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Order
Schedule
2014

May 01

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

Contents

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

Software Services

The Total Program

The Total Program is a Health and Safety Management System (HSMS) will NOT be included in this proposal. It may be added to the DULUTH deployment at any time in the future.

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.
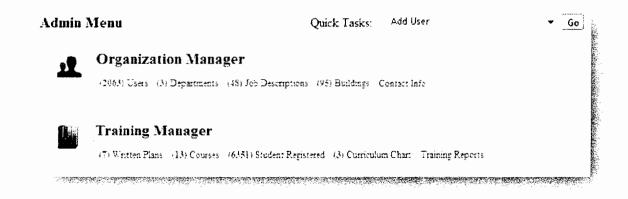
Admin Menu   Quick Tasks: Add User   ▾ Go

> 👥 **Organization Manager**
>
> (2064) Users   (3) Departments   (48) Job Descriptions   (95) Buildings   Contact Info
>
>
> **Training Manager**
>
> (7) Written Plans   (13) Courses   (6451) Student Registered   (3) Curriculum Chart   Training Reports

Figure 1: Features included in The Total Program

Service Model

Included in the service model are the following items:

- Customer support
  - Phone

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- o Email
- o 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:
  - o Total Training – Learning Management System (LMS)
- Data Import[1]
  - o Users
  - o Buildings
  - o 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:
  - o Department creation
  - o Assist Staff with training curriculum setup
  - o 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:
  - o 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
  - o Phone
  - o Email
  - o Remote Access
- Dedicated hosting at a commercial datacenter
- Nightly Data Backups
- Software Licensing
- Free Feature Upgrades to the licensed products

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[1] Using spreadsheet templates provided by Apex Online Development, LLC.

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Service Costs

The services costs are displayed below in the table.

Total Training				
Number of Buildings		15		
Three Year Annual Service Contract				
Description	Unit Cost		Units	Extended
Total Training Service – Unlimited Programs (No Cost Upgrade to Unlimited from 20 Programs)	$ 750		15	$ 11,250
Annual Service Total (Starting July 1st 2014 to June 30th 2017)				$ 11,250
Total Three Year Service Contract			$	33,750

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.

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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.

We would like to commit to an additional 3 years of annual service at the current discounted Per Building Cost of $750/year. Payment of the Annual service is due on the contract date with terms of NET 30 DAYS.

Signatures

Duluth Public Schools   Apex Online Development, LLC

Print Name: _____   Print Name: Duff R. Dorschner

Signature : _____   Signature : _____

Date   : _____   Date   : 05/01/2014