



Oregon Coast Community College Bond Projects Construction Manager's Report



Report Date: January 14, 2026

GENERAL OVERVIEW

Design for the new OCATT building is 75% complete and moving into the final design package for interiors and facilities. Final decisions on value engineering items were completed earlier this month. The general contractor is refining their guaranteed maximum price (GMP) for the value-engineering scope changes to Package 2 for foundations and building structure. The Board approved a preliminary Package 2 GMP last month and the updated GMP will be below this value. Construction of the new OCATT building will resume in March for Package 2.

The 2025 Fix-It work has been completed except for some small flooring changes at Central and roll-up door hardware changes at AQS. The North Center Re-Roof project was deferred to summer 2026 at OCCC's request and is being rebid now.

Priority HVAC equipment and controls replacement is in construction with work continuing in the AQS building. Switchover will be accomplished in zones and will begin with AQS before moving on to the North Center, Central Campus main building and South Center in that order. All work will be completed by summer 2026.

Priority Access Controls & Security design has been completed and final construction costs for associated demolition and repairs will be established in early February. Work is scheduled to be completed during summer 2026.

Other bond-funded projects are being discussed now that a refined OCATT budget has been established. More information will be provided in subsequent reports as decisions are made.

BUDGET

The current program budget summary is shown on the next page. Changes since last month are noted below.

Income

No changes.

Current Budgets

The OCATT project budget was updated to \$26,045,000 based on the 75% design cost estimate and value engineering decisions. This value includes \$1.4M in design contingency and escalation which we expect to be reduced after bids are received for Package 3.

INTEGRITY MANAGEMENT SOLUTIONS LLC

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Oregon Coast Community College Bond Program Construction Manager's Report

Committed Costs

Network equipment costs of \$140k were added to all four existing buildings.

Commissioning costs of \$74k were added for the HVAC controls replacement in all four existing buildings.

To date, \$11.78 million has been committed.

Actual Costs

To date, \$6.81 million has been spent.

OCCC Bond Program Budget Summary - Updated January 13, 2026

Budget Income Elements

	Original Budget	Current Budget	Actual To-Date	Notes
Bond Sale	\$ 33,100,000.00	\$ 36,262,284.40	\$ 36,262,284.40	Bond sale date of August 15, 2024. Current budget includes premium from bond sale of \$3,162,284.40.
State Matching Grant	\$ 8,000,000.00	\$ 8,000,000.00		
Interest on Bond Proceeds	\$ -	\$ 2,508,859.51	\$ -	Projected interest value added 10/24.
Energy Trust Incentives	\$ -	\$ 6,400.00	\$ 6,400.00	ETO incentive of \$2,500 for OCATT energy charette plus \$3,900 for AQS boiler replacement.
Totals	\$ 41,100,000.00	\$ 46,777,543.91	\$ 36,268,684.40	

Original Project Budgets

	OCATT Building	Central County Campus	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 12,309,000.00	\$ 3,740,600.00	\$ 534,200.00	\$ 942,290.00	\$ 291,300.00	\$ 17,817,390.00
Soft Costs	\$ 1,510,900.00	\$ 1,009,962.00	\$ 144,234.00	\$ 254,418.00	\$ 78,651.00	\$ 2,998,165.00
Furnishings & Equipment	\$ 250,000.00				\$ -	\$ 250,000.00
Construction Inflation	\$ -	\$ 299,248.00	\$ 42,736.00	\$ 75,383.00	\$ 23,304.00	\$ 440,671.00
Owners Contingency	\$ 1,830,100.00	\$ 374,060.00	\$ 53,420.00	\$ 94,229.00	\$ 29,130.00	\$ 2,380,939.00
Total Original Project Budget	\$ 15,900,000.00	\$ 5,423,870.00	\$ 774,590.00	\$ 1,366,320.00	\$ 422,385.00	\$ 23,887,165.00
					Non-Project Costs	\$ 100,000.00
						\$ 23,987,165.00

Note: Original budgets taken from 2023 GLAS Architects Assessment.

Current Budgets

	OCATT Building	Central County Campus	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 26,045,000.00	\$ 3,464,573.06	\$ 1,586,689.99	\$ 978,332.89	\$ 135,502.47	\$ 32,210,098.41
Design	\$ 2,773,823.00	\$ 310,049.16	\$ 47,905.00	\$ 262,840.00	\$ 35,905.00	\$ 3,430,522.16
Consultants	\$ 520,900.00	\$ 36,505.71	\$ 24,700.00	\$ 23,811.50	\$ 15,000.00	\$ 620,917.21
Project Management	\$ 792,172.52	\$ 99,300.00	\$ 42,000.00	\$ 30,600.00	\$ 4,380.00	\$ 968,452.52
Permits & Fees	\$ 520,900.00	\$ 892.97	\$ 2,131.97	\$ 5,623.76	\$ -	\$ 529,548.70
Furnishings & Equipment	\$ 785,600.00	\$ -	\$ -	\$ -	\$ -	\$ 785,600.00
Owners Contingency	\$ 1,400,000.00	\$ 83,000.00	\$ 78,000.00	\$ 43,000.00	\$ 6,000.00	\$ 1,610,000.00
Total Current Project Budget	\$ 32,838,395.52	\$ 3,994,320.90	\$ 1,781,426.96	\$ 1,344,208.15	\$ 196,787.47	\$ 40,155,139.00
					Non-Project Costs	\$ 58,532.41
						\$ 40,213,671.41

Committed Costs To-Date

	OCATT Building	Central County Campus	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 1,378,026.69	\$ 3,464,573.06	\$ 1,586,689.99	\$ 978,332.89	\$ 135,502.47	\$ 7,543,125.10
Design	\$ 2,773,823.00	\$ 310,049.16	\$ 47,905.00	\$ 262,840.00	\$ 35,905.00	\$ 3,430,522.16
Consultants	\$ 160,945.32	\$ 36,505.71	\$ 24,700.00	\$ 23,811.50	\$ 15,000.00	\$ 260,962.53
Project Management	\$ 255,127.16	\$ 99,300.00	\$ 42,000.00	\$ 30,600.00	\$ 4,380.00	\$ 431,407.16
Permits & Fees	\$ 48,715.80	\$ 892.97	\$ 2,131.97	\$ 5,623.76	\$ -	\$ 57,364.50
Furnishings & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Committed Costs	\$ 4,616,637.97	\$ 3,911,320.90	\$ 1,703,426.96	\$ 1,301,208.15	\$ 190,787.47	\$ 11,723,381.45
					Non-Project Costs	\$ 58,532.41
						\$ 11,781,913.86

Actual Costs To-Date

	OCATT Building	Central County Campus	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 1,097,120.50	\$ 1,909,188.08	\$ 769,697.74	\$ 439,231.35	\$ 61,971.00	\$ 4,277,208.67
Design	\$ 1,465,263.63	\$ 219,432.92	\$ 35,905.00	\$ 203,284.70	\$ 35,905.00	\$ 1,959,791.25
Consultants	\$ 119,654.77	\$ 13,627.68	\$ -	\$ 874.75	\$ -	\$ 134,157.20
Project Management	\$ 255,127.16	\$ 38,435.60	\$ 14,648.00	\$ 10,121.60	\$ 4,380.00	\$ 322,712.36
Permits & Fees	\$ 48,715.80	\$ 892.97	\$ 2,131.97	\$ 5,623.76	\$ -	\$ 57,364.50
Furnishings & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Actual Costs	\$ 2,985,881.86	\$ 2,181,577.25	\$ 822,382.71	\$ 659,136.16	\$ 102,256.00	\$ 6,751,233.98
					Non-Project Costs	\$ 58,532.41
						\$ 6,809,766.39



Integrity Management Solutions

Oregon Coast Community College Bond Program
Construction Manager's Report

SCHEDULE

The Master Schedule for the Bond Program is shown below. This schedule shows the primary design and construction elements for the projects. Project elements with firm schedules are shown in color and with start/finish dates. Other projected project activities are shown in gray.

There were no significant changes to the Master Schedule this month.

OCCC Bond Program Master Schedule Updated January 2026

ACTIVITIES	Start	Finish	2025				2026				2027						
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
OCATT Building																	
Programming	1/24/25	3/31/25	█														
Schematic Design	4/14/25	6/13/25		█													
Phase 1 Sitework Design	6/23/25	7/31/25			█												
Phase 1 Sitework Bidding & Permitting	8/4/25	9/12/25				█											
Phase 1 Sitework Construction	9/24/25	11/14/25					█										
Phase 2 Building Design	7/28/25	11/7/25			█												
Phase 2 Building Bidding & Permitting	11/7/25	1/16/26						█									
Phase 2 Building Construction	TBD								█								
Phase 3 Interior Design	11/10/25	2/27/26						█									
Phase 3 Interior Bidding & Permitting	TBD								█								
Phase 3 Interior Construction	TBD									█							
Close-Out & Equipment Move-In	TBD															█	
Existing Facility Fix-It Packages																	
Design	2/10/25	5/16/25	█														
Bidding & Permitting	5/19/25	6/19/25				█											
Construction - North	7/7/25	11/21/25					█										
Construction - Central & AQS	7/7/25	12/31/25						█									
Construction - South	7/7/25	9/26/25							█								
Existing Facility Priority Packages																	
HVAC Controls Design	3/10/25	7/11/25	█														
Security & Access Controls Design	3/10/25	7/11/25	█														
Bidding & Permitting	7/18/25	11/15/25								█							
HVAC Controls Construction	12/8/25	7/31/26									█						
Security & Access Controls Construction	6/8/26	7/31/26															█
Other Bond Projects																	
TBD																	

Legend: █ Design █ Bidding & Permitting █ Construction █ Projected Activity

PROJECT-SPECIFIC ACTIVITY

OCATT Design

The Phase 3 design documents for interior walls, flooring, finishes, HVAC, electrical, plumbing, fire sprinklers and network are in progress. The HVAC system was evaluated with OCCC to determine if a more economical scheme was available and, with those decisions made, final design can proceed. The final Phase 3 construction documents will likely be delayed to March or early April but this will not impact the construction schedule since Package 2 construction will continue into the Fall.

Oregon Coast Community College Bond Program Construction Manager's Report

OCAST Construction

The construction fence remains in-place around the stabilized construction area. Construction will resume in March with the Phase 2 package starting with underground utilities and then proceeding into foundations, slab and building structure through the summer.

Priority System Replacement Projects

Chris Rogers designated the AQS building as the primary priority for HVAC equipment and controls changes. This work began in December with completion expected in March. The North Center changes will begin in February, followed by the Central Campus and South Center. All work is scheduled to be completed by the end of summer 2026.

