



This Statement of Work describes Professional Services which Jenzabar, Inc. agrees to undertake or make available to Client. This Statement of Work is attached to and made a part of the Master Agreement between Jenzabar, Inc. and Client. The General Terms and Conditions of the Master Agreement, and the terms of Professional Services Addendum apply to this Statement of Work. This Statement of Work relates only to the Order to which it is attached, and is not valid unless signed by an authorized representative of Jenzabar and Client.

1. **Services Invoicing.** This Statement of Work represents Jenzabar's estimate of the time needed for the Professional Services ordered by Client. Except as otherwise indicated in the Order for Software and Services, the Professional Services will be either (i) billed on a time and materials basis for Professional Services provided by the hour or by the day or (ii) billed, if provided on a fixed pricing basis, by deliverables or upon completion.
2. **Expenses for Professional Services.** All expenses for on-site work by Jenzabar associates (travel, meals, and lodging) are the responsibility of the Client. Jenzabar will use commercially reasonable efforts to minimize billable travel expenditures.
3. **Travel Time & Expenses.** Travel time and expenses are not included in the estimate in this Statement of Work and will be billed monthly as incurred. Jenzabar will use commercially reasonable efforts to ensure travel time and expenses are kept to a minimum whenever possible. Jenzabar will bill Client separately at One Hundred Dollars (\$100) per hour for time spent traveling to Client's location to perform the Professional Services in this Statement of Work. The maximum charge for any trip to perform the Professional Services will be limited to eight (8) hours for the entire trip (four (4) hours each way).
4. **Cancellation Fees.** If Client cancels or reschedules any confirmed Professional Services engagement less than seven (7) business days in advance and Jenzabar is unable to reschedule the assigned resource to another billable project for the entire cancellation period, Jenzabar will bill Client a late-cancellation penalty of One Thousand Six Hundred Dollars (\$1,600). Client will also be billed for any non-refundable travel expenses associated with the cancellation of the scheduled visit, regardless of resource rescheduling efforts. Future rescheduling of the Professional Services may be contingent upon the full payment of any cancellation fees.
5. **Change Orders.** Any requested changes or additions to the scope of the Professional Services including, without limitation, a change in scope of the data to be converted, will be considered a change order and will be priced at then-current rates and addressed in a change order to this Statement of Work.
6. **Exclusions.** The following items are excluded from Jenzabar's provision of the Professional Services:
  - Data entry as part of installation, conversion, or training.
  - Client workstation operating system, web server operating system, office productivity products, database, and backup software. Clients must purchase the appropriate type and number (quantity) of licenses for the indicated products. Most Microsoft products are available at significant higher education discounts.
  - Modifications to the standard Software applications. Client may engage Jenzabar to perform such modifications under a separate Statement of Work for Professional Services.
7. **Professional Services.** Jenzabar will use commercially reasonable efforts to perform the Professional Services listed below. Client may engage Jenzabar for additional Professional Services that are not listed on this Statement of Work with a separate Statement of Work priced at then-current rates.
8. **Third Party Consultant.** This Statement of Work is an estimate and/or a fixed price offering in which the hours, costs, and fees listed herein are based on a number of assumptions including, without limitation, that Client is not engaging an independent third party consultant to assist Client with the Professional Services as provided in this Statement of Work. If Client engages a third party consultant to assist Client with part or all of the Professional Services, Client understands that such involvement may result in additional time, costs, and/or fees for the Professional Services. Therefore, Jenzabar reserves the right to adjust the estimate and/or assess additional times, fees, and/or costs that might result from the third party consultant's involvement. Prior to any involving any third party consultant, Client must have such third party consultant execute a Jenzabar approved nondisclosure agreement.
9. **Recording of Jenzabar's Training Services.** Jenzabar does not permit the recording of any of the training sessions ordered pursuant to this Statement of Work.

**College of the Marshall Islands**  
**Professional Services to be provided:**

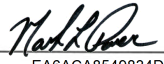
<b>Summary of Professional Services Costs</b>	
<b>Description</b>	<b>Total Cost</b>
SONIS Functional Training Services:	\$ 13,825
SONIS Configuration/Technical/Reporting Training Services:	\$ 22,225
SONIS Additional Services:	\$ 11,375
Project Management Services:	\$ 9,600
<b>Total Services Cost:</b>	<b>\$ 57,025</b>

1. **Data Conversion.** No data conversion services are included in this Statement of Work. If it is determined that data conversion services may be required for this project or Client desires to purchase data conversion services, the parties will sign a separate Statement of Work priced at then-current rates for such services. All data conversion services related to this Statement of Work must be performed by Jenzabar.
2. **Integration.** If the Professional Services include services to create an integration or interface, Client represents that Jenzabar will be provided with all access to such third party product, that Client is authorized to permit such access and that Jenzabar shall not be held responsible for performing such Professional Services if the third-party do not provide information, access, and other assistance that may be needed for Jenzabar to perform such services. If there is any claim by such third party against Jenzabar relating to the Professional Services to be rendered, Client will indemnify Jenzabar.

