



Unlimited Services Package



1 Purpose

The purpose of this document is to detail those services BuildingPoint NorthEast (“BPNE”) will provide as part of the Unlimited Services Package. This is a comprehensive package intended to provide the Client with consulting, eTraining and report development services for the Trimble Prolog software applications.

2 Objective

The objective of this document is to establish the guidelines and pricing for the Unlimited Services Package.

3 Scope

3.1 Deliverables

3.1.1 Project Management

A BPNE Project Manager will be assigned to manage, in conjunction with the Client’s Project Manager, adherence to schedule and scope.

This consists of coordination of BPNE resources, resolution of escalated issues, management of deliverables and adherence to both schedule and scope.

3.1.2 Consulting Services

To kick- BPNE will work remotely (via web meeting technology) with the Client on an as-needed basis to provide consulting support on the Trimble Prolog applications. These services include but are not limited to the following:

- Discovery sessions
- Security Manager configurations
- End User access management
- Nomenclature configurations
- Global, Portfolio and Project Option configurations
- User Defined Fields
- List and Lookup configurations
- Word Processor Template development and customizations
- Budget Code development and configurations
- Notifications
- Insight (dashboard) views
- Workflow (when applicable)

3.1.3 eTraining

eTraining will be performed for topics determined by the Client with guidance from BPNE. Training topics will be divided into two hour sessions according to area of focus and delivered via the BPNE eTraining site. Sessions are limited to eight attendees however; they can be repeated as often as necessary. Training is offered for the following applications:

- Prolog Manager
- Prolog Manager Administrator
- Prolog Customization Manager
- Prolog Converge
- Prolog Converge Admin
- Prolog Mobile
- Crystal Reports XI for Prolog

3.1.4 Report Services

BPNE will work with the Client to determine and document the requirements of each custom report request. A technical consultant will use this design for development and quality assurance testing. Once approved by the Client, BPNE will assist in the report deployment to Prolog.

All Reports will be developed using the most current version of Crystal Reports for Prolog.

3.2 Agreement Terms

3.2.1 Assumptions

1. BPNE will be granted remote administrative access to Prolog Manager, Prolog Converge, Prolog Mobile, Prolog Customization Manager, Prolog Manager Administrator, and Prolog Converge Admin in the Client's environment.
2. Each attendee connecting to the eTraining site will do so via a high-speed internet connection.

3.2.2 Boundaries

1. All work will be performed off-site through the use of web meeting technology (when necessary) between the hours of 8:30AM & 5:00 PM EST.

3.2.3 Constraints

1. Package does not cover integration development.
2. Package does not cover IT services.
3. Package does not cover technical support services.
4. Package does not cover installation services other than those mentioned elsewhere in this document.

3.2.4 Dependencies

1. An executed copy of this agreement must be received prior to the commencement of work.
2. 100% of this proposal value is due upon acceptance of this agreement and prior to the commencement of work.