

4/6/09

# SCHEDULE A ADDENDUM TO THE SERVICE LEVEL AGREEMENT BETWEEN UTAH INTERACTIVE, LLC AND THE DIVISION OF AIR QUALITY

This document will serve as the latest Schedule A addendum to the Service Level Agreement with the Division of Air Quality ("the Agency") and Utah.gov ("the Network"), the state electronic government portal managed for the state by Utah Interactive, LLC ("Network Manager") as an initiative of the State of Utah, adding the Agency transactions or services to the Network.

## DAQ Pay

### AGREEMENTS

1. Access By the Network Manager The Agency and the Network Manager to provide electronic access to allow electronic payments in accordance with this Agreement. The description of Service is as follows:

Utah Interactive (UII) will develop a website for the DAQ to allow citizens and organizations to pay fees online for a variety of payment items. Payments will be made for three different types of fees: 1) paying invoices, 2) paying standard fixed rate fees, and 3) paying variable rate fees such as asbestos notification which are calculated on a separate web site. The web site would be comprised of three sections to initiate the different payment types and then all three would route the payment transaction into the standard payment module "Utah GovPay".

2. Record Classification and User Access The Agency represents to the Network Manager the record classification: Private

The Network Manager certifies that they will offer the following security and authorization for access to the application outlined above:

This application will reside on a secure server that uses Secure Socket Layer (SSL) that will encrypt data transmission.

3. Record Access and Computer Programs. The Network Manager shall be responsible for costs and expenses in establishing access to the records to Users and Administrators, including without limitation, the cost for purchasing or developing and maintaining all programs used to interface with the Agency computer programs. Computer programs used by the Network Manager shall:
  - a. Protect information from unauthorized access;
  - b. Provide access to records to Administrators on a timely basis in an accurate, understandable and logical format acceptable to the Agency;
  - c. Be prototyped for the Agency, tested by the Network Manager and the Agency, and approved before it is offered to the public.
4. Use messages. If required by the agency, the Network Manager shall cause the Network to require Users to signify online that they will comply with any restriction on use of the records required by law, as amended from time to time. Such user agreement will be in the form of a use message displayed online, with a required positive response, all as captured in a log file, prior to the User being permitted to further search or view the record.
5. Transaction Logs. The Agency shall have access to the Network's Transaction Log for the purpose of auditing the collection and dissemination of the Agency's records.
6. Payment and Collection.
  - a. Collection: The Network Manager shall be responsible for the collection of payment information online and making that information available to the Agency. The Agency will be responsible for the collection of the

payments and any associated accounts necessary to collect those payments. A transaction fee will be assessed to every transaction and paid to the Network Manager as compensation for the maintenance of the application according to the chart below. The Network Manager, for the identified records, may charge no additional amounts without the prior written agreement of the Agency, and the Network. The Network Manger hereby represents to the Agency, that it believes the following charges will fairly and reasonably recompense the Network Manager in order to make the Agency's Web Payment Service a success:

Development Fees	Upfront Fees
Development Fee	\$7,400.00
Utah GovPay Setup Fee	\$2,500.00
<b>Total Cost not to Exceed</b>	<b>\$9,900.00</b>

Monthly Transaction Fees	Min Qty	Rate/ transaction	Min Monthly Fees
Utah GovPay (min 300 transactions)	300	\$0.75	\$225.00
Application Support (min 300 transactions)	300	\$0.75	\$225.00
<b>Total Minimum Transaction Fees</b>		<b>\$1.50</b>	<b>\$450.00</b>

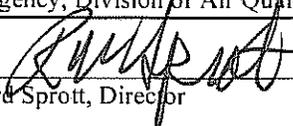
7. Records and Finances. All Network documents and records maintained by the Network Manager relating to the Agency records shall be available for inspection; auditing and copying by the agency or other authorized representatives.
8. Efficiency Gain Calculation. The Agency will establish a baseline cost for the processing of payments both prior to making the enhanced service available and after the service is made available to estimate the cost savings of offering this service.
9. Funding Source. The Agency is required to declare in advance the source of funds used for this project. Please indicate in the blank which lettered statement is true about your funding source. If neither of these choices is true about your funding source, then the Network Manager may not be able to perform the work for the Agency. The Network Manager will rely upon your statement in determining whether it can or cannot perform this work for the Agency.

Declaration of funding source: \_\_\_\_\_

- a. "The Agency affirms that no federal funds are being used to finance this project." or,
- b. "Federal funds are being used to finance the project but no federal funds are being used that requires the Network Manager to assign all right, title and interest in any part of the work or deliverables, including any work allegedly made for hire, to any other entity, individual, or to the public domain. Special federal funding requirements, if any, are included as an attachment."

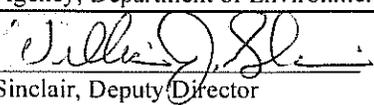
IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their duly authorized officials or officers.

