Statement of Work

Client: Moneris
Project: Moneris Checkout Magento and
WooCommerce Development SOW

Most Recent Update: October 2, 2019

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Document Revision History

Name	Date	Reason for Changes	Version
Simon Chan	Nov.23, 2019	Draft	0.1
Jeff Yard	Nov.28, 2019	Final	1.0
Jeff Yard	Dec.7.2019	Revision	1.1
Jeff Yard	Sept.12.2019	Revision	2.0
Jeff Yard	Oct.2.2019	Revision	2.1

1. Introduction

Moneris (the "Client") is engaging Collins Harper. ("Collins Harper") as an independent contractor for the specific purpose of providing Moneris Checkout Integration Support for Magento and WooCommerce (the "Project").

This Statement of Work (the "SOW") outlines the project definition, scope and high level schedule required to complete the Project (the "Solution").

1.1. Change Control

Collins Harper Standard Change Control procedures will apply to this work.

2. Company Track Record

2.1. Collins Harper

Collins Harper was founded in 2007. When Magento was released in 2008, Collins Harper was quick to recognize the future potential of Magento's software as being industry leading innovative technology, and as such they began development with the platform. By 2010, Collins Harper was an industry leader dedicated to Magento development.

Through the years, Collins Harper has supported thousands of Magento merchants with Magento modules and worked with many of the largest companies in the world, including Fortune 500 companies. We have provided integration support for Canada Post, Canpar, Purolator, and Australia Post, as well as provided payment integration support for CyberSource, VISA, MasterCard, Digital River, Chase, Canada Post, Beanstream, Optimal Payments, Paysafe, Skrill, Braintree, MojoPay, MiraPay, Netbanx, and Desjardins. Collins Harper has also provided full ecommerce builds for industry leading sites like myvega.com, racingtheplanet.com, watchit.ca, gpbikes.com, and silvergoldbull.com.

In 2012 and 2013, Collins Harper worked with Cisco to complete video on demand projects for Verizon, Redbox and Technicolor in the USA, and Telus and SaskTel in Canada. To this day these are among the largest and the most complex Magento integrations ever completed by any firm.

3. Change Control

This SOW contains the in scope and out of scope items for the project. This is the baseline against which any requests for new work will be compared.

Requests for functionality, features, activities or deliverables that are determined to be not in scope per the SOW are considered to be new work. Collins Harper will use a collaborative approach to making this determination, involving the project managers from both the Client and Collins Harper. If necessary, the project sponsors from the Client and Collins Harper will be engaged to reach a determination.

During the process of determining the status of a request, work will continue on the current project uninterrupted. If, however, the change has a direct impact on current work, that work may be halted while the request is analyzed, estimated and approved,

New work will be analyzed and estimated independently of the current project. The cost, effort estimates and durations will be estimated and included in a Change Order.

The Client can elect to conduct the new work as part of the current project (an In-Project Change Order) or to complete the new work after the project is completed (a Post-Project Change Order). The client can also elect to not approve the Change Order, in which case the project will continue without the change.

At no time will Collins Harper be required or compelled to complete work that is out of scope of this SOW.

4. Project Roles and Responsibilities

Collins Harper uses a team approach to Project Management. The table below illustrates the team and responsibilities.

Role	Collins Harper Responsibilities	Client Responsibilities
Project Sponsor	• Supports project and provides resources	• Supports project and provides resources
Project Manager	• Develops project plan • Manages communications and progress • Ensures resource availability	• Accepts project plan • Manages communications • Ensures resource availability
Collins Harper Business Analyst Client Subject Matter Expert	• Gathers requirements • Manages requirements with developer • Manages defects to resolution	• Provides insight into business needs and rules • Accepts requirements
Developer	• Develops solution • Conducts unit testing • Liaises with business analyst to ensure correct solution is developed • Fixes reported defects	
QA/Tester	• Conducts final testing • Tests fixed defects • Prepares code for release	• Confirms fixes to defects • Accepts fixes
Configuration Manager	• Deploys tested code • Manages releases • Manages configuration information	• Confirms correctness • Accepts deployment

5. Magento Project Description

Collins Harper will provide Moneris Checkout integration to support Magento versions 2.3.x

The integration of Moneris Checkout will give merchants conducting ecommerce transactions a secure way to process transactions by integrating Moneris-hosted checkout page into Magento ecommerce website. Moneris Checkout will communicate server-to-server with Magento and will identify each transaction with a unique ticket number, without exposing confidential information in the browser.

Upon configuring Moneris Checkout in Merchant Resource Centre, merchant will be able to implement Moneris Checkout on its Magento ecommerce site and reflect orders and refunds in Magento Admin Panel.

The implementation of Moneris Checkout on Magento will allow merchant:

- credit card processing
- authorize transactions
- capture previously authorized transactions
- charge transactions (auth & capture)
- full and partial refunds
- void transactions

Moneris Checkout transaction process flow will look as follows:

1. When the customer clicks to start the checkout process on merchant ecommerce site, back-end server sends a preload request to the Moneris Checkout server, containing the Store ID, API Token, Checkout ID and other transaction details.
2. Moneris responds with a transaction ticket number and the iFrame form data to be inserted into a div on website.
3. The customer will see the Moneris Checkout page, where he enters his cardholder details.
4. When the customer clicks Checkout on the Moneris Checkout page, the transaction is processed directly by Moneris.
5. When transaction is finished, the JavaScript callback `paymentComplete` will be triggered, and depending on how merchant chose to configure Moneris Checkout integration:
    a. If merchant has chosen to have Moneris Checkout handle the receipt, Moneris will display the receipt in the browser;
    b. If merchant will handle the receipt, merchant's back-end server sends a Receipt request to the Moneris Checkout server.

