration and application records
- Automatic reminders and custom data capture to ensure property compliance
- Dashboards and reports display property compliance, renewals and financial activities

■ Properties Template Libraries

- Best practice template libraries to digitize, automate and launch property programs, forms, KPIs and processes in minutes

Properties Module Additional Options Available:

■ Public Portal Listings

- Public, searchable property directory to promote preferred available and community-owned properties

■ Contract Management

- Economic development property agreement management, tracking and reporting (commercial/residential)

■ Vacant Property Registration

- Management of vacant property registration programs

■ Short-Term Rental Registration

- Management of short-term rental registration programs

Workforce Module

A workforce management solution to develop assets and register, track and report on job fairs, skills, certifications and education-based programs.

Workforce Module Includes:

Workforce Management

- Capture custom workforce forms, registrations and applications with the personalized public portal.
- Digitize economic development workforce processes with custom data capture.
- Tie data to districts, wards and custom boundaries with system-wide GIS integration.
- Applies prescreen, eligibility verification and project scoring.
- Automate registration notices and records with custom workforce program timelines.
- Ensure workforce compliance with automatic reminders and custom data capture.
- Display workforce compliance, renewals and financial activities with dashboards and reports.

Workforce Template Libraries

- Digitize, automate and launch workforce programs, forms, KPIs and processes in minutes.

Workforce Module Additional Options Available:

Public Portal Promotion

- Promote available workforce programs and initiatives with a public, searchable directory.
- Display workforce data and statistics on the public dashboard.

Workforce Events

- Management, track and report on economic development workforce event applications and registrations (i.e., job fairs, business expos, etc.)
- Promote workforce events with a public, searchable event directory.

Workforce Training

- Optimize workforce skills, education-based programs and certifications.