

SCHEDULE A ADDENDUM TO THE SERVICE LEVEL AGREEMENT BETWEEN UTAH INTERACTIVE AND THE UTAH DEPARTMENT OF AGRICULTURE AND FOOD

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

Utah Department of Agriculture and Food Web Payment Service

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:

Network Manager will provide a Web Payment Service to facilitate online payment processing on behalf of the agency. The agency Web Payment Service is a service provided by the Network Manager that will collect payment information, facilitate processing of payment, and return a result of the payment process to user and agency.

Initially, the agency will utilize the Web Payment Service to process registration payments.

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 between the server and the users' browsers for the Web Payment Service.

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:

<u>Project</u>	<u>Statutory Fee</u>	<u>the Network Manager Charge</u>
Department of Agriculture Web Payment Service	variable	- Setup Charge: not to exceed \$11,325.00 - Transaction Charge: \$3.00 per transaction

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 Manger 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

- 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, Department of Agriculture and Food

By Renee R. Matsuura
Renee R. Matsuura, Director of Administrative Services

Date 9-17-03

The Network Manager

By Amy Sawyer
Amy Sawyer, General Manager

Date 9/24/03

The Network

By Al Sherwood
Al Sherwood, Deputy CIO

Date 9/24/03

Utah Interactive, Inc.

Work Order

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

WORK ORDER NUMBER	9282003
WORK ORDER START	28-Sep-03
WORK ORDER END	28-Sep-04

Partner
 Utah Department of Agriculture and Food
 350 North Redwood Road
 Salt Lake City, UT 84116
 Contact: Renee Matsuura

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

Scope of Work: A secure payment-processing infrastructure for online credit card and virtual check transactions per requirements document *requirements_spec_udaf_030815* for the Utah Department of Agriculture and Food.

Project Tasks	Estimate In Units	Hourly Rate	Cost
Project Management*	50.00	\$70.00	\$3,500.00
Documentation*	14.00	\$70.00	\$980.00
Prototype/Image work*	32.00	\$55.00	\$1,760.00
Development	151.00	\$75.00	\$11,325.00
Acceptance Testing*	22.00	\$70.00	\$1,540.00
Migration (roll-out preparation, roll-out)*	13.00	\$75.00	\$975.00
Subtotal			\$20,080.00
Subsidized Amount			\$8,755.00
Total Cost Not to Exceed			\$11,325.00

Maintenance and Hosting Cost: \$3.00 per payment transaction. Includes; ongoing maintenance, hosting, licensing, and support of application. Cost valid for the term of one year, at which time we can reevaluate and adjust according to transaction volume.

*Work subsidized under Utah Interactive's self-funding, statewide contract (number PD1068 -- Network Development/Management for On-line Government Services - <http://www.purchasing.utah.gov/agencies/contracts/PD1068.PDF>). The contract creates a public/private partnership between the State of Utah and Utah Interactive, Inc.

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, Inc.

Accepted By Renee R Matsuura
 Signature Renee R Matsuura
 Date 9-17-03

Utah Interactive, Inc. Amy Sawyer
 Signature [Signature]
 Date 9/24/03

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, Inc. shall use its reasonable efforts to accomplish the above stated scope of work. Utah Interactive, Inc. shall submit an invoice to the above address within 30 days of completion of installment milestone. Invoices shall be paid Net 30 days.