Priority Access Controls and Security. The equipment and controls cost has been established and the contractor is developing associated costs for door/wall demolition and rebuild. Final construction costs are expected in early February. Construction will be done during Summer Break 2026.

Other Bond Projects

The OCCC Leadership has developed a wish list of projects with remaining bond funds. These projects include renovating the Central Campus commons and expanding the kitchen, renovating the North Center lobby and commons, and adding upgraded student furnishings at Central and North. We're initiating a design scoping meeting with GLAS and OCCC to develop concepts and budgetary cost estimates for these projects.

Communications

IMS monthly reports are being provided to the Board of Education and Bond Oversight Committee each month. Reports are also being published on the college website.

A second presentation to the Bond Oversight Committee is scheduled 2 February 2026.
A second presentation to the Wilder neighborhood is scheduled 2 February 2026.

From: Oregon Community College Association <casey@occa17.com>

Sent: Thursday, January 8, 2026 12:04 PM

To: Roache, Marshall <Marshall.Roache@oregoncoast.edu>

Subject: OCCA Digest - January 8, 2026



Leading with racial equity, we advocate, communicate, and collaborate to strengthen community colleges for the benefit of Oregonians, particularly those historically underserved or systemically marginalized in higher education.



Executive Director's Message

A message from OCCA Executive Director Dr. Abby Lee:

As we step into a new year, I am filled with deep appreciation for the collaborative spirit that defines Oregon's community colleges. January always brings a renewed sense of



purpose, and this year is no exception. Across our 17 colleges, faculty, staff, presidents, trustees, and partners continue to show what is possible when we work together with clarity, compassion, and determination.

OCCA is gearing up for the 2026 legislative session where our collective voice will matter more than ever. Oregon is facing real budget challenges, but community colleges are not the problem. We are the solution. Community colleges deliver the skilled workforce Oregon needs, provide affordable pathways for students of every age and background, and anchor local economies in every corner of the state.

During the short legislative session, we will continue to champion stable funding for community colleges. We will also continue highlighting the stories that show the true impact of our work. These stories are powerful tools for advocacy.

Thank you for your partnership, your leadership, and your unwavering commitment to Oregon's students. Together, we will continue to demonstrate that community colleges WORK for Oregon, and that our state's future is stronger because of the work we do.

In the Spotlight

Celebrate Board Members During National Board Member Recognition Month

January is National Board Member Recognition Month, and OCCA would like to extend a big thank you to all of the community college board members for your dedicated service. Your leadership, stewardship, and commitment strengthen our institutions and expand opportunity across our communities. We are grateful for the time, care, and vision you bring in support of student success.

OCCA would like to extend special recognition to its [Board of Directors](#), and particularly the OCCA Executive Committee for your dedicated leadership and service. Your time, expertise, and commitment to Oregon's 17 community colleges strengthen our collective voice and advance opportunities for students, communities, and the statewide workforce. Thank you for your thoughtful guidance, steady governance, and unwavering support of OCCA's mission. We are deeply grateful for all that you do.



OCCA Board Approves 2026 Legislative Priorities

The OCCA Board approved legislative priorities for the 2026 short legislative session at its December meeting. The [2026 OCCA Legislative Priorities](#) outline the top three priorities for the session, as well as six additional issues OCCA is actively monitoring. These topics reflect emerging developments from state agencies, legislative offices, and stakeholder groups. The Priorities document is a living one, with the potential for changes as the session nears.

Top Priorities

1. Protecting the Community College Support Fund (CCSF) from a 5% budget reduction
2. Preserving access to the Oregon Promise program
3. Protecting Career Pathways programs from elimination

Issues to Monitor & Evaluate

1. Oregon Higher Education Coordination Act of 2026 proposal (OHECA 2026)

2. Associated Students of the University of Oregon (ASUO) proposal on student fee autonomy
3. Dual credit instructor qualifications and parity administrative rule change
4. Public Meetings Law and Oregon Government Ethics Commission (OGEC) rule on meals & serial communications
5. Short-Term Workforce Pell: 2026 implementation update
6. Bachelor of Applied Science in Education: HECC approval process

[Click here](#) to view additional details on each legislative priority. The 2026 Legislative Session begins Feb. 2 and must end by March 9.

Jan. 29 Lunch & Learn to Highlight Upcoming Legislative Session



The next OCCA Lunch & Learn webinar is set for Thursday, January 29, at noon: Advocacy for the 2026 Legislative Session. Join us for this Lunch & Learn to gain an overview of the upcoming legislative landscape, learn about priority issues impacting Oregon's community colleges, and better understand the core messaging guiding our advocacy efforts during the session.

Participants will also receive practical guidance on how to effectively engage with legislators and serve as informed, confident advocates for community colleges throughout the 2026 Session. This webinar is especially valuable for board members, presidents, and anyone involved in advocacy or government relations.

[Register now by clicking here](#). See all upcoming Lunch & Learn webinars, as well as access links to the archived recordings from past ones by [visiting OCCA's website](#).

Federal Update



This week Congress returned to the U.S. Capitol. At the top of their agenda is to pass the remaining nine appropriations bills, including the education-related programs normally funded in the Labor, Health and Human Services, Education and Related Agencies appropriations bill or another Continuing Resolution (CR) before the current CR expires on January 30. Earlier this fall, the House and Senate Appropriations Committees marked up

significantly different versions of the funding bill for education and workforce programs, with the Senate largely rejecting cuts proposed by the President in his budget. Continued advocacy for programs that impact community college students is critical over the next several weeks as lawmakers negotiate these funding bills. Take action by [contacting your Congressional representative](#) and Senators Wyden and Merkley to share the impact federal programs have on your communities. Particularly, we ask that you discuss programs that have great impact on student success and affordability, which may be in danger of being cut:

- Child Care Access Means Parents in Schools (CCAMPIS)
- Adult Basic Education State Grants
- Strengthening Institutions Program (SIP)
- Supplemental Education Opportunity Grants (SEOG)
- Federal Work Study

In an interview with the news outlet Breitbart, Secretary of Education Linda McMahon shared that her focus this year will be on K-12 issues including school choice, literacy, and “returning education to the states” and she will focus less on higher education. What 2026 actually brings remains an open question as the Department continues work on federal regulations to implement Workforce Pell and other higher education provisions contained in H.R. 1 which go into effect in July. The transfer of postsecondary programs to the Department of Labor will also continue to move forward as we start the new year, creating some uncertainty and possible delays in funding and technical assistance. For more information about the negotiated rulemaking process and a recent notice provided to institutions related to the constitutionality of MSI and HIS grants, see ACCT’s recent update [here](#).

For the upcoming [ACCT National Legislative Summit](#) (NLS) February 8 -11, OCCA is scheduling Congressional visits and developing an Oregon specific handout to go along with the advocacy priorities identified by ACCT and AACC. More information will be provided soon to the colleges that are attending.



Digest to Become Weekly Publication During Legislative Session

The OCCA *Digest* will shift to become a weekly publication starting with the Feb. 5



Save the Date: AOAT Luncheon Set for April 17

The [2026 All-Oregon Academic Team \(AOAT\) Luncheon](#) will take place on

edition. This change will allow OCCA to keep community college stakeholders updated regularly regarding the 2026 short Legislative Session. The *Digest* will be published every Thursday in February through the end of the Session (which constitutionally ends by March 9).

Friday, April 17, 2026, at Chemeketa Community College's Eola Center in Salem. Registration for this exciting and inspiring event will open in February. The luncheon honors students from all 17 colleges who have made remarkable achievements in and out of the classroom, often overcoming challenging obstacles. The event's keynote speaker and featured student speakers will be announced in the spring.

Conference Sponsor Highlight: WGU



Thank you to Western Governors University for serving as a Gold-level sponsor of the 2025 OCCA Conference! We appreciate your support!

Western Governors University partners with Oregon community colleges to expand affordable, competency-based pathways for adult learners. With flexible online programs, generous transfer credit, and employer-aligned credentials, WGU helps students move from college to career faster—supporting completion, equity, and workforce needs statewide through trusted partnerships, data-driven support, and student-centered outcomes today.

February: National CTE Month



February is National Career & Technical Education (CTE) Month, and OCCA, in coordination with the colleges, celebrates each year by highlighting community college CTE programs all month long with different industry themes each week. Check your local community college's social media platforms for CTE program highlights each week.

Also this year, OCCA will host a CTE Day at the Capital on February 18 to highlight the value and importance of community college CTE programs in Oregon. Several colleges will have hands-on demonstrations on display in the Capital Galleria.

In addition, the day will serve as the Community College Lobby Day, where college

representatives can schedule time to meet with their legislators who are available. Be sure to reach out to your college's president or [Campus Advocacy Coordinator](#) (CAC) to connect with your legislators. More details for the day will be coming in early February, so stay tuned!

Worth the Read

Articles & reports worth a quick read

- [How many vice presidents does a college need?](#) - Inside Higher Ed, 1/7/2026
- [All community colleges exempt from new IPEDS survey](#) - CC Daily, 1/6/2026
- [New FIPSE awards to community colleges](#) - CC Daily, 1/6/2026
- [Poll: College enrollment rises despite declining belief in education importance](#) - EdSource, 1/5/2026
- [Meeting the rural care crisis](#) (TVCC) - CC Daily, 1/5/2026
- [5 predictions on how AI will shape higher ed in 2026](#) - Inside Higher Ed, 1/5/2026
- [Fixing the Transfer Process](#) - CC Daily, 1/4/2026
- [Key workforce trends to watch in 2026](#) - FastCompany, 12/24/2025
- [DOJ report declares MSIs unconstitutional](#) - Inside Higher Ed, 12/22/2025
- [From Service to Success: How institutions can transform veteran learning journeys](#) - The evoLLLution, 12/22/2025
- [26 stats for 2026](#) - Inside Higher Ed, 12/19/2025
- [Higher ed faces competing visions for its future](#) - Inside Higher Ed, 12/18/2025
- [When college costs hit hard, free course materials matter](#) - CC Daily, 12/17/2025
- [Workforce Pell's stress test: Can faster credentials also be accountable?](#) - Work Shift, 12/17/2025
- [Oregon's college-going rate rises across all student groups](#) - The Oregonian/OregonLive, 12/16/2025
- [Podcast: Voices of Student Success - 2025 trends and 2026 predictions](#) - Inside Higher Ed, 12/10/2025
- [Preparing community colleges for what comes next](#) - CC Daily, 12/10/2025
- [Opportunities, challenges in building the workforce pipeline](#) - CC Daily, 12/9/2025
- [A new 'solution' to student homelessness: A parking lot where students can sleep safely in their cars](#) - The Hechinger Report, 12/9/2025
- [A ready-made model for Workforce Pell: Inside Lorain's fast-track programs](#) - New America, 12/4/2025
- [Workforce Pell: Here are 5 big challenges for implementation](#) (HECC) - University Business, 12/2/2025

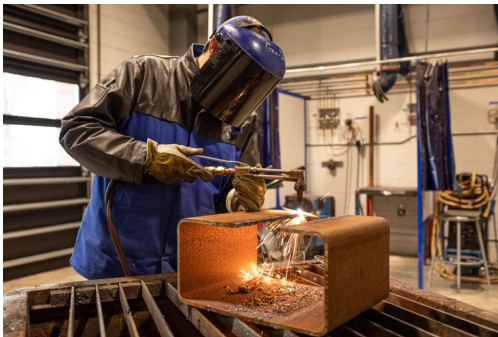
Kudos Corner: COCC Receives \$1.2 million Federal Grant to Support Workforce Pell



support Workforce Pell with the creation of seven new short-term manufacturing certificates. [Read more here.](#)

Kudos to **Central Oregon Community College (COCC)**, which was one of just 70 higher education institutions, non-profits and other organizations nationwide to receive a grant from the Department of Education to help advance its priorities in the coming year. COCC received a \$1.2 million Fund for the Improvement of Post-Secondary Education (FIPSE) grant to

LBCC Selected for AACC Initiative on Advanced Manufacturing



community college talent with industry needs, helping to close advanced manufacturing industry gaps. [Click here to learn more.](#)

Kudos to **Linn-Benton Community College (LBCC)** for its selection as one of 18 community colleges nationwide to participate in the EmployED Initiative through the American Association of Community Colleges (AACC) with funding through General Motors. The initiative is funding projects at AACC member colleges to support efforts to align

TVCC President Young Named Woman of the Year

Kudos to Treasure Valley Community College (TVCC) President Dr. Dana Young, who was named Woman of the Year by the Ontario Chamber of Commerce in December. Young was recognized for her love for her community and her years of service to TVCC. [Read more here.](#)

OCCA and our colleges do incredible things throughout the year that make an impact on students and our communities. Kudos Corner will highlight these commendation-worthy actions each week. Want to recommend a Kudos-worthy highlight? Email casey@occa17.com.



Mark Your Calendar

[Download the 2025-26 OCCA Calendar](#)

All times are PST.



January 2026

- 8 - Oregon Presidents' Council (OPC) Meeting, 9:00 a.m. (virtual)
- 13 - OCCA [Legislative Committee Meeting](#), 11:00 a.m. (virtual)
- 13-15 - Legislative Days, Oregon State Capital, Salem
- 19 - OCCA Office Closed, Martin Luther King Jr. Day Holiday
- 28 - OCCA [Executive Committee Meeting](#), 9:00 a.m. (virtual)
- 29 - [OCCA Lunch & Learn Webinar](#): 2026 Legislative Advocacy, 12:00 p.m. (virtual)

February 2026

All Month - [CTE Month](#)

- 2 - Legislative Session Begins
 - 2 - OCCA [Member Services Committee Meeting](#), 3:00 p.m. (virtual)
 - 6 - OCCA [Board Meeting](#), 9:00 a.m. (virtual)
 - 8-11 - [ACCT National Legislative Summit](#), Washington, DC
 - 10 - OCCA [Legislative Committee Meeting](#), 11:00 a.m. (virtual)
 - 11 - [HECC Funding & Achievement Subcommittee Meeting](#) (virtual)
 - 12-14 - [Student Success & Retention Conference](#), Sheraton Portland Airport Hotel & Conference Center
 - 13 - Full [HECC Commission](#) Meeting (virtual)
 - 18 - [CTE & Community College Lobby Day](#), Oregon State Capital, Salem
 - 19 - Oregon Presidents' Council (OPC) Meeting, 9:00 a.m., Chemeketa Community College, Salem/hybrid
 - 25 - OCCA [Executive Committee Meeting](#), 9:00 a.m. (virtual)
 - 26 - [OCCA Lunch & Learn](#): CTE, 12:00 p.m. (virtual)
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OREGON COAST
COMMUNITY COLLEGE

January 21, 2026

**President's Board of Education Report
Dr. Marshall Mease Roache, President**

The following is a summary of the activities I have been involved in on behalf of the college since December 10, 2025. This is not an exhaustive list of my daily work at the college. This list highlights specific activities that align with our college mission, vision, strategies and values.

Internal College Relations

OCCC Board of Education Meeting
OCCC Town Hall All-Staff Meeting
OCCC College Council Meeting (2)
OCCC Welcome Desk (4)
OCCC All-Managers Meeting
OCCC All-Staff Lunch & Learn

External Relations/Partnerships and Collaboration

Newport Rotary Meeting (2)
Lincoln City Rotary Meeting (2)
Toledo Rotary Meeting
Waldport Chamber of Commerce Member Event
City of Newport Leadership Meeting
Yakona Board Member Event
Newport Chamber of Commerce Board Event
Newport Boosters Meeting (2)
Hatfield Center Housing Event
Lincoln County Educational Leaders Meeting
Oregon Coast STEM Hub Leadership Council Meeting
Economic Development Alliance of Lincoln County Board Meeting
Lincoln City Council Meeting
Community College Baccalaureate Association Board Meeting
Newport Chamber of Commerce Luncheon
Senator Merkley Town Hall Meeting

Professional Development

Yaquina Bay Crabbing & Rock Fishing

OCCA/Legislative Relations/OPC/HECC

HECC Commissioners Meeting
OPC January Board Meeting
OCCA Federal Update Call

SOUTH COUNTY CENTER
3120 Crestline Drive
Waldport, Oregon 97394
541-563-4502

CENTRAL COUNTY CAMPUS
400 SE College Way
Newport, Oregon 97366
541-265-2283

NORTH COUNTY CENTER
3788 SE High School Drive
Lincoln City, Oregon 97367
541-994-4166

OCCC WELDING LABORATORY
625 N. Bay Blvd.
Toledo, Oregon 97391
541-867-8501

Academic & Student Affairs Report

Dr. Bruce Clemetsen, Vice President

ICAP Grant to support adults with disabilities access education is funding two SBDC courses on increasing accessibility in the design of digital advertising.

The annual "I Love My Library" event is in February. This year's event features a presentation by our own Oscar Juarez talking about his journey to the early childhood profession.

Director Riggs has been meeting with Guinn librarian to coordinate student access to both libraries. This will be great for AQS students and STEM students.

GED have a new instructor and anticipates a couple of graduates in the next few weeks.

Financial Aid is beginning to do FAFSA Nights and presentations in the high schools in preparation for 26-27. Already, most high schools have significantly more students who have filed a FAFSA for next year.

We held the first End of Fall Term Faculty Inservice. We worked on quality course design, early structuring of Guided Pathways, reviewing the infusion of AI into classrooms. This has resulted in a continuation of developing transfer pathways based on learning outcomes.

Alison Williams, math, is on the statewide committee to advance the adoption of effective co-requisite math instruction.

Sam Loftus is designing a process for integrating Yakona and "active learning" opportunities for faculty, regardless of discipline. We are finalizing a system for key access that can facilitate classes using Yakona.

The Tenstar Vehicle Simulator has been tested by various students, staff, and visitors to the Commons.

Ben Kaufmann will be conducting leadership training for new student affairs professionals at the annual CSSA student affairs leadership institute.

OCCC has received a 29-month federal grant administered by the state to implement an apprenticeship program for Qualified Mental Health Associate (QMHA) with an emphasis on early childhood. Northwest Oregon Works and LCSD signed on as partners. We are meeting with local mental health providers to establish training sites. The funding assists with program development and provides training sites with some funding to pay the participants. We hope to have 3 participants complete the program using the grant.

Dual Credit registrations of very robust. We believe there will be a significant increase in total DC enrollment for the year.

Academic Honor Roll for Fall Term – Deans List 43, Honors List 13, Presidents List 126

SOUTH COUNTY CENTER
3120 Crestline Drive
Waldport, Oregon 97394
541-563-4502

CENTRAL COUNTY CAMPUS
400 SE College Way
Newport, Oregon 97366
541-265-2283

NORTH COUNTY CENTER
3788 SE High School Drive
Lincoln City, Oregon 97367
541-994-4166

OCCC WELDING LABORATORY
625 N. Bay Blvd.
Toledo, Oregon 97391
541-867-8501

Engagement Report

Dave Price, Vice President

Foundation

- Staff is currently issuing year-end tax receipts and donor acknowledgements for 2025
- Pearls of Wisdom (full steam ahead!) March 14, 2026
 - Now is the time to purchase your tickets
 - New addition! Pre-gala President's Reception
 - \$22,000 secured for sponsorships with three \$5,000 presenting sponsors this year (12 sponsors to date)
 - 14 general Pearls tickets sold: invitation being mailed week of 1/19
- Foundation scholarship app will open February 1 for the 2026-27 academic year
- Year-end Appeal – final tally pending
- A variety of grant submissions and grant reports underway
- Quarterly Foundation Rising Tide e-newsletter 1/15; next newsletter April 15

Marketing

- Google campaign continues: 176 clicks from served ads the first week of January 2026
- Support for other programs: AQS brochures for upcoming recruitment trip delivered Jan. 15
- AQS National Visiting Committee coffee mugs delivered Jan. 15

Community Education

- Students registered in Real Estate Broker and Real Estate Property Manager courses for W'26; both programs have started and run the balance of the term
- Today, Jan. 21, Waldport campus hosts first "Mixed-Media Collage" course
- More upcoming courses:
 - Saturday, Jan. 24 | Mosaics, Lincoln City
 - Wednesday, Feb. 11 | Watercolor, Waldport
 - Thursday, Feb. 12 | Before the End of Life, Waldport
- Deadline for course proposals for Spring 2026 term: Feb. 18, 2026

SBDC

- SBDC Non-Profit Small Business Management group met today in Lincoln City; presently four SBMs running, including Retail, Restaurant, and Traditional
- Recruitment underway for Youth Entrepreneurship Program, made possible with support from EDALC, NOW, LCSD and other partners

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Administrative Services Report

Robin Gintner, Vice President

Finance:

- Between the Quali Financial software and the Sage Intacct software, the department made the decision to go with Sage. It is the same finance system that Blue Mountain Community College is using. This will make the implementation faster and easier as Sage will be able to use the BMCC configuration as a guideline for building our system. BMCC is also using Focal for their SIS so the integration between Sage and Focal has already been built and will make the integration of the two software systems significantly easier for both companies. Our intended GoLive date is July 1, 2026.

