



# Order Schedule

May 19

# 2011

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This order schedule outlines the details about services provided by Apex Online Development, LLC for Duluth Public Schools.



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## Introduction

The following services and content are to be provided by Apex Online Development, LLC (“APEXOD”) to Duluth Public Schools (“DULUTH”) under the Agreement. The service fees are broken down into four categories:

- Initial Launch Service
- Annual Service
- Data Storage and Bandwidth overage fees
- System Customization

## Total Training

Total Training is a learning management system that streamlines the training and recordkeeping process. Videos, PowerPoint presentations and even PDF documents can be delivered via a standard web browser to employees. After an employee has comprehension of the content, they continue to the examination to confirm their comprehension. Upon successfully completing the exam, a certificate of completion can be printed. All training records are logged and available from the report server.



Figure 1: Features included in Total Training

## Service Model

Included in the service model are the following items:

- Customer support
  - Phone
  - Email
  - Remote Access
- Dedicated hosting at a commercial datacenter
- Nightly Data Backups
- Software Licensing
- Free Feature Upgrades to the licensed products



## Initial Launch Service

Here is a comprehensive list of items included in the Initial Launch Service.

- First year of software usage license for the following:
  - Total Training – Learning Management System (LMS)
- Data Import<sup>1</sup>
  - Users
  - Buildings
  - Upload and render existing training video(s), presentation(s), and/or document(s) for course content
    - DULUTH may choose from ApexOD's library of training templates
- Working with District Staff, walking them through:
  - Department creation
  - Assist Staff with training curriculum setup
  - Assist Staff with associating trainees to job descriptions
- ½ day onsite hands-on system training unlimited staff members

## Annual Service

Here is a comprehensive list of items included in the Annual Service.

- Annual software usage license for the following:
  - Total Training – Learning Management System (LMS)
- Free Apex News to assist in optimizing system usage & inform client of new feature releases.
- Unlimited trainings for District Staff
- Customer support
  - Phone
  - Email
  - Remote Access
- Dedicated hosting at a commercial datacenter
- Nightly Data Backups
- Software Licensing
- Free Feature Upgrades to the licensed products

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<sup>1</sup> Using spreadsheet templates provided by Apex Online Development, LLC.



## Service Costs

The services costs are displayed below in the table.

<b>Total Training</b>			
<b>Number of Buildings</b>		15	
<b>Setup</b>			
Description	Unit Cost	Units	Extended
Setup	\$ 375	15	\$ 5,625
<b>Setup Total</b>			<b>\$ 5,625</b>
<b>Annual Service</b>			
Description	Unit Cost	Units	Extended
Total Training Service – Up to 20 Programs	\$ 750	15	\$ 11,250
<b>Annual Service Total</b>			<b>\$ 11,250</b>
Setup + Service			<b>\$ 16,875</b>
Service (Subsequent Years)			<b>\$ 11,250</b>

## Data Storage and Transfer Overage Charges

Your organization is allowed 5 GB of storage per the Software as a Service Terms of Use Agreement. We believe these amounts are sufficient for most organizations. Should your organization require additional storage in excess of those amounts, we will charge the nominal rate on an annual basis to cover the additional storage and transfer requirements.

## System Customization

System Customization (programming) can be proposed on a Time and Materials basis at \$120/hr. For any work, Apex Online Development, LLC will provide a Statement of Work before engaging in custom work.

## Training Customization

Training Customization (voice over, rendering, etc.) can be proposed on a Time and Materials basis at \$80/hr. For any work, Apex Online Development, LLC will provide a Statement of Work before engaging in custom work.

## Note on Programs

A customer may have multiple trainings on a given program tailored to different departments or employees. For example, there may be multiple trainings on Bloodborne Pathogens. There may be a customized training for the Special Education department, one for the Custodial team and one for general employees. All three count as one course. If there is training customization (voice over, rendering, etc.) required from ApexOD, the standard Training Customization rate will apply.



## Terms

Acceptance of this Order Schedule indicates acceptance of the SOFTWARE AS A SERVICE TERMS OF USE AGREEMENT. Payment is due upon execution of the Order Schedule.

Duluth Public Schools agrees to pay \$750/building/year under a three year service contract. The term of the contact is automatically renewed unless ApexOD receives notice to cancel within 90 days of the anniversary of the contract date. Payment of the Annual service is due on the contract date with terms of NET 15 DAYS.

## Signatures

Duluth Public Schools

Apex Online Development, LLC

Print Name: \_\_\_\_\_

Print Name: Duff R. Dorschner

Signature : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_