



ESUCC

Executive Committee Meeting

Wednesday, March 4, 2015, 12:00 PM

ESU No. 11 412 West 14th Avenue Holdrege, NE with DL at ESU 1, 5, 6, 10, 13, 18, 6949
South 110th Street, LaVista, NE 68128

Attendance Taken at 12:23 PM.

Beatty ESU 16:	Present
Gegg ESU 05:	Present
Jeff West (NE):	Absent
Dr Kraig Lofquist:	Present
Radford ESU 17:	Present

1. Call to Order
2. Roll Call
3. Agenda Item
 - 3.1. Executive Director Evaluation
 - 3.1.1. Staff Evaluations Template Consideration
 - 3.2. Lobbyist
 - 3.3. ESUCC Contract Management
 - 3.4. ESUCC/PDO Calendars 2015-2017
 - 3.5. Master Service Agreement

- 3.6. Auditor Invoice
- 3.7. NPERS Advisory Letter
- 3.8. ESU 13 Visit
- 3.9. Math/Science Partnership Grant - Next Steps
- 3.10. Contract Management - NVIS
4. Next Meeting Agenda Items
5. Executive Session
6. Adjournment



NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

Charlie Janssen
State Auditor

Charlie.Janssen@nebraska.gov

PO Box 98917
State Capitol, Suite 2303
Lincoln, Nebraska 68509
402-471-2111, FAX 402-471-3301
www.auditors.nebraska.gov

February 2, 2015

David M Ludwig
ESUCC Executive Director
ESUCC Office at ESU #3
6949 South 110th Street
LaVista, NE 68128

Dear Mr. Ludwig:

This serves as a **Final Bill** for work performed in relation to the audit of Educational Service Unit Coordinating Council for the fiscal year ended June 30, 2014.

Attached to this letter is an itemized listing of expenses incurred during the course of completing the audit.

TOTAL AMOUNT DUE \$ 29,971.05

Payment is due at this time, thank you for your attention to this matter. If you have any questions or concerns regarding this billing or the work performed, please do not hesitate to contact me.

Sincerely,

Mary Avery
Special Audits and Finance Manager
Phone 402-471-3686
mary.avery@nebraska.gov