5.1. Phase 1: Moneris Checkout Integration Support

- Collins Harper has reviewed the Moneris Checkout requirements for Magento development, detailed in the document: Moneris Checkout Integration Guide v1.0.0-ReviewDraft4.pdf

6. Magento Project Plan

The integration support will include meetings as defined in milestone in section 5 and is expected to take 10 weeks.

6.1. Magento Project Milestones

The Project will be managed to the milestones defined below:

Week 1	Meeting for project kickoff
Week 2 - Week 7	Phase 1 development
Week 8 - Week 10	QA
Week 10	Handoff

Dates for milestone completion will be confirmed during the planning stage of the project, by the project team.

7. WooCommerce Project Description

Collins Harper will provide Moneris Checkout integration to support WooCommerce.

The integration of Moneris Checkout will give merchants conducting ecommerce transactions a secure way to process transactions by integrating Moneris-hosted checkout page into WooCommerce ecommerce website. Moneris Checkout will communicate server-to-server with WooCommerce and will identify each transaction with a unique ticket number, without exposing confidential information in the browser.

Upon configuring Moneris Checkout in Merchant Resource Centre, merchant will be able to implement Moneris Checkout on its WooCommerce ecommerce site and reflect orders and refunds in WooCommerce Admin Panel.

The implementation of Moneris Checkout on WooCommerce will allow merchant:

- credit card processing
- authorize transactions

- capture previously authorized transactions
- charge transactions (auth & capture)
- full and partial refunds
- void transactions

Moneris Checkout transaction process flow will look as follows:

1. When the customer clicks to start the checkout process on merchant ecommerce site, back-end server sends a preload request to the Moneris Checkout server, containing the Store ID, API Token, Checkout ID and other transaction details.
2. Moneris responds with a transaction ticket number and the iFrame form data to be inserted into a div on website.
3. The customer will see the Moneris Checkout page, where he enters his cardholder details.
4. When the customer clicks Checkout on the Moneris Checkout page, the transaction is processed directly by Moneris.
5. When transaction is finished, the JavaScript callback `paymentComplete` will be triggered, and depending on how merchant chose to configure Moneris Checkout integration:
   a. If merchant has chosen to have Moneris Checkout handle the receipt, Moneris will display the receipt in the browser;
   b. If merchant will handle the receipt, merchant's back-end server sends a Receipt request to the Moneris Checkout server.

7.1. Phase 1: Moneris Checkout Integration Support

- Collins Harper has reviewed the Moneris Checkout requirements for WooCommerce development, detailed in the document: Moneris Checkout Integration Guide v1.0.0-ReviewDraft4.pdf

8. WooCommerce Project Plan

The integration support will include meetings as defined in milestone in section 6 and is expected to take 10 weeks.

8.1. Project Milestones

The Project will be managed to the milestones defined below:

Week 1	Meeting for project kickoff
Week 2 - Week 7	Phase 1 development
Week 8 - Week 10	QA
Week 10	Handoff

Dates for milestone completion will be confirmed during the planning stage of the project, by the project team.

9. Estimate

The table below outlines the Collins Harper required resources to complete this project.

Task	Estimate in Hours	Cost
Development	340	$59,500
Project Management	84	$14,700
Contingency	84	$14,700
Quality Assurance Testing	84	$14,700
Support	176	$30,800
Total Hours	**768**	**$134,400**
Preferred Client Discount		**-$23,400**
Total Discounted		**$111,000**

10. Payment Schedule

Collins Harper hourly rate is **$175/hour CAD** and the proposed payment schedule is below. If the scope of work is paused or halted, the total amount incurred for current work will be invoiced at that point.

Payment Schedule	Hours	Payment Amount
Prior to Execution of SOW	384	$67,200
Upon QA Acceptance (*Preferred Client Discount of -$23,400 included*)	384	$43,800
Total	**768**	**$111,000**

*NOTE: This quote is valid for 30 days. Taxes extra.
Payment can be made by wire transfer:

10.1. Wire transfer instructions

Name of Bank:	California Business Bank
Bank Address:	3020 El Camino Real Ste 220 Irvine, California 92602
ABA Bank Routing Number:	122044119
Account Number:	0017421178
Account Name:	Collins Harper Software
Address:	46076 Rustic Canyon #1820 Big Bear City, California 92314

11. Indemnity

Except with respect to Collins Harper's indemnity obligations, in no event shall Collins Harper be liable to the client for indirect or consequential damages or losses (in contract or tort) in connection with or arising out of this agreement, including but not limited to damages for lost profits, lost savings, or incidental, consequential, or special damages, or punitive, exemplary or aggravated damages, even if caused by Collins Harper's negligence and even if Collins Harper had knowledge of the possibility of such potential loss or damage.

12. Acceptance and authorization

The undersigned hereby agree to the terms, conditions and stipulations of this agreement on behalf of his or her organization or business

IN WITNESS WHEREOF, the parties hereto each acting with proper authority have executed this Statement of Work.

Moneris   Collins Harper

_____   _____
Full name   Full name

_____   _____
Title   Title

_____   _____
Authorized Signature   Authorized Signature

_____   _____
Date   Date