PROJECT MANAGEMENT DOCS
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STATEMENT OF WORK (SOW)

BONIFACIO GLOBAL CITY BUS PASSENGER INFORMATION SYSTEM: BUS TAP
3 HUMABON PLACE, MAGALLANES
MAKATI CITY, 1232

FEBRUARY 07, 2018

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INTRODUCTION/BACKGROUND

The Bus Tap is both an electronic and versatile based traveler data framework that will give workers with data in regards to the Bonifacio Global City (BGC) Bus. It will give a guide showing all the transport courses, transport stops and terminals of the BGC Bus, and a few purposes of interests around BGC. The application will likewise give itemized agendas to the client from a starting point to a goal they contribution to the application, demonstrating the closest transport stops, accessible transport courses, transport admission, and evaluated travel time. The application will likewise show the working timetable of the distinctive transport courses of the BGC Bus, and the entry and flight times of each transport at each transport stop. It will likewise show ongoing data (e.g. trip status, area of the transports, assessed time of landing of the closest transport, traveler blockage inside the transport, and traveler blockage on each transport stop). Since the vast majority of the travelers of the BGC Bus utilize their beep™ cards to pay for the transport admission, travelers will likewise have the capacity to check the rest of the adjust on the beep™ cards utilizing the application. The application will likewise have the capacity to show the areas of the closest beep™ card stacking stations when the rest of the adjust of the beep cards are beneath the base toll of Php 12.00.

SCOPE OF WORK

The scope of work for the Bus Tap includes all planning, designing, integration, and execution for a new mobile application project regarding the BGC Bus. All the stages of the project are requiring a concern for any changes about the project reporting it to the BGC Bus Company before further modifications. The team will guarantee that resources for each stage will be sufficient enough to make the project on-going and each member will be equipped with the right knowledge for this. Specific deliverables and milestones are listed in the Work Requirements and Schedules and Milestones sections below of this SOW.

PERIOD OF PERFORMANCE

The duration period of the performance of the project is 308 days which had started on 21 June 2017 through 25 April 2018. All necessary work for the project must be accomplished within this timeframe and any modifications must be informed to the BGC Bus Company for discussion.

PLACE OF PERFORMANCE

Most of the sophisticated work will be performed by the vendor in a location of 5km wide circular distance using APC's location as its center. The vendor will conduct a prior update once or twice a month for the progress of the project with client's concern and other features that they want to be implemented. Some of the outputs and raw information will be reviewed at the BGC Bus Company Office in Taguig wherein vendor's precedence is required. Other information regarding feedbacks from customers and other juridical access shall be conducted within Bonifacio Global City in Taguig.

WORK REQUIREMENTS

As part of the project the team will be responsible for performing tasks throughout various stages of this project. The following is a list of these tasks which will result in the successful completion of this project:

Kickoff:
- Team will create and present detailed project plan including schedule, WBS, testing plan, implementation plan, training plan, and transition plan
- Team will present project plan to client and wait for the approval

Design Phase:
- Conduct surveys and populate objective
- Develop documentation based from the survey
- Present written status at weekly meeting

Build Phase:
- Team will develop the system
- Team needs to produce an approved testing plan
- Resolve any coding and site issues identified in testing
- Present written status at weekly meeting

Implementation Phase:
- Bus Operators need to approve before implanting the main system
- Team will not be responsible upon the deployment of the application
- Present written status at weekly meeting

Project Handoff/Closure:
- Team will finish all documentations needed
- Team will have a group assessment to assure that all tasks were accomplished.
- Present written status at weekly meeting

SCHEDULE/MILESTONES

The list below consists of the initial and predicted milestones identified for the Bus Tap Project:

Project Proposal	June 21, 2017
BGC Bus Company Interview Proposal	August 03, 2017
BGC Bus Company Interview	August 09, 2017
Initial Project Survey	August 11, 2017
Project Finals Presentation	September 06, 2017
Start of Accomplish 13 UML Diagrams	September 26, 2017
Start of Final Project Layout	December 12, 2017
Project Finals Presentation(Graphs)	January 09, 2018
Start of Project Prototype	January 18, 2018

ACCEPTANCE CRITERIA

For the Bus Tap Project the acceptance will abide by the BGC Bus Company. The BGC Bus Company may or may not implement the project at the meantime maybe to guarantee that the project will be beneficial to the company and to their customers and if the objectives had been met.

As soon as the first phase of the project is completed by the vendor, then it will provide a summary report to the BGC Bus Company whether a quick implementation or extended time frame of revisions.

After the features of the project had be verified and validated then it will go in a dry run stage. During this stage of the project, the vendor will conduct a quick demo for the customers of the BGC Bus Company that will be resulting a resourceful feedback which fuels the development of the project.

Such feedback will be the basis of the project if it had accomplished its objective and if customers had found some innovation for the project, then it will be implemented as soon as possible by the BGC Bus Company in a short period of time or another System development life cycle will be documented.

OTHER REQUIREMENTS

All vendor project team members of the project shall submit security forms to the BGC Bus Company for clearance and access for the resources of their facility. All vendor project team members will be granted access to BGC Bus Company main office and necessary areas in the office specifically in IT department, where the vendor project team may scout the area and survey their equipment.

Programming and testing work will mostly be done in the location where the vendor would want it to be and the vendor would be just in the office of the company for presentation and progress reporting.

ACCEPTANCE

Approved by:

_____   Date: _____
<Approvers Name>
<Approvers Title>

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