Admin 43%
Coop 43%
SRS 6%
Blended 8% / 3

ESUCC FY2014

Slip Number	Employee ID	Name	Activity Code	Description	Actual Time	Hourly Rate	Expense Amount	Reference	Beginning Date
150710	6154215	DANIEL BALDWIN	1	Planning	4.00	\$ 37.50	\$150.00	7	10/1/2014
151073	6154215	DANIEL BALDWIN	1	Planning	2.00	\$ 37.50	\$75.00	7	10/16/2014
151790	6154215	DANIEL BALDWIN	2	Report/Mgmt Let	4.50	\$ 37.50	\$168.75	7	11/16/2014
152154	6154215	DANIEL BALDWIN	2	Report/Mgmt Let	9.50	\$ 37.50	\$356.25	7	12/1/2014
150711	6154215	DANIEL BALDWIN	10	Payroll	24.00	\$ 37.50	\$900.00	7	10/1/2014
151072	6154215	DANIEL BALDWIN	10	Payroll	25.00	\$ 37.50	\$937.50	7	10/16/2014
151430	6154215	DANIEL BALDWIN	10	Payroll	26.50	\$ 37.50	\$993.75	7	11/1/2014
151788	6154215	DANIEL BALDWIN	10	Payroll	17.00	\$ 37.50	\$637.50	7	11/16/2014
150712	6154215	DANIEL BALDWIN	11	Revenues	3.00	\$ 37.50	\$112.50	7	10/1/2014
151076	6154215	DANIEL BALDWIN	14	Travel	3.50	\$ 37.50	\$131.25	7	10/16/2014
150713	6154215	DANIEL BALDWIN	15	Expenditures	2.50	\$ 37.50	\$93.75	7	10/1/2014
151074	6154215	DANIEL BALDWIN	15	Expenditures	4.00	\$ 37.50	\$150.00	7	10/16/2014
151432	6154215	DANIEL BALDWIN	15	Expenditures	21.00	\$ 37.50	\$787.50	7	11/1/2014
151789	6154215	DANIEL BALDWIN	15	Expenditures	23.50	\$ 37.50	\$881.25	7	11/16/2014
151025	6154215	DANIEL BALDWIN	142	Expense - Meal Reimbursement			\$30.05	29924392	10/20/2014
151728	6154215	DANIEL BALDWIN	159	Expense - Lodging		Rodeway Inn	\$113.38	30075967	10/20/2014
150368	123926	DONALD DUNLAF	1	Planning	16.00	\$ 67.50	\$1,080.00	7	9/16/2014
150740	123926	DONALD DUNLAF	1	Planning	1.00	\$ 67.50	\$67.50	7	10/1/2014
151096	123926	DONALD DUNLAF	1	Planning	4.00	\$ 67.50	\$270.00	7	10/16/2014
151817	123926	DONALD DUNLAF	2	Report/Mgmt Let	1.00	\$ 67.50	\$67.50	7	11/16/2014
152182	123926	DONALD DUNLAF	2	Report/Mgmt Let	6.00	\$ 67.50	\$405.00	7	12/1/2014
150741	123926	DONALD DUNLAF	41	Manager Review	5.00	\$ 67.50	\$337.50	7	10/1/2014
151097	123926	DONALD DUNLAF	41	Manager Review	13.00	\$ 67.50	\$877.50	7	10/16/2014
151458	123926	DONALD DUNLAF	41	Manager Review	3.00	\$ 67.50	\$202.50	7	11/1/2014
151816	123926	DONALD DUNLAF	41	Manager Review	4.00	\$ 67.50	\$270.00	7	11/16/2014
152181	123926	DONALD DUNLAF	41	Manager Review	1.00	\$ 67.50	\$67.50	7	12/1/2014
152228	4376391	JENNA REIMERS	2	Report/Mgmt Let	4.00	\$ 31.00	\$124.00	7	12/1/2014
150459	4936424	KRYSTA MOLSEN	1	Planning	16.00	\$ 37.50	\$600.00	7	9/16/2014
151185	4936424	KRYSTA MOLSEN	2	Report/Mgmt Let	0.50	\$ 37.50	\$18.75	7	10/16/2014
151184	4936424	KRYSTA MOLSEN	11	Revenues	55.50	\$ 37.50	\$2,081.25	7	10/16/2014
151186	4936424	KRYSTA MOLSEN	14	Travel	7.00	\$ 37.50	\$262.50	7	10/16/2014
151187	4936424	KRYSTA MOLSEN	15	Expenditures	10.00	\$ 37.50	\$375.00	7	10/16/2014
151539	4936424	KRYSTA MOLSEN	15	Expenditures	54.00	\$ 37.50	\$2,025.00	7	11/1/2014
151023	4936424	KRYSTA MOLSEN	142	Expense - Meal Reimbursement			\$16.65	29881303	10/20/2014
151369	4936424	KRYSTA MOLSEN	159	Expense - Lodging		Rodeway Inn	\$98.26	29986634	10/20/2014
151538	4936424	KRYSTA MOLSEN	163	PS Audit Review	10.50	\$ 37.50	\$393.75	7	11/1/2014
152338	117972	PAT REDING	41	Manager Review	1.00	\$ 67.50	\$67.50	7	12/1/2014
150571	3551420	SARA LEBER	1	Planning	9.50	\$ 45.50	\$432.25	7	9/16/2014
150934	3551420	SARA LEBER	1	Planning	50.50	\$ 45.50	\$2,297.75	7	10/1/2014
151282	3551420	SARA LEBER	1	Planning	47.00	\$ 45.50	\$2,138.50	7	10/16/2014
151647	3551420	SARA LEBER	1	Planning	23.50	\$ 45.50	\$1,069.25	7	11/1/2014
152000	3551420	SARA LEBER	1	Planning	1.50	\$ 45.50	\$68.25	7	11/16/2014
151283	3551420	SARA LEBER	2	Report/Mgmt Let	4.50	\$ 45.50	\$204.75	7	10/16/2014
151650	3551420	SARA LEBER	2	Report/Mgmt Let	1.00	\$ 45.50	\$45.50	7	11/1/2014
152001	3551420	SARA LEBER	2	Report/Mgmt Let	33.50	\$ 45.50	\$1,524.25	7	11/16/2014
152373	3551420	SARA LEBER	2	Report/Mgmt Let	40.50	\$ 45.50	\$1,842.75	7	12/1/2014
151651	3551420	SARA LEBER	4	AIC Review	6.00	\$ 45.50	\$273.00	7	11/1/2014
152005	3551420	SARA LEBER	4	AIC Review	14.50	\$ 45.50	\$659.75	7	11/16/2014
152747	3551420	SARA LEBER	7	Receivables	7.00	\$ 45.50	\$318.50	7	12/16/2014
150935	3551420	SARA LEBER	11	Revenues	0.50	\$ 45.50	\$22.75	7	10/1/2014
151284	3551420	SARA LEBER	11	Revenues	9.50	\$ 45.50	\$432.25	7	10/16/2014
151649	3551420	SARA LEBER	11	Revenues	6.00	\$ 45.50	\$273.00	7	11/1/2014
152002	3551420	SARA LEBER	11	Revenues	3.50	\$ 45.50	\$159.25	7	11/16/2014