IT:

- The Fortinet network upgrade has picked up pace. APC power-management units have been delivered, along with Fortinet switches and firewalls and two Dell servers for DNS/DHCP services in Waldport and Lincoln City. Our build-out of these hardware resources will be taking up much of the coming month.
- DarkTrace processed 25Tbs of raw network traffic, conducted 98 Cyber AI Analyst investigations (4 of which led to actioned incidents), and controlled 19 anomalous and potentially dangerous network behaviors in the month of December. DarkTrace's email system scanned 40,413 inbound emails, and 5,538 outbound emails. 4,038 suspect email messages were managed by moving them to Junk, locking suspect Web URLs, or converting the attachments to text.

Facilities and Public Safety:

- The rebuild of the main Uninterrupted Power Supply (UPS) at the Central Campus has finally been completed after originally failing in January 2025 following a severe storm.
- Early work on our new East County location will begin in early February in cooperation with LCSD.
- The reimagining of the OCCC Disaster Cache is underway. This project started out under the College's previous Facilities Director and eventually was lumped in with a group called the South Beach Disaster Cache Committee. Up to now, the emergency cache at the Central Campus has been fully managed in-house but the department is currently working with volunteers from the Disaster Cache Planning Group to give them a higher level of access to the cache and more "ownership" of the project.

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Anthony Melgarejo
 Sage Intacct, Inc.
 300 Park Ave, Floor Suite 1400
 San Jose, CA 95110
 (408) 878-0900

Date: 10-Dec-2025
Offer Expires: 12-Dec-2025
Quote #: Q-846156

Order Schedule

Prepared For:
Name: Robin Gintner
Company: Oregon Coast Community College
Address: 400 SE College Way
 Newport, OR 97366
Phone: (541) 867-8516
Email: robin.gintner@oregoncoastcc.org

Bill To:
Name: Sharon Hahn
Company: Oregon Coast Community College
Address: 400 SE College Way
 Newport, OR 97366
Phone: (541) 867-8504
Email: sharon.hahn@oregoncoastcc.org

Subscription Period Length: 36 (months)

Billing Period: 31-Dec-2025 through 30-Dec-2026

Subscription Invoicing: Annual subscription fees begin on the start date of your paid subscription period, with such fees invoiced annually at the beginning of each billing period.

Professional Services Payment Terms: Professional Services fees are invoiced 50% upon execution of this Order Schedule and 50% thirty (30) days after System Go-Live Date or Project Completion Date, whichever occurs first. All invoices are due upon invoice date.

Subscription Payment Terms: Net 30 from date of invoice.

Products

Sage Intacct Services

Product Name	Description	Quantity	Net Price Each	Total Price
Sage for Nonprofits - Standard	Sage for Nonprofits - Standard includes the following: General Ledger, Cash Management, Purchase Order, Order Entry, Accounts Receivable, Accounts Payable, the User Defined Dimensions pack, Basic Project Tracking, Basic Time and Expenses, Core Reporting and Dashboards, Electronic Payments, Multi-Entity Insight, Budget Reporting, Customization Services, Standard Platform Services, a Support Package, Sage Intacct Planning - License, Sage Intacct Planning Integration, Interactive Visual Explorer - Single Explorer, Spend Management, Sage Fixed Assets Management Tier 1 - up to 250 Fixed Assets, AP Bill Automation - up to 50 Invoices / Month, a Performance Tier for Sage Intacct, Three (3) Business Users, Two (2) Additional Entities, One (1) Sage Intacct Planning - Creator, One (1) Employee User Ten (10) Pack, and Sage Intacct Learning Membership.	1.00	0.00	30,900.00

Product Name	Description	Quantity	Net Price Each	Total Price
Essentials Support	Essentials Support is included as part of the Sage Intacct Financials subscription for all direct customers. Support hours are Monday to Friday, 6am to 6pm (Sage local time). For P1 cases, support is available after-hours and during local holidays. Support may be accessed online or by phone for two (2) Designated Support Users; those users will provide first level support to Company's other users. All submitted cases will receive an acknowledgement through case comments, email notification, or phone call as follows: P1, within 1 business hour; P2, within 4 business hours; and P3, within 8 business hours. Company may purchase three (3) additional Designated Support Users.	1.00	0.00	0.00
Sage Intacct API Performance Tier 1	API transactions for modules of the Sage Intacct Services, FinTech partners that we recommend to you, and Third-Party Services that we resell to you on our Order Schedules are included at no additional cost. Under Performance Tier 1 for Sage Intacct, API transactions for any custom integrations, ETL integrations with our Marketplace Partners, and partners that exit our Marketplace Partner program require a Web Services - Developer License and are also included at no additional cost until the number of API transactions exceed 100,000 API transactions per month. Monthly overage fees will apply if you exceed this use. You may upgrade to a higher tier at any time, but once you upgrade you may not downgrade to a lower tier until the next annual subscription period.	1.00	0.00	0.00
Sage Intacct Buy With Confidence Program	The Sage Intacct Buy With Confidence program includes guaranteed system uptime and disaster recovery for the Sage Intacct Services. Details of the Buy With Confidence program, including the specific Sage Intacct Services in scope and our service level commitments, are available at www.sage.com/us/legal/sage-intacct/sla/ .	1.00	0.00	0.00
Sage Intacct Grants Tracking and Billing Upgrade	Extend Project Tracking to fuller Grants Tracking and Billing. Allows you to create records with descriptive elements and tag select financial transactions with specific grant information for reimbursement request generation, invoicing if needed, analysis, and reporting. Allows for resource skill and certification tracking, resource analysis and assignment, utilization and forecasting. Includes Basic Project tracking, Sage Intelligent Time for AI-powered web and mobile timekeeping with suggested time entries and Time & Expense.	1.00	4,860.00	4,860.00
User License - Business User	Users with unlimited access rights to all applications. Can be restricted based on permissions assigned by an Administrator.	3.00	4,020.00	12,060.00
Sage Intacct Employee User 10 Pack	Ten (10) employee user pack with limited access rights which include: read only access to the Dashboard; ability to enter/approve expense reports, timesheets and/or purchase requisitions. Also includes read only access to any additional applications built on the Sage Intacct Platform.	1.00	2,160.00	2,160.00
AP Bill Automation - Up to 250 Invoices/ Month Upgrade	Upgrade to 250 invoices per month tier of AP Bill Automation. The annual subscription to this tier includes up to 250 invoices per month. Monthly overage fees will apply if you exceed this use. You may upgrade to a higher tier at any time, but may not downgrade to a lower tier until the next annual subscription period.	1.00	840.00	840.00
Sage Intacct Services Total:				USD 50,820.00

One-Time and Other Charges

Product Name	Description	Quantity	Net Price Each	Total Price
Sage Intacct API Overage	If you conduct more monthly API transactions than the amount included in your performance tier, then the following overage fees apply to each API transaction you conduct over those limits. The overage fees for API transactions are calculated here per pack of 10 API transactions and will be billed on a monthly basis.	0.00	0.17	0.00
Sage Intacct Professional Services Fixed Bids	Sage Intacct Professional Services to be delivered at a fixed price. See attached Statement of Work for complete description of in-scope services.	1.00	53,000.00	53,000.00
One-Time Services Promotion - Sage Intacct paper	The Professional Services Promotional Pricing Discount is a one-time discount available only for the initial subscription period and cannot be applied to prices for any future subscription periods. The discount amount is intended to offset a portion of the professional services fees for implementing Sage Intacct.	1.00	-12,705.00	-12,705.00
One-Time and Other Charges Total:				USD 40,295.00

Monthly Services

Product Name	Description	Quantity	Net Price Each	Total Price
AP Bill Automation - Overage	If you exceed your usage based fees, then the following overage fees apply for that month.	0.00	0.50	0.00
Monthly Services Total:				USD 0.00

Grand Total: USD 91,115.00

TERMS:

This Order Schedule is subject to the Terms of Service located at <https://www.sageintacct.com/customer-terms-us/tos>, as amended from time to time ("Terms"), which are incorporated herein by this reference with the same force and effect as if they were given in full text. Company represents that it has reviewed the Terms and expressly agrees to them as of the Effective Date and in their then-current form on the date of any renewal of the Agreement. Prices shown above do not include any taxes that may apply.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officers or representatives, either by signature below or by electronic signature through DocuSign.

Oregon Coast Community College

Sage Intacct, Inc.

(Authorized Signature)

(Authorized Signature)

(Printed Name and Title)

(Printed Name and Title)

(Signature Date)

(Signature Date)

Exhibit A**Additional Terms and Conditions**

The following terms are added to, and in the event of a conflict prevail over, the Terms:

- By signing this Order Schedule, the Company authorizes Sage Intacct to access the Company's instance to provision the items purchased on this Order Schedule.
- Any agreement between the parties concerning the Health Insurance Portability and Accountability Act (HIPAA) shall not apply to the Sage Intacct Planning Services.
- By signing this Order Schedule, the Company authorizes Sage Intacct to access the Company's instance to provision the items purchased on this Order Schedule.
- During the subscription period of this Order Schedule, we may increase the pricing of your subscriptions one time annually by up to five percent (5%). We will provide you with at least 30 days' written notice of any such increase and such increase will only apply at the beginning of the next annual billing period (i.e., year 2 and year 3 of the subscription period of this Order Schedule).
- Sage Intacct Financial Management includes up to two hundred (200) bank account connections through bank feeds. Bank feeds provide electronic access to thousands of financial institutions for bank reconciliations and matching payments to invoices.
- AP Bill Automation overage payment terms: If your usage of AP Bill Automation exceeds the purchased volume, then overage charges will accrue based on the number of invoices processed above the purchased volume in a given month. Payment is due 30 days from the date of invoice.

Statement of Work

Sage Professional Services



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Reference

The professional services organization of Sage Intacct, Inc. (“Sage”) proposes the following services and deliverables for **Oregon Coast Community College** (“Client”) with respect to the Sage Intacct software application and any related software applications specifically referred to herein. This Statement of Work (“SOW”) hereby incorporates by reference and is subject to the relevant definitions, terms, and conditions of the Order Schedule to which this SOW is attached.

