

Project Agreement

BULK SPACE MEDIA LAB PORTAL

This Contract is made and entered into as of July 24, 2023, by and between **Emma Levesque-Schaefer & Terra Schneider** (Service Providers) and **Bulk Space** (Client).

WORK OVERVIEW

This proposal outlines the process, timeline and estimated cost for Bulk Space's new Media Lab Portal. The Service Provider (Emma Levesque-Schaefer and Terra Schneider) will build out a new web application based on the provided specifications. The portal will manage and track inventory, handle scheduling and rental of equipment, and facilitate the operations of the Media Lab.

The Service Provider will develop the portal in three phases, focusing on inventory management, public-facing checkout portal, and refining the existing portal respectively. The work will be carried out under the direction of Emma (technology lead) and Terra (technology apprentice).

TIMELINE

July 2023: Discovery and Design Guide

October 2023: Portal v1.0 & Client Feedback

January 2023: Portal v1.1 & Application Complete

SCOPE & PAYMENT

Payment for this project will consist of an up-front deposit of 50% of the total. The remaining balance will be divided into payments to be paid roughly every two weeks until completion.

DUE DATES

July 24, 2023: \$2,500.00 (Deposit)

September 2023: \$1,250.00 (Progress Payment)

January 2023: \$1,250.00 (v1.1 Completion Payment)

INTELLECTUAL PROPERTY RIGHTS

The Service Provider retains all intellectual property rights related to the Bulk Space Media Lab Portal, including but not limited to source code, designs, and documentation, unless otherwise agreed upon in writing.

CONFIDENTIALITY

Both parties agree to keep confidential all information shared during the course of this project, including but not limited to trade secrets, proprietary information, and any other sensitive data. This confidentiality obligation shall survive the termination of this Contract.

TERMINATION

Either party may terminate this Contract by providing written notice to the other party. In the event of termination, the Client shall compensate the Service Provider for work performed up to the termination date as agreed upon in the Statement of Work (attached to this document.)


GOVERNING LAW AND JURISDICTION

This Contract shall be governed by and construed in accordance with the laws of Detroit, MI.

ENTIRE AGREEMENT

This Contract, including any attached exhibits, constitutes the entire agreement between the parties and supersedes all prior or contemporaneous agreements, whether oral or written.

IN WITNESS WHEREOF, the parties have executed this Contract as of the Effective Date.

 8/2/23

Emma Levesque-Schaefer + Date
Service Provider

 8/2/23

Terra Schneider + Date
Service Provider

 8/1/23

Bulk Space Representative + Date
Client