Slip Number	Employee ID	Name	Activity Code	Description	Actual Time	Hourly Rate	Expense Amount	Reference	Beginning Date
152374	3551420	SARA LEBER	11	Revenues	0.50	\$ 45.50	\$22.75	7	12/1/2014
151285	3551420	SARA LEBER	14	Travel	9.00	\$ 45.50	\$409.50	7	10/16/2014
150936	3551420	SARA LEBER	15	Expenditures	0.50	\$ 45.50	\$22.75	7	10/1/2014
151286	3551420	SARA LEBER	15	Expenditures	4.00	\$ 45.50	\$182.00	7	10/16/2014
151648	3551420	SARA LEBER	15	Expenditures	6.00	\$ 45.50	\$273.00	7	11/1/2014
152003	3551420	SARA LEBER	15	Expenditures	6.00	\$ 45.50	\$273.00	7	11/16/2014
152375	3551420	SARA LEBER	15	Expenditures	0.50	\$ 45.50	\$22.75	7	12/1/2014
151287	3551420	SARA LEBER	19	Fixed Assets	1.00	\$ 45.50	\$45.50	7	10/16/2014
151652	3551420	SARA LEBER	19	Fixed Assets	0.50	\$ 45.50	\$22.75	7	11/1/2014
152004	3551420	SARA LEBER	19	Fixed Assets	3.00	\$ 45.50	\$136.50	7	11/16/2014
151725	3551420	SARA LEBER	142	Expense - Meal Reimbursement		esucc	\$67.90	30075858	10/20/2014
151726	3551420	SARA LEBER	143	Expense - Mileage		esucc	\$315.84	30075858	10/20/2014
151367	3551420	SARA LEBER	159	Expense - Lodging		Rodeway Inn	\$188.97	29986634	10/20/2014
		Total to be Billed			672.00		\$29,971.05		

Final issued December 19, 2014.

Dated: 2/2/15

By: Mary Avery, APA Finance Manager



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Lincoln, NE 68509-4816
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Fax 402-471-9493
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February 20, 2015

To School Superintendents and ESU Administrators:

Re: Compensation and Fringe Benefits – Application to School Retirement

NPERS often receives questions from School Districts and Educational Service Units (hereinafter referred to as Schools) about compensation, fringe benefits and how they apply to the School Employees Retirement Plan. NPERS contacted David Powell at the Groom Law Group regarding the Federal laws for public plans. Mr. Powell is a tax attorney who performed NPERS' 2012 Compliance Audit and also performs legal work for NPERS on our IRS determination letters. This letter is provided to clarify some of the issues we have observed regarding the subject of compensation. We hope you will share it with your Boards, attorney, accountant, administrative staff, and other relevant parties who need to be aware of the tax issues related to compensation and retirement.

