



Accessible Document Service Proposal

Transform Your PDFs into Fully Accessible, Searchable, and Translatable Documents

PREPARED FOR

Stillwater Area Public School District, OK

PREPARED BY

Michael Rivera

Account Executive

DocAccess by CivicPlus

michael.rivera@civicplus.com

(916) 900-6619

Executive Summary

Stillwater Area Public School District, OK faces a critical deadline for PDF accessibility compliance. After analyzing **165** links across its web properties, the DocAccess tool discovered at least **158** documents that can—and need to be—served in an accessible format. With this agreement, DocAccess will ensure **all publicly available documents** are served in an accessible format.

DocAccess offers an immediate, cost-effective solution at just **\$11,974/year** — that's **significantly** less than traditional remediation in the first year alone, with instant deployment and ongoing compliance.

The Accessibility Challenge

Under the Americans with Disabilities Act (ADA) and recent Department of Justice guidelines, all public-facing digital content must be accessible to people with disabilities. This includes:

- ✓ Meeting WCAG 2.1 AA standards for all PDF documents
- ✓ Providing equal access to information for all users
- ✓ Avoiding costly lawsuits and compliance penalties
- ✓ Serving your community's **15-20%** of residents with disabilities
- ✓ According to the American Community Survey (ACS) 2022 5-year estimates for the Stillwater Area Public School District service area and Washington County, roughly 8-10% of residents speak a language other than English at home, with Spanish, Somali, Vietnamese, and Hmong among the most common. This supports offering translated documents to ensure access for non-English-speaking families.

The DocAccess Solution

DocAccess transforms your existing PDFs into fully accessible documents without changing your files or website structure. Our cloud-based solution provides:

Instant Accessibility

Automatic conversion to screen-reader compatible HTML with proper semantic structure and WCAG 2.1 AA compliance.

250 Language Translation

Real-time translation powered by Google Translate, prioritizing languages spoken in your service area.

AI-Powered Search & Q&A

Users can search within documents and ask questions in plain language, getting instant answers in their preferred language.

Live Visual Interpretation

24/7 access to professional interpreters via Aira for users who need additional assistance - included at no extra cost.

Mobile Optimization

Responsive design ensures perfect viewing on all devices, from smartphones to desktop computers.

Smart Image Description

AI-generated comprehensive alt-text for all images, charts, maps, and diagrams following WCAG best practices.

Standards & Laws We Help You Meet

ADA Title II & III

Compliance with Americans with Disabilities Act requirements for public entities and places of public accommodation.

Section 508

Federal accessibility standard required for all federal agencies and contractors.

WCAG 2.1 AA

International Web Content Accessibility Guidelines—the gold standard for digital accessibility.

PDF/UA (ISO 14289)

We test your documents against the International standard for universally accessible PDF documents.

Every Plan Includes

- ✓ **Unlimited document views** – No per-view charges, ever
- ✓ **Automatic new document processing** – New PDFs are processed as they're published
- ✓ **250 language translation** – Real-time translation powered by Google Translate
- ✓ **AI-powered Q&A** – Users can ask questions about document content in plain language
- ✓ **Live visual interpretation** – 24/7 Aira access for users who need additional assistance
- ✓ **Compliance dashboard** – Monitor your accessibility status in real-time
- ✓ **No setup fees** – Simple installation, no hidden costs

How DocAccess Compares to Other Per-Student Costs

Annual cost per student comparison

Textbooks (avg)	\$100-200/student
Chromebook/Device	\$100-150/student
LMS Subscription	\$3-10/student

🌟 DocAccess (full ADA compliance)

~\$2.11/student

🏠 K-12 Specific Compliance



IDEA Compliance

Support students with disabilities under IDEA requirements



Office for Civil Rights

Meet OCR accessibility mandates for public schools



Parent Accessibility

Ensure parents with disabilities can access school documents

Technical Excellence & Compliance



DocAccess is built on industry-leading standards and partnerships:

- ✓ Testing PDFs for WCAG 2.1 AA and PDF/UA compliance verified by VeraPDF validation
- ✓ Section 508 and ADA Title II & III compliance
- ✓ ISO 14289 (PDF/UA) standard adherence
- ✓ Tested with all major screen readers (JAWS, NVDA, VoiceOver)
- ✓ Regular audits by accessibility experts
- ✓ Continuous improvement through user and community feedback

Simple Implementation Process

1

Quick Installation (15 minutes)

Add one line of code to your website - similar to Google Analytics. Works with any CMS or platform.

2

Automatic Processing (24 hours)

DocAccess scans and processes all your PDFs, creating accessible versions without touching your original files.

3

Go Live & Stay Compliant

Your PDFs are now served in an accessible, translatable, and mobile-friendly format. New documents are processed automatically. Full dashboard for monitoring.

Investment & Value

Recommended Plan: K12 Education - 5,687 Students

\$11,974/year

For Publicly Available PDFs and Course Materials On-Demand on stillwaterschools.org

What's Included:

✓ Unlimited documents on stillwaterschools.org

✓ Unlimited document views and downloads

✓ Automatic processing of new documents

✓ All accessibility features (translation, Q&A, live assistance)

✓ Compliance monitoring dashboard

✓ Regular accuracy reviews by experts

✓ No setup fees or hidden costs

Frequently Asked Questions

Do I need to remediate my existing PDFs?

No. DocAccess creates WCAG 2.1 AA compliant HTML formats that are the gold standard for ADA requirements. Your original PDFs remain unchanged as an alternative format for printing.

How quickly can we be compliant?

Most organizations are fully operational within 24-48 hours of installing the DocAccess code. Complex documents may take slightly longer for our quality review process.

What about documents on external sites we link to?

DocAccess uniquely handles external PDFs you link to, ensuring your users have an accessible experience even with third-party documents.

Is this solution legally compliant?

DocAccess meets all federal ADA requirements and state-specific regulations for accessible document creation. No customer using DocAccess has paid even a dollar for any ADA lawsuit, claim, or fine related to its documents. If you encounter an issue, contact us immediately so we can assist you with our unlimited accessibility and legal support program.

Service Agreement

This Software as a Service Agreement ("Agreement") is entered into on **April 13, 2026**, between CivicPlus, LLC ("Provider") and **Stillwater Area Public School District, OK** ("Customer").

Services Provided

DocAccess is a subscription-based accessibility solution that includes:

- Automated document accessibility compliance
- Real-time translation to 250 languages
- AI-powered search and Q&A functionality
- 24/7 live visual interpretation services
- Compliance monitoring and reporting

Subscription

- **K12 Education - 5,687 Students Plan - Publicly Available PDFs and Course Materials On-Demand on stillwaterschools.org**

Terms

- **Fee: \$11,974 per year**
- **Contract Term: Apr 13, 2026 - Jun 30, 2027 - 5% annual uplift starting Year 2**
- **Payment Schedule: Every year, beginning July 1, 2026**
- **Payment Terms: Net 45**
- **Renewal Procedure: Automatic one-year renewal term, unless 60 days notice provided prior to renewal date**

Example Payment Schedule

Invoice	Dates of Service	Rate	Amount
Complimentary Service	4/13/2026 - 6/30/2026	Free	\$0
First Invoice	7/1/2026 - 6/30/2027	\$11,974/year	\$11,974
Future Invoice	7/1/2027 - 6/30/2028	\$11,974/year + 5% uplift	\$12,573

The CivicPlus accounting department will gladly work with you to adjust the payment schedule to meet your needs. Amounts will not include certain state or local imposed sales taxes. Proration amounts are approximate.

This Service Agreement is governed by the terms and conditions of the [Master Services Agreement](#) and the [DocAccess Terms and Conditions](#), both available at: <https://www.civicplus.help/docs/legal-terms-and-conditions-for-services> (collectively, the "Agreement"). By executing this Service Agreement, Customer acknowledges and agrees to be bound by all terms and conditions set forth in the Agreement referenced above. In the event a Master Services Agreement is already executed between the parties, the existing agreement shall take precedence over the linked Master Services Agreement.

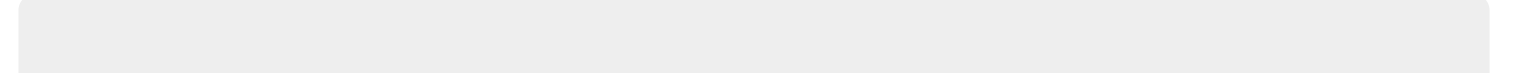
Customer may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Customer are considered null and will not alter the Binding Terms, the Agreement, or this service agreement.

CivicPlus, LLC



Name: Mac Clemmens
Title: SVP, DocAccess Co-Founder
Date: [signature_date]

Stillwater Area Public School District, OK



Name:
Title:
Date: [signature_date]

W-9 available at getstreamline.com/w9 | Fed Tax ID: 48-1202104