Objective

The implementation project is designed to help our Clients realize the full value of Sage Intacct’s accounting and financial management software. Using our proven methodology, the PS team will work hand-in-hand with the Client project team to evaluate the requirements and configure the system as specified in this SOW.

Business Requirement

The requirements listed below were mutually determined by PS and Client, and represent the known requirements at this time. The requirements are intended to capture the Sage Intacct functionality desired by the Client and therefore serve as scope assumptions for the work to be delivered in the Scope of Project section detailed below. Requirements will be further clarified and finalized during the Define phase sessions conducted at the beginning of the project where business processes are reviewed. If the parties, acting reasonably and in good faith, mutually agree at the end of the Define phase sessions that the requirements have materially varied impacting the scope of work and related estimated costs, a mutually agreed written Change Order or additional Statement of Work may be required to deliver the change in requirements.

This project will require assistance from your company, which will primarily consist of providing information to PS as requested, meeting weekly via conference call to discuss the project, answering questions regarding your needs, providing input on new functionality required in the system, reviewing the formulas logic, providing testing of the model within Sage Intacct, confirming completion of the setup of the Sage Intacct system and attending training when included in the scope of work.

Scope of Project

The services and deliverables the PS team will be delivering for this project are shown below. More detailed information about the scope of work is set forth in the appendices to this Statement of Work. Appendix A details the Sage Intacct environment overview, Data Migration, Module configuration, setup, and data loading. Appendix B details the assumptions and responsibilities of PS and Client. Appendix A and B constitute additional attachments to and are hereby incorporated by reference into this agreement.

In-scope Applications, Solutions, and Implementation Services

- Sage Intacct Multi-entity, Shared Environment with One (1) entity
- Seven (7) Business Users
- Two (2) Employee User Ten (10) Packs
- Sage Intacct Core Modules
 - Company Administration, Dashboards, General Ledger, Accounts Payable, Accounts Receivable, Cash Management, Basic Project Tracking, Sage Cloud Services, Dashboards, Checklists, Reporting Center and Customization Services
- Order Entry
- Purchasing
- Vendor Bill and Employee Expense ACH Payment Service
- AP Bill Automation
- Grant Tracking & Billing
- Time & Expense (Expense Only)
- Interactive Visual Explorer – Deploy only
- Sage Intacct Collaborate
- Sage Intacct Platform Services – Standard
- Sage Intacct Web Services – Standard
- 3rd Party Systems (Integration with Intacct is owned and configured by 3rd party provider)
 - Paylocity
 - Integrations from other 3rd Party systems will be managed through csv imports

Optional Applications, Solutions, and Implementation Services

- Sage Intacct Planning
- Spend Management
- Custom Report Writing
- User Defined Dimensions

Out of scope Applications, Solutions, and Implementation Services

- Allocations
- Time & Expense (Timesheets)
- Sage Intacct Lease Accounting
- Additional entities
- Digital Readiness Assessment
- Integrations with other systems not noted above
- Other modules not noted above

Historical Data Loading

Data migration from legacy system utilizing Excel templates. The Client will populate the Excel template and PS will assist with explaining the template, importing the data to the General Ledger as journal entries and resolving any error messages. For each in-scope entity:

- Opening Balance June 30, 2023 - Summary beginning balances by GL account
- Monthly Trial Balance net changes (no general ledger details) for fiscal years ending 2024 thru 2026 up to go-live date
- Up to one (1) csv file up to 20MB prior to go-live. Additional files will be billed hourly as incurred; one (1) round of data validation included, additional rounds will be billed hourly as incurred
- Up to one (1) csv file up to 20MB post go-live. Additional files will be billed hourly as incurred; one (1) round of data validation included, additional rounds will be billed hourly as incurred
- Open Accounts Payable invoice balances. It is estimated the transactions will be less than 1,000 entries
- Open Accounts Receivable invoice balances. It is estimated the transactions will be less than 1,000 entries

Change Control

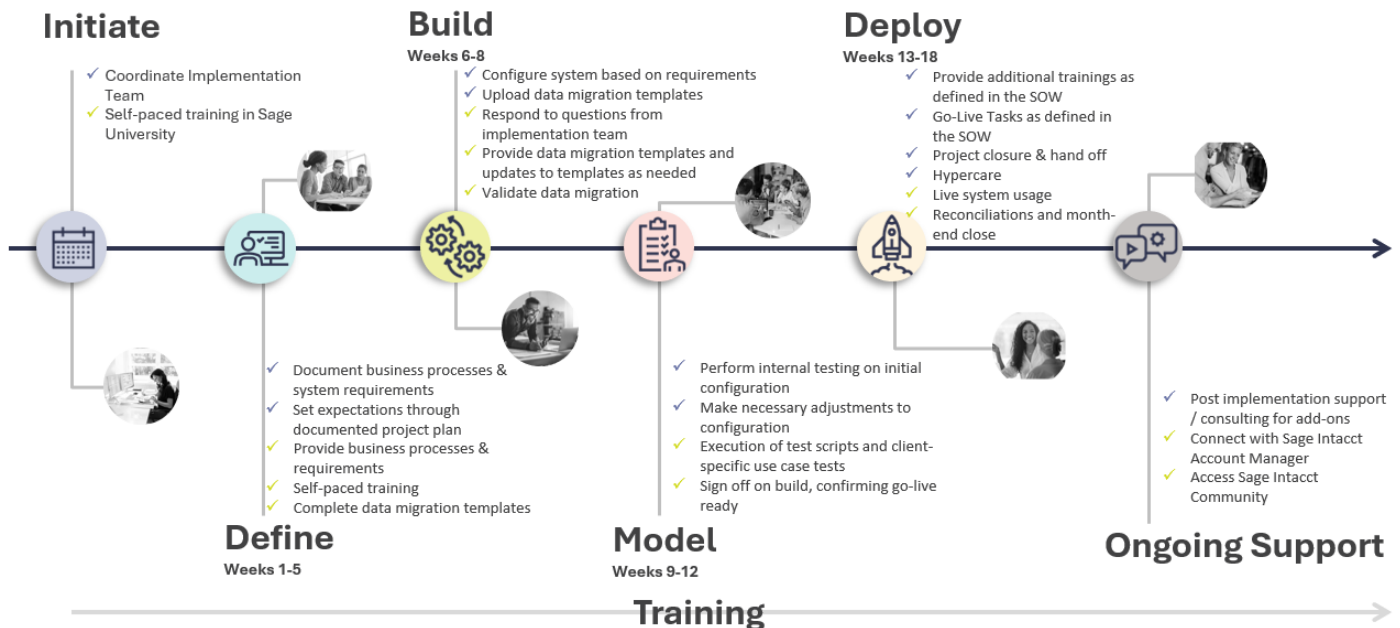
Any changes to this Statement of Work must be mutually agreed in writing and signed by the Client. No verbal agreement between persons involved in the Project will be binding on either PS or Client. Mutually acceptable changes in the scope of work and adjustments in schedule and price will be incorporated as a modification to this Statement of Work.

The generic approval process for change requests is as follows:

- A requirement for change is identified and documented
- The requested change is reviewed and agreed to by the appropriate parties
- An amendment or Change Request to the Statement of Work is composed, negotiated and mutually agreed and signed by Client.
- The amendment is incorporated into the Statement of Work and implemented

For services to be provided by PS that are not covered by this SOW or related change orders, PS will require a separate statement of work be signed by both the Client and PS.

Methodology and Timeline



Note: This is a sample timeline. Your implementation timeline will be mutually agreed upon prior to the Define Phase.

Client agrees to start the project after signature/execution of this SOW on a mutually agreed upon date, pending schedule and resource availability. The estimated project duration is 18 weeks (12 week implementation and 6 weeks post go-live). The estimated go-live date and project completion date will be mutually agreed upon prior to the Define Phase.

The project milestones are dependent on the project approval date and finalization of Project Plan. Successful milestone completions will require the combined efforts of PS and Client. It is the responsibility of both PS' Project Coordinator and Client's Project Manager to manage the project to milestone deadlines. Milestone dates not met may impact future milestone dates, go-live date, incur additional fees and issuance of a Change Order.

Client's Go-Live Date is defined as the sooner of the first date of entry in the production environment or the day PS informs Client that the Production Company within Sage Intacct is ready to accept live transactions.

Post Go-Live Services

The following are considered In-scope Services provided after Go-Live:

- Trainings**
 - Report Writer Training (if not completed prior to Go Live)
 - Bank Reconciliation Training (to be completed up to 5 weeks after Go Live)
- Data Uploads**
 - General Ledger historical balances (up to 30 days after Go Live)
 - Opening balances for Accounts Receivable, Accounts Payable and Bank Transactions (up to 30 days after Go Live)
 - 1099 balances
- Other In-Scope Services**
 - Assistance with bank feed connections (up to 14 days after Go Live)
 - Up to six (6) 30 minute project status calls
 - Items specifically defined in the SOW as post Go Live activities

Hypercare

The following are considered Out-of-Scope Services provided after Go Live and are billed as “Hypercare” on a time and materials basis at a rate of \$275/hour:

- **Trainings**
 - Additional Trainings or Re-Trainings (unless specifically defined in the SOW)
- **Data Uploads**
 - General Ledger historical balances (if provided 30+ days after Go Live)
 - Opening balances for Accounts Receivable, Accounts Payable and Bank Transactions (if provided 30+ days after Go Live)
- **Creation of and Updates to the Data and System**
 - Creation of and updates to users and roles, custom reports, Custom Fields, Smart Rules and Smart Events, Dimension Relationships, User Defined Books and Journals, etc.
 - Updates to Configuration (Including workflows) and Templates (Invoices, Purchase Orders, etc.)
- **Other Go-Live Services**
 - Assistance with bank feed connections (14+ days after Go Live)
 - Additional workshop or project status calls beyond what is defined as in-scope
 - All other items not specifically defined in the SOW

Customer Signoffs

The following are critical Client sign-offs on a project:

- **Project Start and Go-live Date Agreement** – Mutually agreeable dates to begin the project and go-live on Sage Intacct. First version of the detailed project plan is created by PS based upon these dates. Client sign-off is acknowledgement that these dates are acceptable and Client will complete project plan tasks as scheduled.
- **Populated data templates** – Client is responsible for populating Sage Intacct data templates with clean data for upload into Sage Intacct. Providing templates to PS signifies sign-off on the data.
- **Define Phase Acknowledgement** – Client agrees to completion of the Define phase and agrees to on-time completion of tasks assigned on the Project Plan. The Sage Intacct Structure document captures the specific Client requirements to be configured. Changes to the structure or project plan dates after sign-off may require additional professional services fees.
- **Build Phase Acknowledgement** – Client agrees that system setups/configurations have been reviewed and the master data files have been entered/uploaded as per the Sage Intacct Structure document.
- **User Acceptance Testing (UAT)** – Client acknowledges successful completion of their process/workflow testing based on the current system design. Client confirms that they are ready to proceed with go-live on Sage Intacct.
- **Project Completion** – Client agrees that the project has been completed and is ready for transition to support.

