Skyward Software Proposal Proposal # 21-0008kj January 6, 2021



### **SMS 2.0**

Saratoga Springs, UT

The following pricing for software and services is provided specifically for you. If you would like information on a product or service not included below, please contact your Account Executive.

#### **Per Student Pricing - 3 Year Contract**

## **Secure Cloud Computing Installation**

#### Pricing on this proposal is valid only if all of the following districts purchase:

Endeavor Hall Charter School, Excelsior Academy, Gateway Preparatory Academy, Good Foundations Academy,
Itineris Early College High School, Lakeview Academy, Navigator Pointe Academy, Pacific Heritage Academy, Paradigm High School,
Providence Hall Charter School, Roots Charter High School, Soldier Hollow Charter School, Terra Academy, Weilenmann School of Discovery,
and Utah Military Academy.

Each district will be billed individually for their portion of the shared training based on the amount listed on their respective proposals. Any changes to participating districts listed above will require a revised proposal.

#### The Skyward School Business Suite Core Package includes:

Finance, Employee Access, Employee Management, Flex Benefits, Payroll, Salary Negotiations and Substitute Tracking

## School Management System Investment Summary

		tial tment	Services	-	ull 12-Month ecurring Fees	Total
School Business Suite Estimated Installation: Beginning of Fiscal Year	\$	- \$	13,543.00		10,383.00	\$ 23,926.00
System Wide Services and Software		-	6,520.00		-	6,520.00
Total School Management System	\$	- \$	20,063.00	\$	10,383.00	\$ 30,446.00
School Management System Investment - Including the Full	12-Month Rec	urring Fees *				\$ 30,446.00
School Management System Investment - No Proration	\$	- \$	20,063.00	\$	10,383.00	\$ 30,446.00
See Terms and Conditions for revised naument terms						2017/18dt

## See Terms and Conditions for revised payment terms.

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The actual billing will be reflective of the actual installation date.

The customer recognizes and acknowledges that in subsequent years the total Full 12-Month Recurring Fee will be billed.

<sup>\*</sup> This Investment Summary reflects the recurring fees for a full 12-Month period.

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# **Pricing Detail**

School Business Suite								976 Stu	dents
School Business Suite Software				itial tment		Services		ll 12-Month urring Fees <sup>1</sup>	Total
Core Package	\$	5.25 / student	\$	-	\$	-	\$	5,124.00 \$	4,353.0
Skyward Discount	\$	(0.79) / student		_		-		(771.00)	-
Finance									
Employee Access									
Employee Management									
Flex Benefits									
Payroll									
Salary Negotiations									
State Reporting Training (School Business .	Suite)								
Substitute Tracking									
Additional Functionality									
eSign - Electronic Signature		1 block		-		200.00		-	200.0
FastTrack	\$	1.50 / student		-		-		1,464.00	1,249.0
Skyward Discount	\$	(0.22) / student		-		-		(215.00)	-
Fixed Assets	\$	1.00 / student		-		-		976.00	830.0
Skyward Discount	\$	(0.15) / student		-		-		(146.00)	-
TrueTime	\$	1.50 / student		-		-		1,464.00	1,249.0
Skyward Discount	\$	(0.22) / student		-		-		(215.00)	-
Support	\$	2.00 / student		-		-		1,952.00	1,952.0
School Business Suite Setup / Training									
Professional Development Center	\$	750.00 / year		-		-		750.00	750.0
Web Hours (48)				-		8,880.00		-	8,880.0
Web Hours (8) - Shared Training				-		1,480.00		-	1,480.0
School Business Suite Data Migrations									
Converting Vendor: Polarus									
Finance - Standard				-		2,340.00		-	2,340.0
Payroll - Demographics Only  Subtotal School Business Suite			\$	-	\$	643.00 <b>13,543.00</b>	ć	10,383.00 \$	643.0 <b>23,926.0</b>
Subtotal School Busiliess Suite			,	-	ب	13,343.00	ŗ	10,363.00 3	23,320.0
Total School Business Suite Solution									23,926.0

Pricing detail continued on following page

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## Pricing Detail, continued from previous page

System Wide Services and Software			976	5 Stud	ents
Installation	nitial estment	Services	 2-Month		Total
<sup>10</sup> Secure Cloud Computing Setup Assistance	\$ -	\$ 585.00	\$ -	\$	585.00
SmartStart Implementation Service					
<sup>5</sup> Consultative Services - Business	-	555.00	-		555.00
<sup>6</sup> Consultative Services - Business - Shared Consulting	-	740.00	-		740.00
Project Management	-	5,280.00	-		4,640.00
11 Project Management Discount	_	(640.00)	-		-
Subtotal System Wide Services and Software	\$ -	\$ 6,520.00	\$ -	\$	6,520.00
Total System Wide Services and Software				\$	6,520.00

## **Secure Cloud Computing Services**

Secure Cloud Computing Services (SCC Services) provides an option to remotely operate your Skyward application through a secure cloud provider. Our cloud provider operates servers within its own facilities allowing you secure access to all applications through a browser via the Internet. The SCC Services are fully responsible for all aspects involved in database disaster recovery, loading releases and updates, operating and maintaining host servers, software, and databases.