The Agency, Division of Air Quality

By   
Richard Spratt, Director

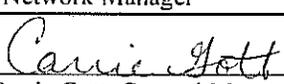
Date 7/26/05

The Agency, Department of Environmental Quality

By   
Bill Sinclair, Deputy Director

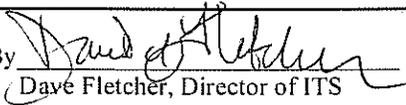
Date 7/26/05

The Network Manager

By   
Carrie Gott, General Manager

Date 7/26/05

The Network

By   
Dave Fletcher, Director of ITS

Date 7-26-05

**UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY  
PURCHASE REQUISITION**

Office Division: DIVISION OF AIR QUALITY  
Date Required: 07/14/2005

DP-1 Number: 52276  
PO No.: 6200000008

**RECOMMENDED VENDOR**

Name: UTAH INTERACTIVE  
Attention:  
Address: 68 SOUTH MAIN, #200  
SLC UT 84101-  
Phone No.: (801) 983-0275 Fax No.: (801) 983-0282

**SHIP TO ADDRESS**

Street: 150 N 1950 W  
SALT LAKE CITY UT 84116-  
Special Instruction:

*Bill*  
Invoice to DEQ - Accounts Payable  
PO Box 144810  
Salt Lake City, UT 84114-4810

Reference PO Number Below on  
All Billings or Correspondance  
PO Number: 6200000008

Branch Manager Approval

Approved  Disapproved  Pending  
by: \_\_\_\_\_ Date: \_\_\_\_\_

Support Services Coordinator Approval

Approved  Disapproved  Pending  
by: Bob Bowen Date: 07/08/2005

Division/Office Director Approval

Approved  Disapproved  Pending  
by: Rick Spritt Date: 07/08/2005

Information Technology Approval

Approved  Disapproved  Pending  
by: Ryan Walker Date: 07/15/2005

Finance Approval

Approved  Disapproved  Pending  
by: Marc Earnhardt Date: 07/12/2005

Director of Support Services Approval

Approved  Disapproved  Pending  
by: Steve Higley Date: 07/15/2005

Executive Director Approval

Approved  Disapproved  Pending  
by: \_\_\_\_\_ Date: 00/00/0000

**Items Requisitioned**

Item No	Quantity	Quantity Description	Item Description	Unit Price	Extended Price
1	1	EA	DEVELOP A WEB APPLICATION TO ALLOW CITIZENS & BUSINESSES TO PAY ONLINE PER ATTACHED SPECIFICATIONS	\$9,900.00	\$9,900.00

Estimated Costs: \$9,900.00

State of Utah Tax Exempt Number: E33399

# Utah Interactive, LLC

# Work Order

68 South Main Street, Suite 200  
 Salt Lake City, Utah 84101  
 (801) 983-0275 / phone  
 (801) 983-0282 / fax

WORK ORDER NUMBER	6082005
WORK ORDER START	
WORK ORDER END	

**Partner**  
 Division of Air Quality  
 150 North 1950 West  
 Salt Lake City, Utah  
 Contact: Bryce Bird

**Approval Instructions:**  
 1. If you have any questions concerning this work order call Utah Interactive at (801) 983-0275.  
 2. If the work order is accepted please sign and fax to Utah Interactive at (801) 983-0282. A copy with an original signature will also need to be mailed to Utah Interactive at 68 South Main Street, Suite 200, Salt Lake City, Utah 84101.

**Scope of Work:** Utah Interactive (UII) will develop a website for the DAQ to allow citizens and organizations to pay fees online for a variety of payment items. Payments will be made for three different types of fees: 1) paying invoices, 2) paying standard fixed rate fees, and 3) paying variable rate fees such as asbestos notification which are calculated on a separate web site. The web site would be comprised of three sections to initiate the different payment types and then all three would route the payment transaction into the standard payment module "Utah GovPay"

The DAQ will export from QuickBooks the details for multiple invoices into a text file and then upload the file to the web site.

The website will have an administration & reporting section. The DAQ will be able to login and view reports that list: Transaction #, date, invoice #, company name, status, amount. The DAQ will then be able to view or print the list of transactions so that they can be manually reconciled with QuickBooks and entered into the FINET system.

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Monthly Transaction Fees			
	Min Qty	Rate per Transaction	Min Monthly Fees
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Application Support (min 300 transactions/month)	300	\$0.75	\$225.00
<b>Total Minimum Transaction Fees*</b>			<b>\$450.00</b>

\* Monthly Transaction fees begin at deployment and run as long as the application is being hosted by Utah Interactive. The Fees include application support, administrative support, minor text and layout changes. Additional functionality changes will be handled through a pre-approved Change Order. Monthly Transaction fees are billed at the beginning of each month for the prior months transactions and can be terminated with a 30 day notice. The Minimum Monthly fees will be charged when the monthly transactions are less than the minimum quantity. Monthly transactions over 300 will be billed at the specified transaction rate.

This offer is valid for 30 days and is subject to the T&M Standard Terms and Conditions. The signatures below indicates acceptance of this agreement by individuals authorized to commit the Partner and Utah Interactive, LLC.

Accepted By Bryce Bird  
 Signature Bryce Bird  
 Date Aug 10, 2005

Utah Interactive, LLC CARRIE GOTT  
 Signature Carrie Gott  
 Date 8/4/05

**Billing Instructions:**  
 This is a time and materials type contract, payable in three installments; 50% at commencement, 25% at completion of development, and 25% at deployment. Utah Interactive, LLC shall use its reasonable efforts to accomplish the above stated scope of work. Invoices shall be paid Net 30 days.

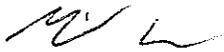
Contract Correction:  
August 4, 2005

The contract signed between Utah Interactive and the Division of Air Quality references a Service Level Agreement (SLA) between Utah Interactive and the Division of Air Quality. The SLA was actually created between Utah Interactive and the Department of Environmental Quality, which is the parent organization for the Division of Air Quality.

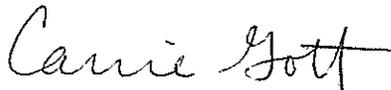
The title of the Schedule A Addendum should have stated:

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Utah Interactive - Product Manager



Carrie Gott  
Utah Interactive - General Manager

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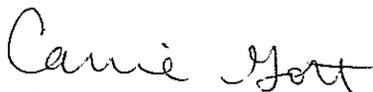
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