Sign-off is required before proceeding to the next milestone or phase of the project. Decisions need to be made timely to keep the Project on schedule and avoid delays or re-work.

Training Plan

Training will be a constant throughout the entire implementation lifecycle and beyond. PS will provide training tailored to the Business Users included on the core Client implementation team as functionality is reviewed, requirements are finalized, and the solution is built. Additionally, general end user training will be available throughout all phases of the project via the Sage University online training management system. Most of the Sage University online training can be done at a user's own pace and ability. Training will be reinforced with tutorials, comprehensive online user guides, and direct-access online help.

It is recommended the core Client implementation team complete the Sage University training as early as possible to assist with requirements definition, while the general end users should have completed Sage University training prior to the Model Phase when they will be applying their knowledge in the configured Sage Intacct implementation company.

Customized training plans for administrators will be more focused on user management and internal controls. Customized training plans for end-users will be more focused on transactional processes and reporting.

If client elects to have PS provide hands-on end user training for the Employee Users, a change order will be required.

Pricing Summary

The effort defined in this Statement of Work will be performed and billed on a Fixed Fee basis.

Estimated Implementation Fees:

Item	Estimated Cost
Professional Services (PS-IFM-FB)	\$53,000 USD

Optional Components (the following items are not required for the core Intacct implementation. Client can choose to move forward with optional components during the initial implementation, after the initial implementation is complete or not at all):

Item	Estimated Fees
Professional Services (PS-IFM-FB) – Sage Intacct Planning	\$6,000 USD
Professional Services (PS-IFM-FB) – Spend Management	\$2,550 USD
Professional Services (PS-IFM-FB) – Custom Report Writing	\$400-\$1,800 USD
Professional Services (PS-IFM-FB) – User-Defined Dimension (per UDD)	\$2,365 USD
Professional Services (PS-IFM-TANDE) – Hypercare, Time & Materials and Out of Scope Services (billed hourly as incurred)	\$275 per hour

Pricing Assumptions

- Hourly rates quoted in this SOW are valid thru the project completion date. Consulting services provided after the project completion date will be billed in accordance with the rates specified in the Assumptions and Responsibilities section of this SOW
- PS will configure the core modules (General Ledger, Cash Management, Accounts Payable, and Accounts Receivable) with recommended "best practices," resulting in a reduced implementation cost. If best practices are not accepted by Client, a change order will need to be issued to support additional custom design time.

Variable Sage Intacct Implementation Activities:

There are areas within the core implementation that cannot be scoped prior to the "Define" phase of the project. Any variable activities requested by the Client will require a Change Order and will be billed at a rate of \$275/hour. These items include but are not limited to:

- Chart of Accounts Design Assistance; Process Design Assistance
- Data Management or Manipulation
- Custom Documentation
- Additional Training (including annual close assistance and on-site go live support)
- Additional Purchasing or Order Entry Workflows. Additional Allocation scenarios.
- Custom Reports & Documents/Forms
- Smart Events
- Custom Integrations and Third-party Application Support not listed on this SOW

- Platform Services – Including but not limited to creating: Dimensional Relationships, User-defined Books, User-defined Journals
- Sage Intacct Planning – Additional assistance including building models/scenarios, loading data, etc.
- Custom Fields and Smart Rules in excess of quantity listed under Customization Services

Terms

- Please refer to the Order Schedule for fees and payment terms.
- Estimates provided herein are effective through **[12/19/2025]**
- Billing rates indicated in this SOW are applicable to this SOW only.
- Management responsibilities – We will remain independent throughout the engagement. For all accounting services we may provide to you, including these software implementation services, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.
- Cash Access – Client hereby acknowledges that PS may inherently have, through administrative system rights, access to the client’s Cash Management module and configured cash accounts within various modules during the implementation phase and subsequent post-go-live support phases. PS will not make any changes to accounts or process any cash related transactions. Client acknowledges oversight responsibility over all its cash accounts, and should put in place procedures that would mitigate the risk of any potential fraudulent activities. Such procedures may include approval workflows for cash related activities, timely review of bank statements, and review of Sage Intacct’s built-in audit logs.
- Go-live is defined as the sooner of the date indicated in the most recently approved project plan and/or the day Sage informs Client that the Production Company within Sage Intacct is ready to accept live transactions.
- The services delivered as part of this SOW will be considered complete upon the sooner of (i) forty-five calendar days after the Go-live date and (ii) once the estimated hours are fully used. Sage will provide a project completion notice to Client upon completion of the services. Additional services are available upon request after this project is complete and require a separate Statement of Work.
- Any unsubscribed companies utilized for this project for testing, demonstration, and/or implementation activities will be disabled no later than project completion or, in the case of a delay or hold on the project by Client, within thirty days of start of said delay.
- Should Client fail to arrive at a scheduled meeting within ten minutes of the start time and/or cancel less than twenty-four hours from the scheduled start time, the meeting is thereby cancelled, and Client will be billed thirty minutes for every hour the meeting was planned.
- Should the services as part of this SOW be delayed or put on hold by Client for six consecutive months, then this SOW is immediately canceled, and a new Statement of Work will be required to proceed with any services.
- All reasonable actual expenses are reimbursable. If applicable, travel time is billed at half the consultant’s normal bill rate. Travel time and expenses (if any) are above and beyond any provided cost estimates and will be submitted for Client approval prior to purchase and/or billing.
- All activity and personnel will be scheduled when this SOW is signed by Client. Some or all the services and deliverables described in this SOW may be performed by Sage or, at Sage’s election, a subcontractor or certified Sage implementation partner. Notwithstanding any such election, Sage remains responsible to Client for all SOW deliverables and delivery quality.

Appendix A

Sage Intacct Environment

PS will provide the following services related to Client's Sage Intacct environment:

- Enable the following dimensions available on all transactions: Location, Department, Class, Project (Grant), Item, Customer, Vendor, and Employee.
- Implement a fiscal year to end on June 30th with calendar accounting periods.

Shared Intacct Company

Setup and Configuration

- Create one (1) Shared Intacct Company with single base currency (USD)
- Create one (1) Transactional business entity that is 100% owned, shares Chart of Accounts, and uses the same accounting calendar periods

Core Financials System

PS will provide the following services related to Core Financials within all in-scope entities:

Company

Setup and Configuration

- Configure Company general information, security, preference, accounting, and display settings
- Review user/role creation process and permission options. Create up to ten (10) roles or user with permission designations. Client is responsible for creating additional role and user permission designations, and assigning permissions to users.
- Enable Accrual basis accounting method
- Enable fiscal periods equal to calendar months
- Subscribe to purchased applications
- Create up to five (5) Dimension Groups
- Create Document Numbering

Data Loading

- One (1) set of Locations
- One (1) set of Departments
- One (1) set of Classes
- One (1) set of Allocations

General Ledger

Setup and Configuration

- Configure application and application behavior preference options
- Deploy QuickStart financial reports and enable Financial Report Writer
- Create transactional and statistical journals
- Create one (1) sample template journal entry and recurring journal entry. Client is creating template and recurring journal entries.

Data Loading

- One (1) set of Chart of Accounts
- One (1) set of Statistical Accounts
- One (1) set of Client Reporting Periods
- Beginning balances
- One (1) set of Statistical account beginning balances as of Go-live date
- One (1) set of budgets

Accounts Payable

Setup and Configuration

• Configure application and application behavior preference options	• Create account labels
• Configure transaction batch settings	• Create one (1) sample recurring bill. Client is responsible for creating recurring bills.
• Create AP Terms	• Configure quick checks and pre-payments
• Create default AP aging periods	• Create vendor groups
• Enable the following bill payment methods: Check, Cash, Offline charge card, and Record Transfer	• Assign bill payment approval levels
• Create AP Bill and Vendor Approval Policy	• AP Bill Automation – Review all the methods for importing AP bills, how the imported bills appear in the system, and the default email addresses when importing bills via email (AP Automation streamlines bill entry by automatically creating draft bills from imported bill documents).

Data Loading

• One (1) set of Vendors	• One (1) set of Open AP Bills at Go-live for each in-scope transactional entity
• One (1) set of Vendor 1099 opening balances at Go-live	

Accounts Receivable

Setup and Configuration

• Configure application and application behavior preference options	• Create account labels
• Configure transaction batch settings	• Create one (1) sample recurring invoice. Client is responsible for creating recurring invoices.
• Create AR Terms	• Configure quick deposits and advances
• Create default AR aging periods	• Create customer groups
• Enable the following invoice payment methods: Check, Cash, Offline charge card, and Record Transfer	

Data Loading

• One (1) set of Customers	• One (1) set of Open AR Invoices at Go-live for each in-scope transactional entity
----------------------------	---

Cash Management

PS will setup and configure up to three (3) accounts, which can be one or a combination of checking, savings, or credit card accounts. PS will set-up and configure one (1) checking account with either of the following two check printing options:

1) *Check Printing with Pre-printed Checks*

- PS will configure one (1) checking account for printing checks with pre-printed check stock provided by Client. (Check in middle or top position only)

2) *Check Printing with Blank Check Stock*

- PS will configure one (1) checking account for printing checks with blank check stock provided by Client.

PS will also assist with one round of printing alignment correction, defined as reviewing Client-provided feedback to resolve Sage Intacct configuration issues after submission by Client of one (1) test check to Client's bank.

Sage Cloud Services

Setup and Configuration

- | | |
|--|--|
| <ul style="list-style-type: none">• Enable bank feeds and bank file payments | <ul style="list-style-type: none">• Provide up to one (1) hour of assistance enabling bank feeds for up to five (5) account types (checking, savings, or credit cards) and/or financial institutions |
|--|--|

Dashboards

Setup and Configuration

- | | |
|--|---|
| <ul style="list-style-type: none">• Enable Dashboards application and deploy available pre-packaged Dashboards | <ul style="list-style-type: none">• Provide up to one (1) hour of assistance creating one (1) dashboard |
|--|---|

Checklists

Setup and Configuration

- | | |
|---|---|
| <ul style="list-style-type: none">• Enable and setup Checklist categories, Checklist status and Assignment categories and Assignment status | <ul style="list-style-type: none">• Provide up to one (1) hour of assistance creating one (1) checklist |
|---|---|

Reporting Center

Setup and Configuration

- | | |
|---|---|
| <ul style="list-style-type: none">• Enable Reporting Center application• Provide up to four (4) hours of financial report training | <ul style="list-style-type: none">• Create up to one (1) Report Group |
|---|---|

Customization Services

Setup and Configuration

- | | |
|--|---|
| <ul style="list-style-type: none">• Enable Customization Services application for access to the following functionalities and tools: Custom Reports, Custom Documents, Custom Fields, Smart Rules, and Smart Events• Create up to two (2) smart rules as needed to address Client requirements. Additional smart rules may be created although outside the scope of this project. | <ul style="list-style-type: none">• Create up to ten (10) custom fields as needed to address Client requirements. Additional custom fields may be created although outside the scope of this project. |
|--|---|

Employee Dimension

Setup and Configuration

- | |
|---|
| <ul style="list-style-type: none">• Activate Employee dimension for use within all applications |
|---|

Data Loading

- | |
|--|
| <ul style="list-style-type: none">• One (1) set of Employees |
|--|

Time and Expense (Expense only)

PS will provide the following services related to the Expense Entry portion of the Time and Expense application for use by each transactional entity:

Setup and Configuration

- | | |
|---|---|
| <ul style="list-style-type: none">• Configure application for Expenses and application behavior preference options | <ul style="list-style-type: none">• Create expense types and payment types |
| <ul style="list-style-type: none">• Create Expense Report terms• Create default Expense Report aging periods | <ul style="list-style-type: none">• Assign expense approval process flow• Assign expense reimbursement approval levels |
| <ul style="list-style-type: none">• Enable the following expense report reimbursement methods: Check, Cash, and Record Transfer | |

Data Loading

- | | |
|--|---|
| <ul style="list-style-type: none">• One (1) set of Employees | <ul style="list-style-type: none">• One (1) set of Open Employee Expense Reports at Go-live |
| <ul style="list-style-type: none">• One (1) set of Employee 1099 opening balances at Go-live | |

Basic Project Tracking

PS will provide the following services related to the Accounts Receivable application for use by each transactional entity:

Setup and Configuration

- | | |
|---|---|
| <ul style="list-style-type: none">• Enable Projects within Accounts Receivable application for use as a dimension on transactions | <ul style="list-style-type: none">• Create Project types and statuses |
|---|---|

Data Loading

- | |
|---|
| <ul style="list-style-type: none">• One (1) set of Projects open at Go-live |
|---|

Grant Tracking & Billing

PS will provide the following services related to enabling the Projects application for use by each transactional entity:

Setup and Configuration

- | | |
|---|--|
| <ul style="list-style-type: none">• Configure the Projects application and enable billing for fixed fee and expenses (no time and materials billing) | <ul style="list-style-type: none">• Create project tasks and items (as required) to enable fixed fee billing from projects |
| <ul style="list-style-type: none">• Enable billing schedules in Order Entry for fixed fee-based project billing and create up to five (5) billing schedule templates for either percent complete or milestone-based fixed fee billing | <ul style="list-style-type: none">• Create one (1) Invoice transaction definition in Order Entry that posts the fixed fee and/or expenses billing amounts to the General Ledger and enables building the associated billing schedule |
| <ul style="list-style-type: none">• Configure Accounts Receivable to support aging and customer payment processing for invoice transactions produced in Order Entry | |

Order Entry

PS will provide the following services related to the Order Entry application for use by each transactional entity:

Setup and Configuration

- | | |
|--|--|
| <ul style="list-style-type: none">• Configure application and application behavior preference options• Deploy Order Entry QuickStart Workflow selected by Client or enable one (1) Advanced Order Entry Workflow with creation and configuration of up to six (6) transaction documents enabling Client to process transactions through the full Intacct Sales Lifecycle (Sales Quote, Sales Order, Shipper, Sales Invoice, Sales Return, and Customer Credit) with no sales tax. | <ul style="list-style-type: none">• Configure up to one (1) price list• Create sample Product Lines and Item GL Groups. Client is responsible for creating full set of Product Lines and Item GL groups for their business. |
|--|--|

Data Loading

- | |
|--|
| <ul style="list-style-type: none">• One (1) set of items including the following item types:<ul style="list-style-type: none">○ Non-Inventory○ Non-Inventory (Sales only) |
|--|

Purchasing

PS will provide the following services related to enabling the Purchasing application for use by each transactional entity:

Setup and Configuration

- | | |
|--|---|
| <ul style="list-style-type: none">• Configure application and application behavior preference options• Deploy Purchasing QuickStart Workflow selected by Client or enable one (1) Advanced Purchasing Workflow with creation and configuration of up to six (6) transaction definitions enabling Client to process transactions through the full Intacct Purchasing Lifecycle (Purchase Requisition, Purchase Order, Receiver, Vendor Invoice/Bill, Purchase Return, and Vendor Debit)• Create up to one (1) global purchasing approval workflow | <ul style="list-style-type: none">• Configure up to one (1) price list• Create sample Product Lines and Item GL Groups. Client is responsible for creating full set of Product Lines and Item GL groups for their business.• Create up to one (1) approval policy. Client is responsible for creating additional approval policies. |
|--|---|

Data Loading

- | |
|---|
| <ul style="list-style-type: none">• One (1) set of items including the following item types:<ul style="list-style-type: none">○ Non-Inventory○ Non-Inventory (Purchase only) |
|---|

Spend Management - OPTIONAL

PS will provide the following services related to enabling Spend Management for use by transactional entity:

Setup and Configuration

- | | |
|---|---|
| <ul style="list-style-type: none">• Configure application and application behavior preference options• Create one (1) budget for use by Spend Management | <ul style="list-style-type: none">• Select the dimensions, purchasing documents, and General Ledger accounts to be used in validating transaction spend as directed by Client• Demonstrate Spend Management usage including validation failure where Purchasing transaction(s) exceed budgeted amount(s) |
|---|---|

Data Loading

- | |
|--|
| <ul style="list-style-type: none">• One (1) set of General Ledger account budget amounts uploaded to the Spend Management budget |
|--|

Vendor Bill and Employee Expense ACH Payment Service

PS will provide the following services related to enabling Vendor Bill and Employee Expense ACH Payment Service for use by each transactional entity:

Setup and Configuration

- | | |
|--|---|
| <ul style="list-style-type: none">• Create up to one (1) ACH Bank Configuration in Cash Management application and associate to checking account | <ul style="list-style-type: none">• Activate the ACH File Generator enabling Client to manually export Intacct-produced ACH payment files formatted to the National Automated Clearing House Association ("NACHA") standard |
|--|---|

Data Loading

- | | |
|--|--|
| <ul style="list-style-type: none">• One (1) set of Vendors with Vendor Bank Information for ACH processing | <ul style="list-style-type: none">• One (1) set of Employees with Employee Bank Information for ACH processing |
|--|--|

Sage Intacct Planning - OPTIONAL

PS will register the Client to Digital Learning for self-directed training that will educate Client on the following topics related to using Sage Intacct Planning ("SIP"):

SIP Education and Learning

- | | |
|--|--|
| <ul style="list-style-type: none">• General overview of SIP features/functions and the SIP self-service education tools• Creating the budget structure and budgets in SIP, and sharing budgets with other users• Understanding what models are, how to create them, and when to use them with a budget | <ul style="list-style-type: none">• Accessing the reports and dashboards included with SIP• Executing the integration between SIP and Intacct |
|--|--|

The Digital Learning sessions are designed to be interactive. Upon completion of the interactive learning sessions, PS will provide up to five one-hour workshops to Client to support them in effectively managing budgeting within SIP.

Interactive Visual Explorer (IVE) – Deploy Only

PS will provide the following services related to enabling Interactive Visual Explorer (IVE) module when subscribed:

Setup and Configuration

- | |
|--|
| <ul style="list-style-type: none">• Activate IVE within Client's Intacct company |
|--|

Sage Intacct Collaborate

PS will provide the following services related to Sage Intacct Collaborate:

Setup and Configuration

- Enable Sage Intacct Collaborate within Client's Production Sage Intacct company configured as *Sage Intacct Only*.
- Provide general guidance and best practices when using Sage Intacct Collaborate, which is expected to include but not limited to the following: Sage Intacct Collaborate functionality/usage overview, business case recommendations for leveraging Sage Intacct Collaborate, and organization roll-out strategy/planning.

Intacct Web Services and Platform Services

PS will provide the following services related to enabling Intacct Web Services and Platform Services when subscribed:

Setup and Configuration

- Activate Intacct Web Services within Client's Intacct company
- Activate Intacct Platform Services within Client's Intacct company

User-defined Dimensions - Optional

PS will provide the following services related to User-defined Dimensions ("UDD"):

Setup and Configuration

- Create one (1) Application utilizing Intacct Platform Services
- Create one (1) Object utilizing Intacct Platform Services and enable as a custom dimension
- Enable the custom dimension within General Ledger preferences to be available for use within applications

Data Loading

- One (1) set of dimension values via the Platform data import tools

Appendix B

Assumptions and Responsibilities

General

- PS will designate a single point of contact to serve as the Project Leader, and to be Client's primary contact with PS throughout the project. The Project Leader will be responsible for the overall project delivery including:
 - Assignment of scope
 - Planning and Scheduling
 - Conducting Status Meetings
 - Preparing Status Reports, if requested (status reports to include key accomplishments, next steps, updated schedule and project financials - spend to date against baseline plan, project spend through end of project)
 - Complete PS' activities as specified in this Statement of Work
- The full project scope will be delivered according to PS' Implementation Methodology.
- The PS consultants will work remotely from PS offices to complete work for this engagement unless otherwise noted in this Statement of Work. Dates for any onsite work by PS will be mutually agreed upon in advance between Client and PS.
- This project will utilize PS' Teamwork Projects for communication, planning, and content management unless otherwise mutually agreed in writing by both parties. User/access to Teamwork project is provided to Client project team members for the duration of the project at no additional charge.
- All defined business processes and configurations will be created once per shared environment and leveraged across all transactional entities.
- Client will assign a dedicated project team that will remain intact for the life of the project. The project team should include Subject Matter Experts (SMEs) that will contribute to the system design and system configuration validation. The project team should also include a single point of contact that will function as Client's Project Manager and be PS' primary contact with Client. Client's Project Manager will have full authority to act on behalf of Client with respect to:
 - Decision and signatory authority (or involve appropriate Client parties)
 - Complete Client's activities as specified in this Statement of Work including managing Client's deliverables for the project and reviewing, accepting, and approving project deliverables
 - Authorizing payments
 - Facility and meeting coordination at Client's site (if required)
 - Interfacing with PS to ensure there is an efficient exchange of Information and that important and timely decisions are made
- One or more deliverables specified herein require a separate environment (outside of the Sage Intacct Production environment). PS will provide an environment to execute these processes. The hosting costs and setup are covered in Client's Sage Intacct Order Schedule.
- Client agrees to grant project team access to Client's Sage Intacct Company as required for the project.
- Any unsubscribed Sage Intacct companies utilized for this project will be disabled no later than upon project completion.
- The implementation project is considered complete at the time of project completion sign off, or forty-five (45) days from go live, whichever is earlier. **Consulting services provided after project completion date will be billed at \$275 per hour, unless otherwise agreed upon.**
- This SOW is valid for one (1) year from the SOW date. If the project is not complete after one (1) year, PS will issue a new statement of work, including estimated costs, for any remaining items to be completed.

