

Statement of Work

Donation Tracking System

CLIENT:



**Omaha
Public
Library**

Open Your World

VENDOR:



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1. Overview

1.1. Introduction

This Statement of Work (SOW) outlines the tasks required for **FALL 2015** MESH TEAM to provide **an online libraries donation system** to **Omaha public library Library** (hereinafter referred to as "Client"). MESH shall perform in accordance with this SOW, which shall be effective from **9/26/2015**, until **12/16/2015**.

1.2. Scope/ Objective

The overall objective of this SOW is for MESH to provide an online library donation system. MESH will provide to client a real system to track donations and the many memorialization's done by library patrons and donors. The following features will be included in working prototype delivered to Client.

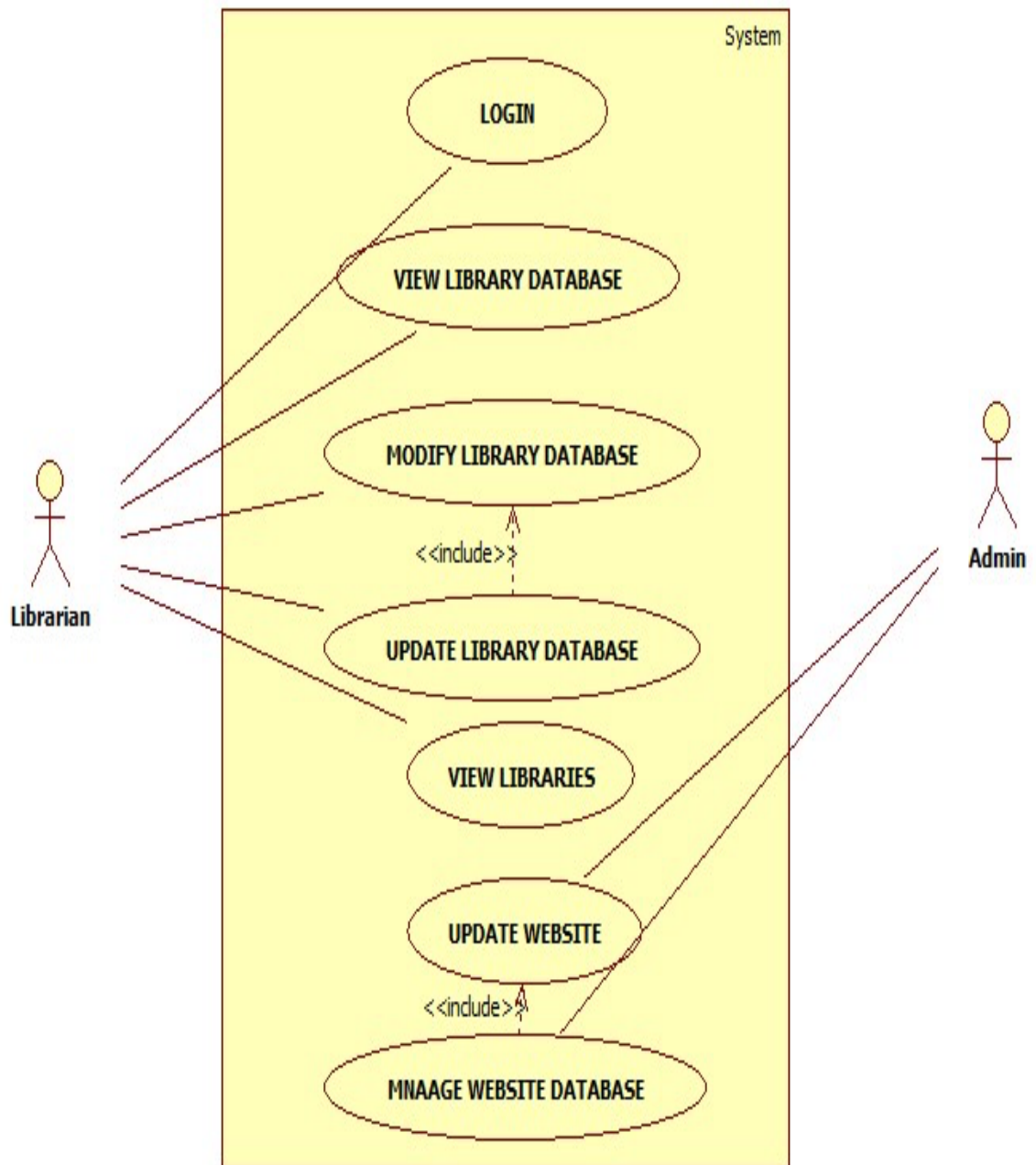
1. Login for admin/librarian.
2. Admin/librarian Dashboard.
3. Reports on donations.
4. Tracking of donations.
5. Contacts information for libraries.
6. Security.
7. Mobile Friendly.
8. Advertisements for revenue.
9. Social media integration

Anything not addressed in this SOW is out-of-scope and not included in these services.