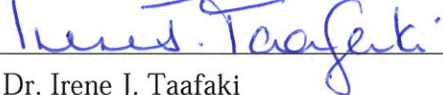
A more detailed breakdown of the Professional Services is provided on the Appendix to this Statement of Work and attached hereto.

This Statement of Work has been executed on behalf of the parties by their duly authorized representatives.

**JENZABAR, INC.** DocuSigned by:

By:   
EA6ACA8549834D8...  
 Name: Mark L. Pover  
 Title: VP of Finance  
 Date: January 14, 2021  
 ("Effective Date")

**CLIENT**

By:   
 Name: Dr. Irene J. Taafaki  
 Title: President/CEO  
 Date: 1/13/2021





**College of the Marshall Islands**  
Jenzabar SONIS Implementation & Training Package

SONIS Services				
Functional Training Areas	Quantity	Rate Type	Rate	Total Cost
Overview Training	4	Hourly	\$ 175	\$ 700
Discovery Meeting (Application Transfer)	24	Hourly	\$ 175	\$ 4,200
Key User Training	25	Hourly	\$ 175	\$ 4,375
End User Training *Includes Recruiting and Admissions, Registrar/Course, Grade and Record, Billing, Faculty, Activities	26	Hourly	\$ 175	\$ 4,550
<b>Total:</b>				<b>\$ 13,825</b>
Configuration/Technical/Reporting Training Areas				
System Admin	14	Hourly	\$ 175	\$ 2,450
Local Test Environment Consulting	24	Hourly	\$ 175	\$ 4,200
Student, Alumni and Faculty Portal Set-Up and Configuration (Portal Menu Function and Home Summary Page Functionality)	6	Hourly	\$ 175	\$ 1,050
Document Management (DMS), Notifications and Timed Tasks Set-Up	5	Hourly	\$ 175	\$ 875
Data Import Consulting	16	Hourly	\$ 175	\$ 2,800
Go Live Consulting	12	Hourly	\$ 175	\$ 2,100
General Consulting / Follow-up	12	Hourly	\$ 175	\$ 2,100
Standard Tailoring for Transcript	16	Hourly	\$ 175	\$ 2,800
Standard Tailoring for Bill	8	Hourly	\$ 175	\$ 1,400
Standard Tailoring for FA Award Letter	6	Hourly	\$ 175	\$ 1,050
Query Builder 1 and Query Builder 2	8	Hourly	\$ 175	\$ 1,400
<b>Total:</b>				<b>\$ 22,225</b>

<b>Additional Services</b>				
Izenda Report Writer - if licensed	10	Hourly	\$ 175	\$ 1,750
Financial Aid	15	Hourly	\$ 175	\$ 2,625
Online Application	10	Hourly	\$ 175	\$ 1,750
Branding Cascading Style Sheets	10	Hourly	\$ 175	\$ 1,750
<b>Total:</b>				<b>\$ 7,875</b>

<b>Services for Third-Party Systems</b>	<b>Quantity</b>	<b>Rate Type</b>	<b>Rate</b>	<b>Total Cost</b>
Interface Set-Up and Configuration with Pay Pal, Authorize.net, Trust Commerce, Paya, Heartland, Nelnet	5	Hourly	\$ 175	\$ 875
LMS Import/Export Set-Up and Configuration for - Moodle, Canvas, Blackboard, Edvance360, Schoology, Brightspace, and Jenzabar LMS only	5	Hourly	\$ 175	\$ 875
Accounting System Import/Export Set-Up and Configuration for QuickBooks (installed Version), Microsoft Dynamics/Great Plains, Abila (MIP), Blackboard's Financial Edge and SAGE/Inacct only	10	Hourly	\$ 175	\$ 1,750
<b>Total:</b>				<b>\$ 3,500</b>

<b>Project Management</b>				<b>Total Cost</b>
Project Management Services	48	18%	\$ 200	\$ 9,600
<b>Total:</b>				<b>\$ 9,600</b>

<b>Summary of Professional Services Pricing</b>	
<b>Description</b>	<b>Total Cost</b>
SONIS Functional Training Services:	\$ 13,825
SONIS Configuration/Technical/Reporting Training Services:	\$ 22,225
SONIS Additional Services:	\$ 11,375
Project Management Services:	\$ 9,600
<b>Total Services Estimate:</b>	<b>\$ 57,025</b>