This information is not being offered as legal advice. It is being made available so you will understand how NPERS treats compensation and fringe benefits for retirement purposes. The Internal Revenue Code (IRC) as applied to public retirement plans is very complicated. The Public Employees Retirement Board (PERB) is concerned that some schools may not be following the IRC and could be jeopardizing the tax qualification of the School plan. The PERB and School Districts would not want this to happen.

NPERS would like to draw your attention to the following important points.

1. A plan that does not comply with the IRC may have its status as a qualified pension revoked by the IRS. A loss of qualified status has significant tax consequences for the plan, the schools, and the employees. Though qualification failures can in many cases be corrected, correction can be very costly.
2. A plan must operate in accordance with the terms of the laws that created the plan (enabling legislation). A plan that violates its enabling legislation does not comply with the IRC. The definition of "compensation" appears in both Nebraska Rev. Stat. 79-902 (35) and in Neb. Administrative Code Title 303, Chapter 13 (a/k/a as NPERS' Rule and Regulation #13). Schools should be remitting retirement contributions on compensation according to the laws.
3. A plan must be objective and "definitely determinable" to comply with the IRC. If the IRS cannot determine how the plan applies to each employee after reviewing all of the plan documents (i.e., statutes, rules and regulations, and employment contracts), then the plan may not be objective and definitely determinable. Thus, all employment contracts should be in writing, clear and consistent with the law.

4. Groom Law Group provided NPERS with a memorandum on "Treatment of Fringe Benefits as Compensation under the School Plan". The memo includes information on "fringe benefits" which are generally taxable unless a specific IRC exemption applies, but are not includible in compensation under NPERS. IRS Publication 15-B, though not legal authority, provides a list of both taxable and nontaxable "fringe benefits", as well as which fringe benefits can be paid for by pre-tax salary reduction under Section 125 plans. In general, health care benefits are considered "fringe benefits" and are not considered compensation under NPERS unless paid for by the employee through a Section 125 plan. Schools should be extremely cautious when contributing to an employee's health care, Section 125, 403(b) or 457(b) plans. Such contributions could have adverse tax consequences if not properly structured, particularly if employees are given an election.
5. Some Schools have a "flat salary" benefit structure. A "flat salary" is considered compensation for retirement purposes because all employees receive the same amount of compensation paid to them to use for any purpose. The employer should make the decision to provide a "flat salary" and there should be no choice by the employee to receive it. The employer may not offer an employee a choice or election between a "flat salary" or a "fringe benefit stipend", because the "flat salary" qualifies as compensation for retirement contributions and benefits, while the "fringe benefit stipend" does not. Under IRC rules, a public employer may not give an employee a choice of cash or a tax deferred contribution to a retirement plan unless it is through a Section 125, 403(b) or 457(b) plan, and NPERS is not such a plan. Similarly, if an employee is given an election to take cash in lieu of other benefits such as health care this would be taxable to the employee because an employee has a choice between health care or a cash payment, unless it is done meeting the requirements of a Section 125 plan. However, when doing so, if the contribution to the Section 125 plan is "mandatorily deposited at the employer's direction" into the Section 125 Plan, it is not includible as compensation for NPERS retirement benefit or contribution purposes. Please keep this in mind when you are negotiating benefits for employee contracts.
6. School districts should have a separate, written plan document for their Section 125 plans. Contributions to Section 125, 403(b) and 457 plans are considered compensation by NPERS under Nebraska law if the amounts are voluntarily elected by the employee and contributed from the employee's salary, not by the employer. NPERS' Rule & Regulation #13 excludes compensation amounts contributed to Section 125, 403(B) and 457 plans mandatorily deposited at the direction of the employer. Contributions to a 403(b) plan made by the employer as part of a contract to purchase an annuity for an employee are not "voluntarily contributed at the member's direction" and are not includible in compensation for retirement purposes.
7. Nebraska law does not allow Schools to pay employee retirement contributions for them to NPERS other than deducting them from the employee's salary.
 - a. Nebraska law states:
 - i. *Employees shall deposit* nine and seventy-eight hundredths percent of compensation into the School Retirement Fund;

- ii. *Schools (employers) shall deposit* one hundred one percent of employee contributions into the School Retirement Fund;
 - iii. *Schools (employers) shall pick up* these contributions *by a compensation deduction through a reduction in the cash compensation* of the employees;
 - iv. *Schools (employers) shall pick up* the member contributions made *through irrevocable payroll deduction authorizations*; and
- b. The law says “shall”, not “may”. Employees must pay their own retirement contributions. Thus, Schools should not pay an employee’s retirement contributions into the plan without deducting them from salary. If Schools are engaging in this practice, they should stop as soon as possible in order to comply with Nebraska law. Schools should not allow this to be negotiated into employment contracts.
8. Schools should conduct their own internal audits to ensure they are complying with both Nebraska law and the IRC. Schools should advise their accountants to audit retirement contributions and make sure that only those items that are includible under compensation for purposes of the State and Federal laws and those employees eligible to participate under State law are being reported and contributed. The most common mistakes we see at NPERS are including ineligible employees or not including eligible employees in the plan, and misreporting fringe benefits and expenses in compensation. This causes reporting issues for Schools, the employees and NPERS; as well as unnecessary work to correct the problems. It is important that Schools are auditing these items every year.
9. Schools should consult with their attorney(s) and tax advisor(s) to determine if they are complying with State and Federal laws. The Schools, not NPERS, are responsible for properly reporting taxable wages to the IRS, performing income tax withholding, and paying FICA. Schools should take steps to insure their contracts, withholding, and reporting of compensation and retirement contributions are following the law. Schools failing to satisfy their responsibilities may be subject to tax consequences, including back taxes, fines and penalties.

If you have questions or would like to receive a copy of the Groom Law Group memorandum, please contact me or NPERS’ attorney, Orron Hill at 402-471-2053. Protecting the tax qualification status of the School plan is important to the Schools, the employees and the State. Thank you for helping us to do so.