Configuration

- PS will assist client in creating users and assigning permissions; client is responsible for charges associated with Sage Intacct users.
- Client is responsible for final check printing alignment and bank verification that the check print format is acceptable. Checks can be printed on blank check stock in USD, CAN, and MXN currencies using commercially available blank check stock of size 8.5 x 11 inches. Checks can be printed on pre-printed check stock in USD currency using Sage Intacct-certified pre-printed check stock. Client is responsible for purchasing and providing all check stock on the project.
- Client is responsible for performing all account reconciliations in the Cash Management application and agrees to complete a minimum of one (1) account reconciliation within 45 days after system Go-live.
- System configurations and approval workflows are limited to the configuration and workflow options available within the Sage Intacct product as of the signed Statement of Work date.
- Without subscribing to Advanced Audit Trail, Sage Intacct will *not* sign a Business Associate Agreement. Please consult with your legal counsel to determine if any data that is subject to HIPAA regulations will be stored in Sage Intacct.

Reports/Dashboards

- Financial reports are produced and available via the General Ledger application and limited to the data and formats available via the Financial Report Writer tool.
- Custom reports are produced and available via the Customization Services application and limited to the data and formats available via the Customization Services Customer Report Writer tool.
- Dashboard component creation is limited to the reports and data available within the system.

Data/Documentation

- Client is responsible for format, layout, and content modifications to printed documents utilizing the Custom Documents tool within the Sage Intacct product including but not limited to customer sales transactions (sales orders and invoices) and vendor purchase transactions (purchase orders and invoices).
- Client is responsible for performing all legacy system data extraction, data cleansing, and data mapping to Sage Intacct accurately populating all data templates for uploading into Sage Intacct according to the specifications and dates in the detailed project plan mutually agreed upon by Client and PS. One (1) round of validation to assist Client in providing accurate data templates is included with this service. Validation is defined as providing feedback on a data file for missing required field values, invalid field lengths, invalid field values/type mismatches, and invalid dimension ID values (transaction amounts and balances will not be validated and are responsibility of Client). One (1) round is defined as follows:
 - If the file passes the validation, PS will upload the file, or
 - If the file does not pass validation, PS will provide feedback and Client repairs the file
 - PS will validate the repaired file and, if it passes the validation will upload the file.
- A “set” of data is defined as one (1) upload file containing all data to be uploaded. A PS provided data upload template provides the format by which Client will populate data for upload. One (1) upload file means populating a template once with all data for upload. As an example, if Client has 99 departments to upload, one (1) set is considered one (1) file with 99 locations (as opposed to three (3) separate files with 33 departments in each file).

Training

- Training material is intended for trainees only. Any copies or additional use by Client must be agreed to in writing by PS.

Intacct Web Services and Platform Services

- Client is responsible for the design, development, training, maintenance, modification, and support of any Marketplace solutions and/or integrations/applications not developed by Intacct.

Sage Intacct Planning - OPTIONAL

- Client SIP budgets are created using "my Sage Intacct data" via the wizard

Interactive Visual Explorer (IVE)

- Standard version of Platform Services required
- Client is responsible for providing an experienced user who understands formulas and advanced functions similar to excel

Bank Feeds

- Automated delivery of bank statement data to Sage Intacct is available for banks and financial institutions that support connection via Plaid, FIS/PAN, or direct integrations (created by your bank). If your bank does not support these methods, connections may be available via AccessPay or a custom connection for an additional fee, which is not included in our SOW. Please note that PS is not responsible for Client bank not being accessible or any fees charged by your bank or Sage Intacct in conjunction with bank feeds.

Third-party Integrations via csv file import

- PS will provide instruction for populating and importing templates and troubleshooting import errors.
- Client is responsible for populating csv template file(s) with representative data for testing to verify import capabilities.

Intacct Marketplace Partner Solutions

Client is implementing Intacct Marketplace Partner (“IMP”) to integrate the following with Intacct:

- Paylocity

PS will provide the following services to assist Client with the above implementations:

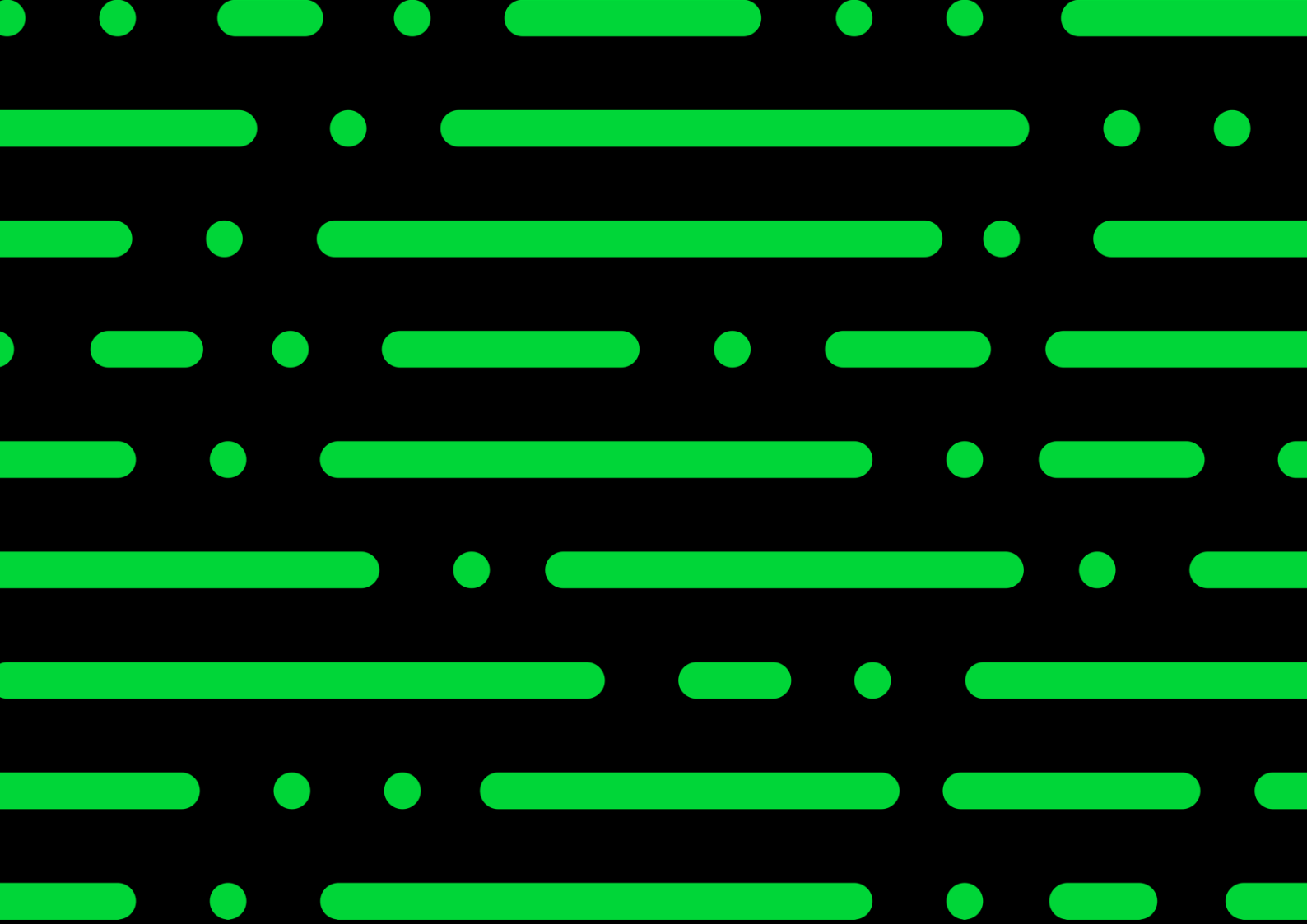
- Collaborate with Client and/or IMPs to schedule solution deployment in alignment with the tasks and timings in the project plan for this project.
- Activate Intacct Web Services and/or Intacct Platform Services within Client’s Intacct company as required for IMP solutions to function.
- Collaborate with Client and/or IMPs to analyze configuration requirements (if any) within Intacct for IMP solutions to function.
- Collaborate with Client and/or IMPs to analyze data flow, data mapping, and ongoing data entry requirements (if any) for IMP solutions to function.

PS is not the publisher of the IMP solutions specified above. As such, all functionality and features are limited to those features and functionality as provided and allowed by Sage Intacct and the IMP solution as publishers of their software and are subject to each companies’ respective terms of service.

Out of Scope Items

For clarity, the following are considered out-of-scope but can be added in-scope if needed/desired and our estimate is adjusted during the implementation.

- Implementation of any other Sage Intacct, third-party add-on modules, product customization or interfacing systems integration requirements not explicitly listed in the Scope Section.
- Creation of detailed end-user methods and procedures manuals specific to your business processes.
- Data extraction from your legacy system(s), cleansing or enrichment.
- User acceptance testing – Client will be ultimately responsible for verifying all data results in the Sage Intacct system. PS will ensure the data files we receive import to the Sage Intacct system as part of our data load procedures.
- Technical and functional support forty-five (45) days after the solution ‘go-live’, except for those areas identified in the Scope section.
- Report writing for custom reports.
- Company-specific business process or user documentation.
- Any functionality not in the product as of the signed SOW date is out of scope unless otherwise noted in this SOW. Implementing additional future functionality once generally available in the product may require additional services and costs.



Sage

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