

HAWAII INFORMATION CONSORTIUM

AMENDMENT I
STATEMENT OF WORK

DEPARTMENT OF ACCOUNTING AND GENERAL
SERVICES

HAWAII STATE PROCUREMENT OFFICE

HAWAII AWARDS AND NOTICES DATA SYSTEM
(HANDS)

Version 1.00

DAGS-20170427-001

HAWAII INFORMATION CONSORTIUM

PURPOSE STATEMENT

This is an amendment to the Statement of Work (SOW) document entitled Hawaii Awards and Notices Data System (HANDS) dated on August 16, 2016 and signed by Sarah Allen, Administrator for the Hawaii State Procurement Office (PARTNER) and Russell Castagnaro, General Manager, for the Hawaii Information Consortium, LLC (HIC).

The document replaces the entirety of the *Project Development Costs, Deliverables, and Schedule Estimates* sections of the SOW listed above.

Estimated Completion Date	Deliverable	Description	Invoice Amount
March 20, 2017	Delivery of partner approved design prototype	This includes all the public facing pages and the completion of the new welcome page.	\$5,235.00 COMPLETED and PAID
June 2, 2017	Milestone 1: Deployment of Release 1 to TEST environment	Release 1: The current functionality of PANS on HANDS TEST environment. This includes user dashboards, user management, posting notices, and posting awards.	\$5,235.00
August 1, 2017	Milestone 2: Deployment of Release 2 to TEST environment	Release 2: Additional HANDS functionality on HANDS TEST environment. This includes HCE, announcement modules, HIePRO functionality, CPO Requests/Approvals	\$5,235.00
September 1, 2017	Milestone 3: Completion of training and videos	Upon completion of 3 training sessions (in person, or live webinar, as determined by partner) and creation of four how-to videos	\$5,235.00
September 14, 2017	Milestone 4: Deployment to Production environment	Upon fully functional deployment of system in PRODUCTION environment and receipt of all operations/user manuals/technical documentation/how-to videos and marketing material needed by partner	\$5,235.00

December 14, 2017	Milestone 5: 90 days post-deployment in Production environment	Upon successful resolution of all bugs identified during the 90 - day maintenance and trouble-shooting period.	\$5,235.00
		Total	\$31,410.00

PROJECT DEVELOPMENT COSTS

The project development cost is \$30,000.00 plus Hawaii General Excise Tax (GET). Upon PARTNER approval of milestones/deliverables, HIC will invoice Enterprise Technology Services (ETS). Payment from ETS is due 30 days after receipt of the invoice.

Invoice Schedule

DELIVERABLES

Deliverables shall include:

- Executed Statement of Work
- System Requirements Specification (SRS) and Milestone Schedule
- Delivery of partner approved design prototype
- Delivery of milestone 1 - The current functionality of PANS on HANDS TEST environment. This includes user dashboards, user management, posting notices, and posting awards.
- Delivery of milestone 2 - Additional HANDS functionality on HANDS TEST environment. This includes HCE, announcement modules, HIePRO functionality, CPO Requests/Approvals
- Delivery of milestone 3 - Upon completion of 3 training sessions (in person, or live webinar, as determined by partner) and creation of four how-to videos
- Signed PARTNER approval that all bugs identified on TEST environment have been addressed and resolved.

- Delivery of milestone 4 - Upon fully functional deployment of system in PRODUCTION environment and receipt of all operations/user manuals/technical documentation/how-to videos and marketing material needed by partner.
- Delivery of milestone 5 - Upon successful resolution of all bugs identified during the 90 - day maintenance and trouble-shooting period.

SCHEDULE ESTIMATES

Please see the Project Development Costs section for estimated completion dates on deliverables. The estimated duration of each deliverable may be shorter or longer than indicated. If longer, HIC shall provide PARTNER with a written notification of the delay and a new projected timetable.

STAKEHOLDERS

State Procurement Office

Kalanimoku Building
 1151 Punchbowl St. Room 416
 Honolulu, HI 96813

Hawaii Information Consortium, LLC

201 Merchant Street Suite 1805
 Honolulu, HI 96813

Enterprise Technology Services

Kalanimoku Building
 1151 Punchbowl St. Room B10
 Honolulu, HI 96813

CHAIN OF COMMAND

State Procurement Office

Sarah Allen, Administrator
 Mara Smith, Assistant Administrator
 Bonnie Kahakui, HICPRO Supervisor

Hawaii Information Consortium, LLC

Burt Ramos, General Manager
 Janet Pick, Director of Portal Operations
 Zheng Fang, Director of Development

SIGN OFF

I, the undersigned, have the authority to make binding decisions on behalf of my respective agency/department regarding projects in collaboration with HIC.

I also have the authority to allocate agency/department resources towards the above-described project.

I have read the above document and understand all implications thereof. This SOW may be modified, amended or extended only by mutual agreement signed by PARTNER and HIC.

By signing, I acknowledge that the project described herein has received any required legal reviews.

Date:

Sarah Allen
Administrator
State Procurement Office

Burt Ramos
General Manager
Hawaii Information Consortium, LLC

Todd Nacapuy
Chief Information Officer
Enterprise Technology Services