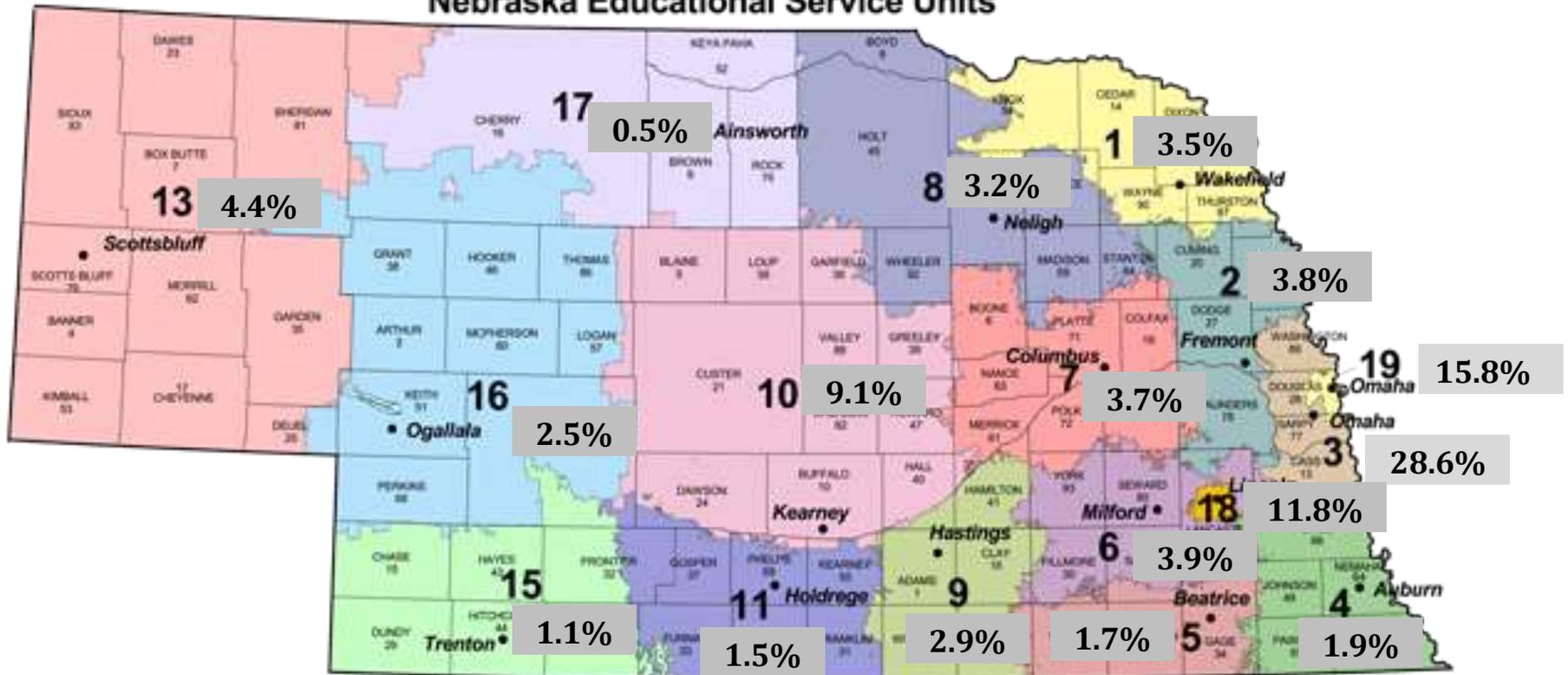
Sincerely,



Phyllis G. Chambers
Director

cc: Denis Blank, PERB Chairman
Senator Jeremy Nordquist, Legislative Retirement Committee Chairman
Dr. Michael Dulaney, Nebraska Council of School Administrators