**School Business Suite** 976 Students **Annual Total** 2,400.00 \*

Silver Package

The SCC hosting fees are not included in the Skyward total above. All SCC hosting fees will be invoiced by and paid directly to ISCorp.

Additional discounts may apply if your district is hosting both the School Business Suite and Student Management Suite at ISCorp. If you are interested in learning more about the SCC Services package options, please contact ISCorp, Jeff Zillner - VP Operations, 262.240.7777 or jzillner@iscorp.com.

## Implementation and Training

## **Project Management**

This is going to be a significant project, and you need a professional to manage it. Skyward's project management team will facilitate the flow of information to make your implementation a success. We are heavily versed in project management best practices and apply these in conjunction with our unique industry expertise for a smooth transition.

Unlike many of the one-size-fits-all training programs prevalent in our industry, Skyward delivers web and onsite sessions tailored to your best practices. We layer an initial level of consulting with your leadership team to define short- and long-term goals. We understand the comfort level of your staff is a strong indicator of long-term success, which is why these trainings are supplemented with our self-paced Professional Development Center. Skyward's training model will provide a robust plan designed to fully train your staff without the need for purchasing additional hours. By utilizing Skyward's proven methods, you are setting your team up for a successful implementation.

<sup>\*</sup> This is a 36 month contract.

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## **Pricing Footnotes**

#### See Terms and Conditions for revised payment terms.

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- <sup>1</sup> This is a 3-Year Contract with automatic renewal after the initial term. The contract will renew at the then-current rate.
- The rate per student for the recurring fee will remain unchanged as stated in the Pricing Detail section above through June 30, 2024 or August 31, 2024 as determined by your fiscal year and indicated on the Terms and Conditions.
  The initial count is based on the student count as available from Market Data Retrieval (MDR) a division of Dun and Bradstreet.
  The recurring fee can fluctuate for subsequent years based on obtaining enrollment information directly from each applicable state.
- This proposal includes a discount off of the Skyward recurring fees.
  This discount is valid for a limited time and may be discontinued without prior notice.

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- Skyward's Professional Development Center (PDC) is included on this proposal. The PDC is a self-paced learning center to assist in training all staff. It includes online tutorials, simulations, and testing options. Your entire staff will have unlimited access to Skyward's on-line library and training materials for select modules.
- <sup>5</sup> The standard Skyward training and consulting plan has been modified. Skyward reserves the right to require more training and/or consulting. Should additional training or consulting be necessary it will be charged at the then-current rate.
- <sup>6</sup> This proposal includes Skyward shared training. Skyward shared training is provided as a cost savings option for your district. Each district will be billed individually for their portion of the shared training based on the amount listed on their respective proposals. The shared training hours are sold as a block and are nontransferable to individual web training hours. If the district elects to forego training for any of the modules, the district will forfeit any unused hours.
  - Each shared training session is limited to 2 people per district with a maximum of 30 attendees. Completion of all shared training sessions is required and necessary to ensure successful implementation. If all shared training sessions are not completed, either at the scheduled time or after via recorded webinar sessions, Skyward reserves the right to require more training and consulting, which will be charged at the then-current rate.
- The customer is solely responsible for having access to and obtaining all required data from their existing software system. The customer assumes responsibility for utilizing their internal resources (IT, Legal teams, etc.) to obtain said data in order to complete the purchased Data Migrations. Failure to obtain the required data will result in a change order form and require the customer to manually enter the data into Skyward.

A full database backup is recommended. Normally a full backup will provide Skyward with all the information needed to decipher what each field represents in the data. At a minimum the district is required to provide ASCII Delimited files with data mapping that identifies what data is contained in each file and what each column of data represents.

You will need to retrieve this data multiple times during the data migration process. It is important you have this process solidified in order to accomplish these data retrievals. A delay in delivery of the data will delay the migration and negatively affect the quality of the migration. This also has negative effects on the training of Skyward with your new users.

