

**RESOLUTION APPROVING STATEMENT OF WORK WITH CIVIC PLUS, INC. FOR ADA COMPLIANCE OF THE WEB CONTENT MANAGEMENT (WCM) SYSTEM, ASHTABULA COUNTY COMMISSIONERS**

WHEREAS, on November 14, 2013 by Resolution Number 2013-296, a contract was approved with Civic Plus, Inc. for a Web Content Management (WCM) System; and

WHEREAS, Scott Yamamoto, Ashtabula County Auditor, has presented a Statement of Work for the approval of the Board, to-wit:

**Scope:** to incorporate AudioEye Managed and DocAccess Implementation to ensure the Ashtabula County Website supports ADA and Section 508 compliance efforts for users with disabilities.

**Provider:** Civic Plus, Inc., 302 South 4<sup>th</sup> St., Suite 500, Manhattan, KS 66502

**Cost:** **Not to Exceed**, \$17,262.56 – initial investment (\$20,000 in 2027, and \$30,000 annually thereafter)

**Term:** **Effective immediately** and terminating November 30, 2027; and

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Statement of Work as noted above is approved in accordance with the copy now on file in this office.

BE IT FURTHER RESOLVED, that the Statement of Work shall be subject to the terms and conditions of the Master Services Agreement and the applicable Solutions and Products terms found at: [www.civicplus.help/hc/p/legal-stuff](http://www.civicplus.help/hc/p/legal-stuff).

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

Resolution No. 2026-188

April 14, 2026

**RESOLUTION APPROVING STATEMENT OF WORK RENEWAL OF CONTRACT  
WITH CIVIC PLUS, INC. FOR A WEB CONTENT MANAGEMENT (WCM) SYSTEM,  
ASHTABULA COUNTY COMMISSIONERS**

Upon the motion of J.P. Ducro IV, seconded by Kathryn L. Whittington.

**VOTE:**

Casey R. Kozlowski	Aye
Kathryn L. Whittington	Aye
J.P. Ducro IV	Aye

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

*Lisa Hawkins*

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Lisa Hawkins, Clerk of the Board  
Board of County Commissioners  
Ashtabula County, Ohio



**CivicPlus**

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

**Quote #:**  
**CivicPlus Pricing**  
**Approval Date:**  
**Expires On:**

Statement of Work  
Q-122193-1  
4/8/2026 2:59 PM  
5/31/2026

**Client:**  
Ashtabula County, OH

**Bill To:**  
ASHTABULA COUNTY, OHIO

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Joy Lakin		joy.lakin@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Web Accessibility Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	PDF Accessibility Year 1 Annual Fee Discount	Year 1 Annual Fee Discount

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	AudioEye Managed Implementation	AudioEye Managed Implementation
1.00	DocAccess Implementation	Implementation of DocAccess

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	AudioEye Managed	AudioEye Managed: <a href="https://oh-ashtabulacounty.civicplus.com/">https://oh-ashtabulacounty.civicplus.com/</a>
1.00	DocAccess	DocAccess is a document accessibility platform that scans, converts, and monitors PDF documents on websites to support ADA and Section 508 compliance efforts for users with disabilities.

List Price - Initial Term Total	USD 63,552.82
Total Investment - Initial Term	USD 37,262.56
Annual Recurring Services (Subject to Uplift)	USD 30,000.00

Initial Term	Beginning at signing and ending 11/30/2027, Renewal Term 12/1 each calendar year
Initial Term Invoice Schedule	\$17,262.56 invoiced at signing, subject to proration. \$20,000 invoiced 1/1/2027.
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.

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.

If the customer has subscribed to the DocAccess services, which is evidenced by the DocAccess line item shown above, the covered domains for the service shall be limited to:  
<https://oh-ashtabulacounty.civicplus.com/>

Total Investment – Initial Term to be prorated based on signature date.

**Acceptance of Quote # Q-122193-1**

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

By (please sign):

*Casey Kozlowski*

Printed Name:

President

Title:

4-14-26

Date:

CivicPlus

By (please sign):

*Amy Vikander*

Amy Vikander

Printed Name:

Senior Vice President of Customer Success

Title:

4/10/2026

Date:

*Ashtabula County*

Organization Legal Name:

*Cathy Coffield*

Billing Contact:

*Account Clerk III*

Title:

440-576-3649

Billing Phone Number:

*cacoffield@ashtabulacounty.us*

Billing Email:

*25 W. Jefferson, Jefferson, OH 44047*

Billing Address:

Mailing Address: (If different from above)

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

**FISCAL OFFICER'S CERTIFICATE**

5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the 2026, under the Agreement, has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of the following funds:  
1001.017.100-601.0010 -IT Contract Services Software

In the amount of \$17,262.56 for year 2026 and free from any previous encumbrances.

Agreement Title: Agreement with Civic Plus for ADA compliance.

A handwritten signature in blue ink, appearing to read 'S. Yamamoto', followed by a horizontal line extending to the right.

**Scott Yamamoto, Ashtabula County Auditor**

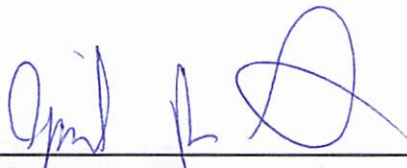
Contact: Lisa Hawkins, Clerk

Date: April 10, 2026

Signature Page

AGREEMENT TITLE: Statement of Work

APPROVED as to Legal Form Only.

Approved by:  \_\_\_\_\_  
April R. Grabman  
Ashtabula County Prosecutor

Dated: 4/13/26

Reviewed by Earl F. Stoll, Assistant Prosecutor 