SCHEDULE A ADDENDUM TO THE SERVICE LEVEL AGREEMENT BETWEEN UTAH INTERACTIVE, LLC AND THE DEPARTMENT OF COMMERCE

This document will serve as the latest Schedule A addendum to the Service Level Agreement with the Network, Utah Interactive, LLC, adding additional the Department of Commerce transactions or services to the Network, subject to approval of the State of Utah Chief Information Office (CIO).

AGREEMENTS

1. Access By the Network Manager The Department of Commerce authorizes the Network Manager, to provide electronic access to information contained in the UCC Database , in accordance with this Agreement. Description of Service is as follows:

UCC Amendments

This service allows users to amend their UCC Filings online by Adding, Activating & Inactivating Debtors, Secured Parties and Collateral Descriptions.

2. Record Classification and User Access The Department of Commerce represents to the Network Manager the record classification: ___(Public)_____

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

This service is available to the public; no usernames or passwords are required.

3. Record Supply Costs and Computer Programs. The Network Manager shall be responsible for costs and expenses in establishing access to the records and providing record transactions to Users and Subscribers, including without limitation, the cost for purchasing or developing and maintaining all programs used to interface with the Department of Commerce computer programs and to access the Records. Computer programs used by the Network Manager shall:

   a. Protect information from unauthorized access;

   b. Supply records to Subscribers on a timely basis in an accurate, understandable and logical format acceptable to the Department of Commerce;

   c. Be prototyped and tested by the Network Manager for the Department of Commerce review and approval before it is offered to the public.

4. Use messages. If required by the Department of Commerce, 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. Subscriber Agreements. The Network Manager shall obtain initial written agreements from all Subscribers that they will comply with any other applicable federal or Utah laws, regulations, or policies relating to record use and confidentiality. Such agreements shall be maintained by the Network Manager for inspection by the Department of Commerce.

6. Transaction Logs. The Department of Commerce shall have access to the Network's Subscriber Transaction Log for the purpose of auditing the collection and dissemination of the Department of Commerce records. Unless otherwise specified by the Department of Commerce, this Log shall contain the following data: Subscriber name, transaction data and time and type of inquiry/transaction.

Payment and Collection

A Premium Service Charge is requested for this phase of the record FILINGS. A subscription to the Network or a valid credit card would be required to access this application.

a. Collection: The cost to the public for access to and purchase of specified UCC AMENDMENT FILINGS is set by statute and is currently $12.00. The Network Manager shall be totally responsible for the collection of payments from Users and Subscribers according to the chart below. No additional amounts may be charged by the Network Manager for the identified record filings without the prior written agreement of the Department of Commerce and the CIO. The fee charged by Network represents a fee for services to gateway system users. The Network hereby represents to the Department of Commerce that it believes the following charges will fairly and reasonably recompense the Network Manager in order to make the Master Contract a success:

Agency/Project/ Priority	Statutory Fee	the Network Charge	Total
1.) RECORDS FILED	$12.00	$2.00	$12.00

b. Payment: Payments of the statutory fee for each record FILED (regardless of whether the Network Manager has collected the amount from the applicable User or Subscriber) shall be made from the Network via (specify check, credit card or ACH transaction) directly to a designated account or accounts furnished by the Department of Commerce. In addition, a payment/deposit statement shall be mailed to the following address or transmitted electronically as mutually agreed to the parties to:

Agency Billing Contact: Peter Anjewierden

Statements shall reflect the quantity of the Amendments FILED for the full previous month. The statement shall indicate the type of record filed if more than one record is available.

d. Payment Due Date. The Network Manager shall remit payments with the required statements to the Department of Commerce for access during the previous month of the Department of Commerce records no later than the last working day of the month after the month in which the fees due to the Department of Commerce were incurred.

8. Records and Finances. All Network documents and records maintained by the Network Manager relating to the Department of Commerce records shall be available for inspection, auditing and copying by the agency or other authorized representatives.