- <sup>8</sup> Account Balancing Clarification
  - Skyward software requires that an account's ending balance for the quarter or year be equal to the opening balance for the next quarter or year. This is an accepted accounting principal and if your data does not meet that requirement Skyward will attempt to determine the discrepancy and if the discrepancy cannot be determined in a timely manner, Skyward will make an offsetting entry to fulfill the requirement. Skyward will clearly identify which account was adjusted and how the adjustment was accomplished. The customer may conduct further research and make a journal entry to eliminate the offsetting entry if desired.
- 9 A/P checks, payroll checks, W-2 forms and 1099 forms can only be printed using supported laser printers. Skyward PaC software requires client access to utilize features that integrate with Microsoft products Excel and Word. Skyward Web based products like Employee Access do not require client access to Microsoft Office products.

Crystal Reports can be purchased directly from Skyward for additional custom reporting functionality and/or web Custom Reports.

Third-party product licenses may be subject to an annual increase.

Skyward requires an SSL (Secure Socket Layer) certificate to run any web-based applications.
Skyward's IT Services can provide you more information including cost and installation of an SSL certificate.

10 Secure Cloud Computing (SCC) Setup Assistance

SCC Compliancy Testing.
Installation/Setup Service.

This proposal includes a Project Management discount. This discount applies when purchasing a core product. Future sub module purchases will include standard Project Management fees.

## **Lakeview Academy** Skyward Software Proposal Proposal # 21-0008ki

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## **Training Footnotes**

Skyward consultation and training is sold as a number of days and web hours identified on the proposal. The number of days and hours sold is an estimate of customer needs based on a combination of preliminary information gathered from the customer prior to the sale and Skyward's past training experience. It will be at the discretion of the Skyward and Customer Project Managers to use the days and web hours in a manner that best suits the customer. Any time spent by Skyward consultants for preparation, follow up, and the creation of training materials or other deliverables is also considered billable and will be deducted from this consulting time at the consulting rate. The customer can purchase additional consulting hours if more consulting time is needed.

**Web training** allows Skyward to remotely present, discuss, and review our product directly with you. This application utilizes the Internet and is conducted live between your staff (at their own workstation) and a Skyward service representative without the need for them to travel to your location, providing you with a lower cost of training and/or implementation along with greater flexibility of your installation timeline.

**Skyward Shared Training Policy.** A maximum of 2 people per district (maximum of 30 attendees) may attend each shared training/consulting session unless otherwise noted in this proposal. Each district will appoint one contact person who can ask questions during each shared session. Completion of all shared training sessions is mandatory.

**Finance setup day** included for verification of previously installed conversion data in preparation for live processing. This includes but is not limited to security setup, default parameter settings in the software, verification of printing capabilities, verification of conversion totals on financial reports (balance sheet, revenue and expense, payroll history totals, etc.), verification of code table setup, and random verification of data records in each module converted. Skyward will assist the customer in working through these items so that the customer can verify the accuracy of information before processing begins.

## **School Business Suite**

	Web Hours (Individual)	Web Hours (Shared)*
Finance	8	33
Payroll	10	32
Employee Management	8	19
State Reporting		7
Employee Access		3
Flex Benefits		2
Salary Negotiations		9
Substitute Tracking	2	6
FastTrack	9	
Fixed Assets	2	9
TrueTime	9	
Consulting	3	60
School Business Suite Total	51	180

<sup>\*</sup>Each district will be billed for 12 shared training/consulting hours - their portion of the total 180 shared training and consulting hours.

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## Custom Forms (Checks, W-2's, etc.) and Peripherals

**Nelco** is the exclusively recommended supplier of preprinted, blank laser, pressure seal (blank and preprinted) checks and MICR toner cartridges. To request free samples or to place your order, visit www.skywardforms.com or contact Nelco's customer service center at 1-800-266-4669.

**School Technology Associates, Inc.** has worked with Skyward for over 25 years and offers a complete line of hardware, software, service, and support for peripheral equipment needed to run Skyward's Food Service, Fixed Assets, and TrueTime software. All items have been completely tested by Skyward and are in use by other Skyward customers nationwide. If the district opts to use an optional third-party reader, please contact STAi for approved hardware and system quote. These readers and the interface software are sold independently of Skyward.

Dan Hoerl, President School Technology Associates, Inc. sales@k12sta.com support@k12sta.com Your one-stop source for your Skyward needs. (877) 436-4657 - Toll Free Order Line www.k12sta.com

**BMI Systems Group** is a full service systems integrator specializing in creating procedures, software applications and sourcing supplies, and scanning hardware for automating and integrating advanced data collection systems with your current applications. We have built our reputation by developing and marketing reliable and cost effective systems designed to work in conjunction with your organization's Skyward School Business Suite Solution.

