**Professional Services Order Form #1**

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| **Spreedly, Inc.**  300 Morris Street  Suite 400  Durham, NC 27701 |  |  |
| **To:**  **Customer Legal Name:**  **Tax ID:**  **Billing Address:**  **Sales Rep:** [Charlotte Sawyer](mailto:charlotte@spreedly.com) |  | **Order Form Issued: August 3, 2023**  **Offer Valid Until: Aug 30, 2023** |

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| **Item** | **Sku** | **Description** | **Fee** |
| Consulting Services | PS0002 | Spreedly Implementation Consulting Services |  |

**STATEMENT OF WORK**

**Phase One**

This Statement of Work (“SOW”), dated as of \_\_\_\_\_\_\_\_\_\_\_\_\_, (the “SOW Effective Date”) is being entered into in connection with the Professional Services Agreement (the “Professional Services Agreement”), dated as of \_\_\_\_\_\_\_\_\_\_\_\_\_, by and betweenDoosan Bobcat North America, Inc. (“Company”) and Spreedly Inc., a Delaware corporation (“Spreedly”). Capitalized terms not otherwise defined herein shall have the meanings given to such terms in the Professional Services Agreement.

1. **Description of Services:**

* Spreedly’s project team will advise and assist Company to assess and optimize their integration with Spreedly. utilizing the best application of Spreedly technology for Company payments processing goals (the “Services”).
* The project team will consist of at minimum (1) Project Lead, (2) Consultants, (1) Product Manager, (1) Solutions Engineer, and (1) Account Executive
  + Additional resources will be provided as needed to complete the deliverables and research

1. **Deliverables:** Spreedly will work with Company to produce and deliver the following:
   * Project kickoff and chartering exercise
     1. a Project Charter documenting goals, objectives, and delivery schedule
   * Shared Confluence space for centralized project documentation
   * 1.5 day on site discovery workshop
   * Development and delivery of RFP related items:
     1. RFP Evaluation & Gap Analysis
     2. RFP Grading Criteria
   * Development and delivery of strategy related items:
     1. ROI Calculator
     2. Best practice Guide for Marketplaces
     3. Architecture Review
     4. Business Value Presentation
     5. Industry Research Guide
   * Future Phase development recommendations, timeline, and resourcing plan
2. **Company Obligations:** In support of the Services provided by Spreedly, Company will fulfill the following obligations and produce and/or provide the following materials, equipment, technology and/or space:

* Completion of Integration Architecture Review survey: existing and future e commerce business process maps and sequence diagrams
* Making appropriate personnel available for joint sessions with Spreedly
* Providing access to required systems for the Spreedly team as needed
* Access to Company subject matter experts in payments products, features, and current payments processing activities
* Dedicated primary point of contact to provide regular status reports, scheduling, logistics, and documentation
* Access to Company RFP work underway and any current RFP related relevant information
* Access to Company marketplace project goals, timelines, project status, technical documentation

1. **Duration of Statement of Work.** This SOW will commence on the SOW Effective Date and is expected to last for six (6) weeks (the “SOW Initial Term”). The term of this SOW may also be extended by mutual agreement of the Parties.
2. **Estimated Fees.** Spreedly estimates that the Services will require one hundred and twenty (120) hours at a blended hourly rate of $175 per hour for an estimated total cost of $21,000 USD not including expenses.
3. **Fees and Payment Terms:**  Client shall pay Spreedly for actual hours worked on a time and materials basis and agrees to reimburse Spreedly’s reasonable expenses related to transportation, lodging, and meals during any required travel; provided that Spreedly obtains prior written consent of Customer and such expenses conform to Customer’s standard travel and expense policy, as communicated to Spreedly from time to time. Doosan Bobcat North America, Inc. will not, and shall not, pay for any travel expenses not previously approved in writing by Doosan Bobcat North America, Inc. Customer understands and agrees that any estimates provided by Spreedly are not binding, provided that Spreedly uses reasonable commercial efforts to perform the Services in the manner described in this SOW. If it appears that the estimated time for Services in this SOW may be exceeded, the parties agree to discuss the additional effort required to complete the work and to memorialize their agreement in a written Change Order or an amendment to an SOW. Spreedly will invoice Customer in full for the Services described in the Order Form and SOW upon the SOW upon the SOW Effective Date. Once executed, this SOW is non-cancellable. Fees for the Services are due 60 (sixty) days from the invoice date and Services must be started within 3 months from the SOW Effective Date or are otherwise forfeited.
4. **Incorporation of Terms.** All other terms and conditions of the Professional Services Agreement will apply to this Statement of Work.

Authorized representatives of the parties hereby agreed to and accept the terms of this Statement of Work effective as of the SOW Effective Date.



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| **Doosan Bobcat North America, Inc.** | | **Spreedly, Inc** | |
| By |  | By |  |
| Name |  | Name |  |
| Title |  | Title |  |
| Date |  | Date |  |