9. Responsibilities of the Department of Commerce. In order to accomplish the tasks outlined in this Addendum A, NETWORK MANAGER will require the Department of Commerce to perform the below listed items in a timely manner. If the Department of Commerce fails to provide any one of these items, the delivery dates for the NETWORK MANAGER deliverables may require adjustment. NETWORK MANAGER will not be held responsible for delays due to unavailability of data or resources from the Department of Commerce

- The Department of Commerce will designate a Project Manager with responsibility and authority for review and approval of deliverables under this Addendum A.
- The Department of Commerce will provide timely authorization for the project and for each approval required during the project.
- The Department of Commerce will assist NETWORK MANAGER in resolving any problems that arise both during and after the implementation of this project.
- The Department of Commerce will provide transfer of necessary IT knowledge, environment and business processes to NETWORK MANAGER. Verbal walkthroughs and documentation will satisfy this responsibility.
- The Department of Commerce will review and approve the functional requirement document and the prototype prior to implementation.
- The Department of Commerce will sign and return to NETWORK MANAGER the Letter of Acceptance before the application is implemented.
- The Department of Commerce will provide the required banking information to successfully set up and test the merchant account for processing of funds if applicable.
- The Department of Commerce will be responsible for setting up and managing a merchant account if applicable.

10. RESPONSIBILITIES OF Utah INTERACTIVE

- NETWORK MANAGER will designate a Project Manager to serve as the primary point of contact for the NETWORK MANAGER deliverables and who will coordinate completion of the NETWORK MANAGER deliverables with the Department of Commerce project team.
- NETWORK MANAGER will develop the application as defined in the Scope statement contained herein.
- NETWORK MANAGER will provide day-to-day management of the work plan.
- NETWORK MANAGER will host or attend periodic team meetings to review the status of project activities against the plan.
- NETWORK MANAGER will provide Project Plan Updates to the Department of Commerce Project Manager, as required.
- NETWORK MANAGER will provide Executive Briefings to the Project Sponsor and the CIO's Office, as required.
- NETWORK MANAGER will place the application into production and make it available for use by the Department of Commerce after receipt of an executed Letter of Acceptance from the Department of Commerce.

11. DELIVERY OF FINAL APPLICATION

Following user acceptance testing, the Department of Commerce will be requested by NETWORK MANAGER to sign a formal Letter of Acceptance ("Letter"). This Letter must be executed by the Project Sponsor, as previously identified in this Addendum A and the Letter must be received by NETWORK MANAGER's General Manager before the application can be placed into production and made available for use by the Department of Commerce. Once NETWORK MANAGER receives the executed Letter from the Department of Commerce, the application will be deemed accepted, placed into the production environment and thus the project will be considered complete and delivered.

12. CHANGE PROCESS

The scope of work as specified in this document shall not change except when approved in accordance with the following processes and/or protocols:

Prior to Software Delivery:

- The NETWORK MANAGER and the Department of Commerce Project Managers will review any issues that may arise and determine if the resolution will lead to a change in the scope of work, which is defined as a change that will affect cost, schedule or staffing.
- The proposed change is formally documented, including the impact on schedule, cost and staffing.
- The proposed change in the scope of work is reviewed by the NETWORK MANAGER and the Department of Commerce Project Managers and taken before the eGovernment oversight entity for approval if required.
- Once the change in the scope of work is approved, the change becomes an additional Addendum to the SLA.

After Software Delivery:

After the application is delivered, as defined above, NETWORK MANAGER will provide support for the proper installation and ongoing general operation of the current release of the application.

- Maintenance: After the application is launched, if maintenance issues arise or reporting an error becomes necessary, the Department of Commerce should contact NETWORK MANAGER. Maintenance includes graphical changes, addition or re-wording of text, or other changes that do not materially change the utility, efficiency, functional capability, or application of the software. All other requested changes will be deemed significant maintenance efforts, requiring the Department of Commerce to submit a written change request to NETWORK MANAGER. NETWORK MANAGER will then evaluate the request, seek additional information if necessary, and prioritize it in consideration of other ongoing development projects with the approval of the CIO's Office, if required.

- Software Modifications and Enhancements: For software modifications or additions that materially change the utility, efficiency, functional capability, or application of the software the Department of Commerce will submit a written change request. NETWORK MANAGER will then evaluate the request, seek additional information if necessary, and prioritize it and price it in consideration of other ongoing development projects with the approval of the CIO's Office, if required.

15. 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.

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."

16. Efficiency Gain Calculation. The Department of Commerce and the Network will establish baseline cost for the processing records both prior to making the enhanced service available and after the service is made available to estimate the cost savings of offering this service.

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

The Department of Commerce

By Francine Giani
Francine Giani, Executive Director

Date 9/22/08

The Department of Commerce – DTS Representative

By Rick Leimbach
Rick Leimbach, DTS Director

Date 9.17.08

The Network

By
Rich Olsen, General Manager

Date 10-15-08

Office of CIO

By
Jolet Olsen, DTS Director of Business Services

Date 10/1/08