BMI Systems Group has interfaced with Skyward's Fixed Asset Module for over 8 years with many successful installations. For over 27 years, BMI Systems Group has designed and installed innovative solutions that consistently perform well in real world situations. Our products are in over 500 School Districts in 47 of the 50 states. Please visit our website: www.bmisys.com.

## **Secure Cloud Computing Readiness Review**

As you consider Skyward's SCC Services, we can provide you with an initial readiness review to ensure your internet connection provides adequate bandwidth. Please contact your ISP (Internet Service Provider) on obtaining a usage report of your internet connection and provide the following information to your Skyward Account Executive for further analysis.

- ISP (Internet Service Provider) Name
- Type and Total bandwidth contracted with your ISP
- Available/free bandwidth during school hours (typically available through a bandwidth utilization report; preferably during the past 30 days with students present)

## **Recurring Fee Information**

Annual Recurring Support Fee

- Unlimited software support requests for designated support contacts
- Live chat support
- Periodic product webinars
- Quarterly customer newsletter

**Annual Recurring Software Fees** 

- Product updates throughout the year
- State and Federal required reports

### **Terms and Conditions**

- See attached Terms and Conditions page for further information.
   The Terms and Conditions page must be executed by an authorized representative.
- The Sales Agreement will be sent to you for execution.

The Sales Agreement page must be executed by both Skyward and an authorized representative to be valid.

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## **TERMS AND CONDITIONS**

All proposals are valid for 30 days from date of proposal.

#### **Payment Terms:**

#### 1. Skyward Initial Investment Fee (if applicable)

If Core Sale: 100% payment due upon installation of software onto Customer's system or access to Skyward data through hosting services.

If Non-Core Sale: 100% payment due upon execution of Terms and Conditions or acceptance of proposal.

#### 2. Professional Services

#### a. Installation and Training Services

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If Core Sale: Billed for all training and installation services upon installation of any Skyward programs onto Customer's system, 50% due upon installation, 50% due 7/1/2021.

If Non-Core Sale: 100% billed upon execution of Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2021.

Installation and Training Services hours must be used within 12 months of installation. Unused hours will be forfeited and are not refundable. All training days described in the proposal may be utilized by Customer for a period of up to twelve (12) months following the implementation of each software module to which the training pertains. Any training days that are not utilized by Customer within the time provided will expire and are non-refundable.

#### b. Project Management / Consultative Services

Billed upon execution of Software License Agreement, Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2021.

All Project Management / Consultative Services days described in the proposal may be utilized by Customer for a period of up to twelve (12) months following the implementation of each software module to which these days pertain. Any Project Management / Consultative Services days that are not utilized by Customer within the time provided will expire and are non-refundable.

#### c. Data Migration Fees

If Core Sale: Billed for all data migration services upon installation of any Skyward programs onto Customer's system, 50% due upon installation, 50% due 7/1/2021.

If Non-Core Sale: 100% billed upon execution of Terms and Conditions or acceptance of proposal, 50% due upon installation, 50% due 7/1/2021.

Data used for the data migration must come from one system.

#### d. Custom Programming / Programming Condition(s) of Sale

Billed upon completion.

#### 3. Skyward Full 12-Month Recurring Fees

If Core Sale: Skyward 12-Month Recurring Fees will be prorated from date of installation of software onto Customer's system or access to Skyward data through hosting services, through June 30th or August 31st as designated within the signature section.

If Non-Core Sale: Skyward 12-Month Recurring Fees will be prorated from the first day of training through June 30th or August 31st as designated within the signature section.

Subsequent years of Skyward 12-Month Recurring Fees will be billed on a fiscal year basis and due on the 1st day of the fiscal year.

#### 4. Third Party Software, Hardware and Related Services

Payment due upon delivery of product and / or services.

#### 5. Third Party 12-Month Recurring Fees

Third Party 12-Month Recurring Fees will be billed upon start of fees as indicated by the third party vendor. For the initial year, the fees will be prorated through the end of the Customer's current fiscal year if permission has been granted by said vendor. Subsequent years will renew under the same terms.

## 6. Scheduling of Installation

Installation of software must occur within 12 months of purchase. Purchases made subsequent to this sale will be quoted at the then-current price.

#### 7. Taxes

If any authority imposes a duty, tax, levy or fee, excluding those based on Skyward's net income, upon the Skyward products, materials, or Skyward services, then Customer agrees to pay the amount specified and Customer is solely responsible for any personal property taxes for the Skyward products from the date they were acquired.

Customer agrees to the terms and conditions listed above and set f	orth in the proposal.
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customer agrees to the terms and conditions listed above and	a set fortif in the proposal.	First Day of Fiscal Year:
Customer Signature	Printed Name	Date

Rev 06/13/2017