1.3. Contract Type

The working prototype will be delivered to Client free of charge, and all support of working prototype after delivery will be the Client's responsibility.

2. Use case Diagram



3. Specific Client Requirements/Constraints

The services provided by the Fall 2015 ISQA 2810 TEAM shall adhere to the following specific Client requirements:

System Environment

- WAMP (PHP 5.4)
- OpenShift

Application Environment

- MVC Design Pattern (CakePHP)

4. Project Schedule

The proposed period of performance for this Statement of Work is 08/24/2015 to 12/16/2015 in accordance with the following schedule. Any changes to the schedule will be communicated to the client in advance.

09/26/2015 - 10/01/2015: Sprint 0

10/02/2015 - 10/15/2015: Sprint 1

10/16/2015: Demo 1

10/017/2015 - 10/28/2015: Sprint 2

10/28/2015: Demo 2

10/28/2015 - 11/18/2015: Sprint 3

11/18/2015: Demo 3

11/18/2015 - 12/09/2015: Sprint 4

12/09/2015: Demo 4

12/09/2015 - 12/14/2015: Documentation Review

12/16/2015: Final presentation

Note: Client presence is required for all the demos and final presentation

5. MESH Responsibilities

5.1. Deliverables

MESH shall prepare and deliver the following to Client:

1. Statement of Work
2. Prototype Demos
3. Final Working Prototype
4. Documentation:
 - a. User Manual
 - b. Technical Manual
 - c. Final report
 - d. Final Presentation

5.2. Schedule & Timelines

Please reference section 3 of this document.

5.3. Key Personnel of MESH

Key Person	Role	Responsibilities
Bibhor Regmi	Scrum Master	The scrum master is the team lead for this project who will keep an account of the tasks allocated to individual team members and responsible for clearing impediments during each sprint and delivering weekly status report to Dr. George Royce.
Surya Mereddy	Project Manager	The project manager is responsible for creating a project schedule and tracking project risks, mitigation plans as well as the project communication plan.

Nikitha Anumula	Technical Lead	The technical team lead makes sure that the developers have all the information to make the website as per the client's requirements and also see to it that the code is fully tested. The technical team lead submits a weekly report to the scrum master..
Manjiri Salunkhe	Quality Assurance Lead	The QA lead takes the responsibility of creating a testing plan and making sure that the QA team has the required resources for testing the codes released by the developers.
Sunny Mukati	Documentation Lead	The documentation lead takes the authority of delivering all the project documents.

6.Client Responsibilities

Client will be responsible for the following:

1. Provide specific requirements which should be reflected in the website
2. Provide feedback on the demos presented by the vendor in a written document.
3. Agree for weekly meeting with the client liaison to discuss about the progress and problems of the website.

6.1. Inspections and Acceptance

Client shall inspect all Deliverables that the MESH team develops under this SOW. MESH team shall inform Client of the dates for all inspections and provide draft copies of the Deliverable subject to inspection at least one week before the inspection meeting. Client has the right to participate in these inspections and to review the results of the inspections. MESH team shall document, track, and resolve all material issues resulting from the inspections.

7.Facilities

7.1.Development Tools

The team will use the following list of tools and technologies throughout the project for development, QA and production environments.

- Openshift cloud as hosting platform for development, testing and production
- PHP 5.4 and Cake PHP 2.6.11 framework for application development
- MySQL 5.5 database and PHPMyAdmin 4.0 for database management
- Bitbucket for source code management and version control

Also the team shall be using Google Drive as a document repository and Yodiz for tracking and agile project management

8. Configuration Management

The following technologies and frameworks will be utilized in the development of this project:

- Openshift
- PHP 5.4
- CakePHP 6.3
- MySQL

The development process will use a Bitbucket repository to ensure the project is safe, and is regularly backed up. During development of the project the technical team will also maintain a development and test environment for demonstration . Code reviews will be performed at the conclusion of development efforts each sprint.

At the conclusion of the project all environments will be handed over along with code to the client. A production environment will not be set up or maintained by MESH.

9.Approvals

IN WITNESS WHEREOF, the parties have executed this Statement of Work on the date or dates indicated below to be effective in accordance with this SOW.

MESH

OMAHA PUBLIC LIBRARY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

10.Reference:

1. Statement of work template, Fall 2011 CAPSTONE Class.
2. Omaha public library logo and information