

Auckland UniServices

Data Collection Server Install

SOW Auckland UniServices AUS 1009-001

Installation



Statement of Work

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Date: 26th October 2009

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Confidential.

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Statement of Work

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1. Terms and Conditions

The work set forth below is being completed under the terms and conditions of this Statement of Work ("Statement of Work") and the Software License Agreement dated Tuesday, 19th October 2009 between Auckland UniServices Limited ("Client") and SPSS Australasia Pty Ltd ("SPSS").

2. Project Assumptions

The services to be provided by SPSS and the estimate of time and fees to undertake such services are based on the following assumptions:

- a) Client will provide SPSS with access to all project related documentation and/or data, including internal Client data or data obtained from external sources required to support the work effort outlined in this Statement of Work.
- b) Client has prepared the hardware and software environment to support data access and transfer as required to support the work effort outlined in this Statement of Work.
- c) Client will provide and make reasonably available on a timely basis such business and technical staff identified by SPSS as necessary to complete the support work described herein. This includes, but is not limited to: staff responsible for business processes associated with data, the technical environment, and staff responsible for and knowledgeable of Client internal and external data required for this project.
- d) Client executive sponsorship will be established at the onset of the project to ensure timely decision-making, appropriate resource allocation, and removal of business barriers.
- e) The SPSS project team will work offsite during the project.

Unless otherwise identified within this Statement of Work, Client is responsible for purchasing and installing all software associated with or required for the execution of the services detailed herein.

3. SPSS pr3 Methodology

The pr3 Methodology is a comprehensive predictive methodology that enables and promotes the critical convergence of three core components: analytics, business process and IT/architecture.

The pr3 methodology is a disciplined, phased, business-driven technology-enabled, methodology that leverages proven industry best practices in providing a scalable, optimized approach to managing the delivery of client services.

The pr3 methodology offers a strategic approach to managing the end-to-end lifecycle of an enterprise client account. The methodology is a phased, modular engagement and implementation model that guides the delivery of integrated solutions. The following methodology phases will be covered by this Statement of Work:

- Installation

4. *Project Scope*

Auckland UniServices have recently licensed PASW Data Collection Server and have requested that SPSS complete the installation of the software. The installation will be completed remotely and SPSS will ensure that following installation, testing will be carried out to ensure the system is working correctly.

5. *Roles and Responsibilities*

5.1 SPSS Resources

SPSS Team Member Role	Illustrative Responsibilities
Consultant	<ul style="list-style-type: none"> ▪ Attend and co-lead requirements gathering sessions work sessions. ▪ Attend meetings and document findings, as required. ▪ Assist in the development and performance of technical project plan work tasks. ▪ Identify and report critical project risks or issues.

5.2 Client Resources

Client Team Member Role	Illustrative Responsibilities
Project Manager	<ul style="list-style-type: none"> ▪ Act as key contact to SPSS for all project matters. ▪ Make project decisions as required throughout the project lifecycle. ▪ Provide feedback on the tasks outlined in the Statement of Work. ▪ Facilitate timely decision making, appropriate resource allocation and removal of business barriers.
Project Stakeholders	<ul style="list-style-type: none"> ▪ Attend meetings as required. ▪ Provide information on organizational goals and objectives, success metrics and project constraints.
Business Users <ul style="list-style-type: none"> ▪ Commercial Business Analyst 	<ul style="list-style-type: none"> ▪ Attend meetings as required. ▪ Provide information or give demonstrations of current work.

Client Team Member Role	Illustrative Responsibilities
Technical Resources <ul style="list-style-type: none"> ▪ Database domain expert ▪ Network Administrator ▪ System Administrator ▪ Desktop Administrator 	<ul style="list-style-type: none"> ▪ Attend meetings as required. ▪ Provide information or give demonstrations of current infrastructure.

6. *Project Deliverables*

The intended deliverables of the work described in this Statement of Work are:

ID	Deliverable
1	Installation of PASW Data Collection Server 5.6 and associated patches.

7. *Estimated Days and Fees*

The estimated days and fees for the work described in this Statement of Work are:

Project Role/Work Effort	Resource Tier	Resource Rate	Estimated Days	Estimated Fees
Consultant	Tier 2	2,025	1	2,025
TOTAL				AU\$2,025

When this Statement of Work has been signed by both parties, SPSS will propose a starting time to the Client for the project.

It should be noted that this fee estimate is set as a guideline, and that the project will be invoiced on a time and materials basis i.e. the actual time and thus cost to deliver this work may be greater or less than the estimate. Client will be billed based on the actual time incurred.

Fees are stated excluding any travel and subsistence and/or related expenses and GST [goods and services taxes] both of which will be payable in addition by the Client.

SPSS will invoice Client at the end of a calendar month for time incurred in that just completed month.

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Fax:	Pages: 9
Phone: +61 2 9492 2310	Date: 28/10/2009
Re: SOW	cc:

Comments:

8. Project Scope Changes

During the development of this project, either SPSS or Client may identify enhancements, changes, and/or modifications to deliverables set out in this Statement of Work ("Changes"). These may represent additional time and cost. Therefore, changes must be stated in a Project Change Control Form. This document must be approved by both SPSS and Client. No Changes will be made without written approval of Client. The Project Change Control Form is contained in Addendum A.

9. Project Closure

No additional work, support, modification, or changes to any deliverable will be required in fulfillment of this contract beyond the work defined in this Statement of Work. Any additional support or other work requested by Client will require a new Statement of Work to be written and signed by both parties.

10. Acceptance of Statement of Work

The signing of this agreement signifies the acceptance of the terms and conditions as specified in this Statement of Work.

SPSS:

SPSS Australasia Pty Ltd
Level 21, Tower B
Zenith Centre
821 Pacific Highway
Chatswood NSW 2067
Australia

Client:

Auckland UniServices
Tamaki Campus
Bldg 730.313
261 Morrin Road,
Glen Innes,
Auckland 1072
New Zealand

(Signature)

(Date)

(Signature)

(Date)

(Name)

(Name)

(Title)

11. Addendum A – Change Control

PROJECT CHANGE CONTROL FORM

Change Order: **CO-SOW AUS 1009-001.Docx**

Date:

Date of original Contract Agreement:

I. Project Scope Change:

Client and SPSS have identified changes to the original scope of the Client project. Both parties agree to extend the overall project to include the following changes to the original Statement of Work:

[DESCRIBE CHANGE IN PROJECT SCOPE/DELIVERABLES]

II. Effective Date: [STATE CHANGE EFFECTIVE DATE]

III. Revised fee estimate:

Contract	Estimated Consulting Time (Days)	Estimated Consulting Fees
<u>Original SOW</u> Project Estimate		\$
<u>Change Order</u> Project Scope Change		\$
Revised Project Estimates		\$

AGREED

SPSS Australasia Pty Ltd

By: DO NOT SIGN – EXAMPLY ONLY

Name:

Title:

Date:

AGREED

Auckland UniServices

By: DO NOT SIGN – EXAMPLY ONLY

Name:

Title:

Date: