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## **RE: Proposal for website services**

Hi Tracy,

This document represents a synopsis of our prior conversations regarding hosting and maintenance of the OceanBeachPlanning.org website.

The scope of this estimate includes the migration of domain registration and hosting from your current provider (Glowhost) to Channel Islands Hosting™

- Services listed are as published on <https://www.ChannellIslandsHosting.com>
- Estimates exclude taxes and fees (such as the ICANN fees on domain registration)

Based on your current hosting configuration and usage the closest approximation to your existing services we offer is **CPanel Economy** hosting – This is essentially the most streamlined business option we offer.

There is a Starter option for cPanel hosting that is less expensive, but that solution does not include the cPanel email. Starter is really designed for personal websites and business customers who choose it are typically paying a premium for Gmail or MS 365. We do offer MS 365 through Channel Islands, and can set up G Suite though we don't sell G Suite through the website.

As the table on the following page demonstrates any savings on hosting realized by choosing Starter over Economy is more than offset by the added cost of premium email services.

However, we can and will support whichever solution you want to choose.

This also applies to domain registration. While we absolutely want to be your domain registrar, we do not require your domain to be registered through Channel Islands to host your website.

Access to the DNS settings is required to point to the domain at the website, however. So having your domain and hosting in one account does make the website easier to manage and maintain.

WordPress is an application that runs in the cPanel. Once the hosting account is established it should be fairly straightforward to migrate the existing site to the new server. We'll need access to the existing WordPress administration to copy the content and move it.

Migrating the domains will require that the domains are unlocked at their current registrar. You will also need access to the email account associated with the current domain registration. The process typically looks like

- Unlock domain
- Answer confirmation email from registrar
- Migrate domain
- Answer confirmation email from registrar
- Configure DNS settings for new hosting

Current	Option 1	Option 2
(1) .com domain (1) .org domain Est. \$47.88	(1) .com Domain @ \$14.99 /year (1) .org Domain @ \$16.99 /year Est. \$31.98 /year	(1) .com Domain @ \$14.99 /year (1) .org Domain @ \$16.99 /year Est. \$31.98 /year
<b>Glowhost</b> <ul style="list-style-type: none"> <li>• 1 website</li> <li>• 10 GB storage</li> </ul> \$5.99 /month Est. \$71.88 / year	<b>cPanel Economy</b> <ul style="list-style-type: none"> <li>• 1 website</li> <li>• 100 GB space</li> <li>• Unlimited bandwidth*</li> <li>• 100 email accounts**</li> <li>• 10 MySQL databases (1 GB ea.)</li> </ul> \$6.99/month Est. \$83.88 /year	<b>cPanel Starter</b> <ul style="list-style-type: none"> <li>• 1 website</li> <li>• 30 GB storage</li> <li>• Unmetered bandwidth*</li> </ul> \$1.99 /month Est. \$23.88 /year
<b>Standard SSL (1-Site)</b> Est. \$49.00 /year	<b>Standard SSL (1-Site)</b> Est. \$44.99 / per year	<b>Standard SSL (1-Site)</b> Est.\$44.99 / per year
<b>Email Included in Hosting</b>	<b>Email Included in Hosting</b>	<b>Gmail or MS 365</b> Approx \$6 / month per user (2) Users Est. \$144.00 /year
<b>EST. \$168.76 /year</b>	<b>EST. \$160.85 /year</b>	<b>EST. \$244.85 /year</b>

\*We don't limit the amount of storage and bandwidth your site can use as long as it complies with our [Hosting Agreement](#). Should your website bandwidth or storage usage present a risk to the stability, performance or uptime of our servers, we will notify you via email and you may be required to upgrade, or we may restrict the resources your website is using. It's very rare that a website violates our Hosting Agreement and is typically only seen in sites that use hosting for file sharing or storage.

\*\*Email account storage is limited to 100 email accounts with 100 MB of total storage.

The table above is representative of services specified and does not include maintenance of the website once migrated. It is not uncommon for customers to maintain their own WordPress.

Website maintenance encompasses services such as updating plug ins, themes, and the WordPress itself. Because WordPress is open source and the variety of options is expansive maintenance services are offered as a separately negotiated service.

For DIY oriented customers we do have a 24-hour tech support line available. Please have customer number and PIN available when calling.

As we discussed, should you decide to move forward I will waive my labor cost to personally help you migrate your website to the new server. A credit card will be required to set up automatic billing for the hosting & domains.

If invoicing is preferred then we can accommodate you, but additional costs will apply.

When setting up WordPress most customers ask that automatic updates be set to “Yes” – While WordPress and associated plugins are generally reliable in staying current, it is not recommended to “assume the system is fine until it breaks”. Someone needs to routinely check in on the system, ensure it is operating as intended, and occasionally manually update a plugin or theme.

- Basic maintenance services are available starting at \$20 /month

If you have a designated person who will be / is responsible for the website plug ins, etc then you don’t need to spend \$20 /month on this service.

- Calling me randomly to fix something starts at \$50 / service call  
Most service call invoices I send are in the \$150-200 range  
Advice is always free; charges are incurred for actual work performed
- Calling the 24-hr tech support line is free

Content, content development, design, and deployment of content is beyond the scope of this estimate. Those services are available at additional negotiated rates.

If you are using other contractors for your web development then you have the ability to grant them access to the WordPress and/or the hosting account.

Customers are **not** required to engage us for other services as a condition of use of our hosting website.

Should you decide to move forward we will make every effort to minimize “down time” for your website. We currently have no reason to expect your site to be off line during the migration, but some factors are beyond our control until the migration is completed.

Please let me know if you have any additional questions or concerns.

Best regards,

A handwritten signature in black ink, appearing to read 'Scott Norton', with a horizontal line underneath.

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