

**CONTRACT NAME: AGREEMENT BETWEEN WEST INTERACTIVE
SERVICES AND DAVIS JOINT UNIFIED SCHOOL DISTRICT**

BRIEF DESCRIPTION OF CONTRACT: This agreement is to provide additional professional services to implements the creation and hosting of new DJUSD websites in School Messenger. DJUSD currently has a Board approved contract with West Interactive for School Messenger.



Change Request Form

Change Request #: DJ-001

Customer: Davis Joint Unified School District

No: 1

Prepared By: Andrew Wong - Project Manager

Date Issued: 4/10/2018

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E awong@west.com

Type of Change Requested

- | | | |
|---|---|--|
| <input type="checkbox"/> Project Scope Change | <input type="checkbox"/> Project Budget Change | <input type="checkbox"/> Project Schedule Change |
| <input type="checkbox"/> Client Request | <input checked="" type="checkbox"/> Additional Item Request | <input type="checkbox"/> Other (specify) |

Description of Change Request

This change request is for professional services to be completed by West Interactive Services to implement the changes identified in the statement of work below.

The deliverables: DJUSD is requesting an info graphic page which will include the following:

- Close replica of this page from Bellevue School District <https://bsd405.org/about/>
- Portlets needed to be build
 - Static image portlet with description and quick link button
 - Accordion portlet
 - Listed quick link with font awesome icons
 - Our Schools quick link section
 - Line graph
 - Stat graphics (wheel and line, dynamic, based on data entered)

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- Student origin map (dynamic, based on data entered)
- All data points can be entered within the portlet
- All portlets are available to be dropped in other pages

Schedule and Assumptions

- Change Request Delivered by: TBD
- Any changes not explicitly outline in the description are out of scope

Work Effort and Cost

#Enhancement	Hours (Low/ High)	Cost (Low/ High)
1 Design/Development	15	\$150
2 Quality Assurance	5	\$150
3 Project Management	5	\$150
Total Estimated Cost:		\$3750

Change Acceptance Procedures

Change Acceptance Procedures for the Customer will proceed as set out below for the project.

WEST INTERACTIVE SERVICES shall make reasonable commercial efforts to implement the change request substantially in accordance with the change description or specification. Upon implementation of the change, WEST INTERACTIVE SERVICES will confirm to the Customer that the same has been completed and is available to the Customer to commence the Acceptance Testing Period.

The Commencement Date shall be the date following the day on which the WEST INTERACTIVE SERVICES has notified the Customer that the changes are ready to be tested. Customer shall have a period of five (5) business days during which to test and use the changes and may either accept the changes or submit a completed Change Request Feedback Sign-off form if the changes do not fully meet the change description.

If for any reason, the change is deemed by Customer not to meet the description or specification as detailed in this change request, WEST INTERACTIVE SERVICES shall correct any error or deficiency in the change during a subsequent five (5) business day period.

Following completion and implementation of such corrections, the Customer shall have an additional period to re-test the changes, to a maximum of 5 days, to validate that the feedback raised in the first five (5) days has been resolved.

Acceptance of the change shall automatically occur on the later of: (i) the first business day following the expiration of the five (5) calendar day test period if the Customer has not notified WEST INTERACTIVE SERVICES of any errors or deficiencies through the change request feedback form; or (ii) the first business day following the date of expiration of the last extension of the testing period as outlined above, if there are no outstanding items to be corrected or modified by WEST INTERACTIVE SERVICES and the Customer has not notified WEST INTERACTIVE SERVICES that it does not accept the changes.

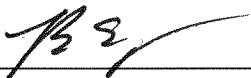
Authorization to Proceed

By signing below, you accept the change acceptance procedure and are authorizing West Interactive Services to complete this Change Request. It is understood that the hours of professional services from West Interactive Services allocated in this Change Request are only estimates and additional work beyond the initial estimates may be required.

Client

Name: Bruce E. Colby

Title: Chief Business Officer

Signature: 

Date: 4/13/2018

West Interactive Services

Name: _____

Title: _____

Signature: _____

Date: _____