

# Information Technology Service Rates for 2021 - 2022

NOTE: All rates are hourly unless otherwise noted.

## Forms Services

Resource	Description	Industry Rate	Internal
Create and Develop Forms	IT department requires no less than a <b>2 week turnaround</b> for single page event registration and online payment forms.	\$ 75.00	\$ 50.00

## Registration Services

Resource	Description	Industry Rate	Internal
Create and Develop Event Registration	Project Manager (\$150 Set-Up fee + hourly rate)	\$ 75.00	\$ 50.00

## Website Services

Resource	Description	Industry Rate	Internal
Accessibilty for files and web pages	PDF, Word, Excel, or other files accessible for digital distribution (email, website, etc.)	\$ 60.00	\$ 30.00
Keyword research/SEO and URL research	Researching keyword terms, H1 and tag creation, optimizing pages for searchability	\$ 75.00	\$ 50.00
SEO/Analytics Consult	Search engine optimization, keyword identification, title and page tag advice, link/folder structure advice, image and accessibility consultation	\$ 75.00	\$ 50.00
Training	Training on how to edit website using OU, how o use calendar, how to use enewsletter software	\$ 75.00	\$ 50.00
Project Management (Website/Social Media)	Schedule projects, coordinate staff and manage timelines, write scope of work	\$ 75.00	\$ 50.00
Consulting (Website/Social Media/Enewsletter)	Consulting on site redesign, navigation, online marketing	\$ 75.00	\$ 50.00
Design	Layout, Mockups, Wireframes	\$ 75.00	\$ 50.00
Programming Level 1	Front-end layout, Mobile Design, Responsiveness	\$ 60.00	\$ 30.00
Writing	Writing for the web, including SEO and keyword term inclusion	\$ 75.00	\$ 50.00
Usability Testing	Testing website	\$ 75.00	\$ 50.00
Photos/Third Party		\$5 per photo	

## Application Development Services

Resource	Description	Industry Rate	Internal
See IT Web Application Rates			

## Zoom Services

Resource	Description	Industry Rate	Internal
Zoom studio use (40 - 60 minutes)	Use of Zoom studio & equipment (40 - 60 minutes)	\$ 125.00	\$ 80.00
	Video Production Supervisor time (40 - 60 minutes)	\$ 125.00	\$ 85.00
	Pre- and post-production services/editing services	\$ 125.00	\$ 75.00

## IT Support Services

Resource	Description	Industry Rate	Internal
Network	Virtual Machine Server	\$2,500 per year	\$1,500 per year
Hosting/Operational	Website Hosting	\$400 per year	\$250 per year
Workstation IT Remote Support (per device)	M-F 7-5:30 remote support (occasional onsite)	N/A	\$175.00 per year
Cloud storage/backup (per user)	Cloud storage/backup and file collaboration with unlimited space	N/A	\$50 per year
Virus Software (per device)	Microsoft Defender AnitVirus	N/A	\$50 per year
Inventory Software (per device)	Website Hosting	N/A	\$50 per year
Productivity Software & Email (per user)	MS Office suite and email services	N/A	\$75 per year
Afterhours onsite IT support	Website Hosting	N/A	\$250 per hour