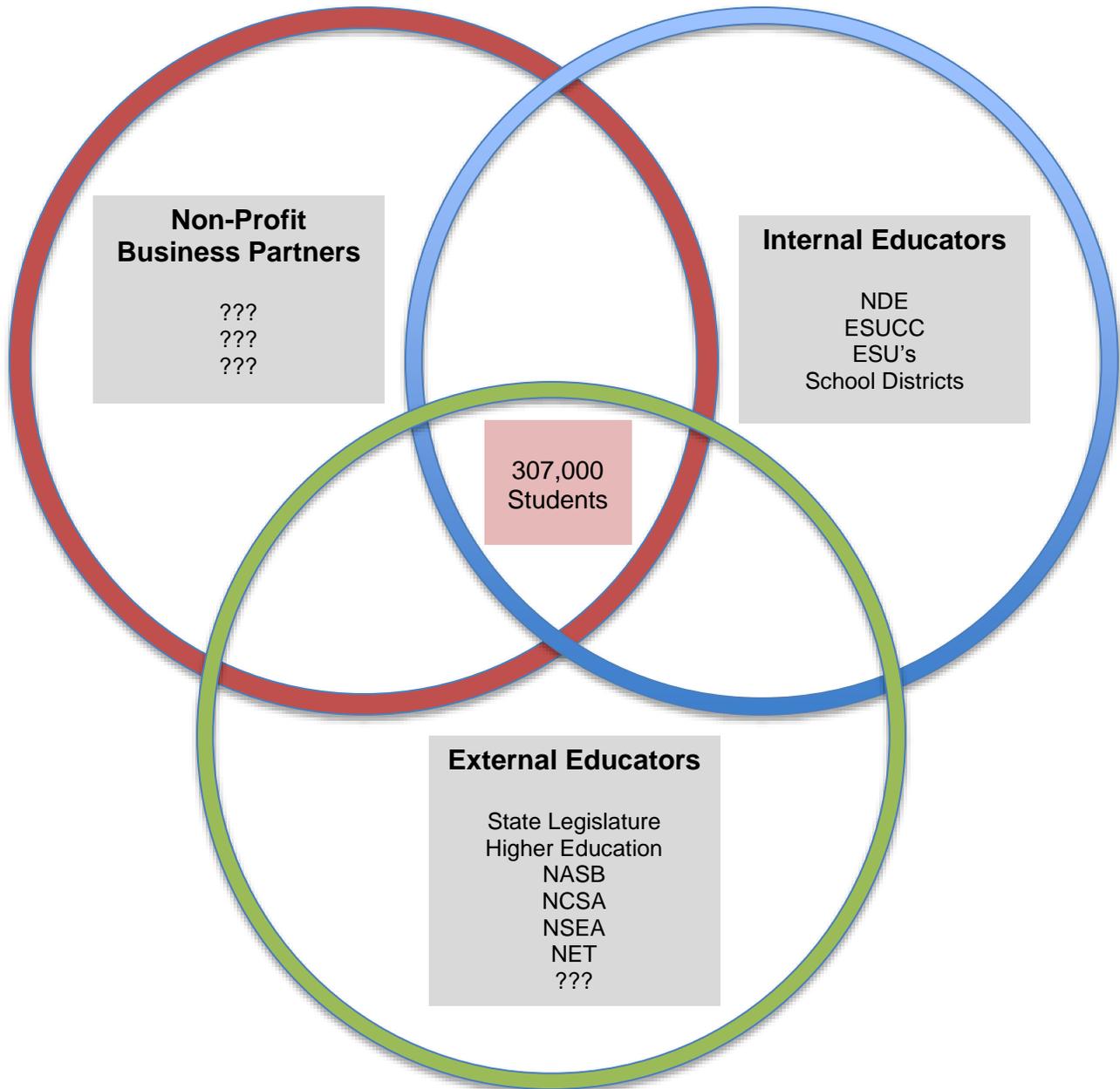
Nebraska Educational Service Units



ESU	Student Count	Percent
ESU 1	11374	3.5%
ESU 2	12414	3.8%
ESU 3	94202	28.6%
ESU 4	6287	1.9%
ESU 5	5686	1.7%
ESU 6	12977	3.9%
ESU 7	12169	3.7%
ESU 8	10506	3.2%

ESU 9	9627	2.9%
ESU 10	30042	9.1%
ESU 11	4990	1.5%
ESU 13	14488	4.4%
ESU 15	3705	1.1%
ESU 16	8294	2.5%
ESU 17	1575	0.5%
ESU 18	38978	11.8%
ESU 19	51928	15.8%
Total Student Count	329242	100.0%

Nebraska Statewide School Community



**Statewide Educational Technology Plan
January 2015**

12/16/2014 Drafters: Dave Ludwig, Bob Uhing, Mike Danahy, Jordan Clark, Ron Cone, Ben Anthony, Scott Isaacson

Purpose: (DRAFT) To support the Nebraska BlendEd and Educational Data initiatives with a Cloud Learning Environment where applications and resources are easy to access and work seamlessly together by securely sharing data.

To provide statewide leadership and resources for the Nebraska BlendEd and Educational Data initiatives with a Cloud Learning Environment where applications and content are easy to access and work seamlessly together through securely sharing data.

	Project Deliverables	Progress Updates	Person(s) Responsible	Completion Date
Cloud Learning Environment				
MOU	Submit draft to Karen Haase for legal review; IlliniCloud is OK with draft Review with ESUCC Technology Committee ESUCC Presentation/Demo ESUCC Board Approval			12-18-14 1-7-15 4-8-15 2-5-2015 February 5, 2015
Single Sign On (Identity Management)	Implement multi-tenant IdP for pilot districts & ESUs, using local districts' existing directories/authentication mechanisms Full statewide implementation			2-15-2015 January 2016 ???
K-12 Federation	Ability to federate with other states and outside vendors Key components developed with Scott, Mike, Jordan, Ben, Ron			January 2016 ???
Student Privacy	COSN data privacy toolkit. Join COSN. Include within the 15-16 MSA. Call for statewide quote for membership within the 2015-16 MSA (Ludwig)			March 2015 January February 2015
Statewide Support Model	Cooperation with the development of the Cloud. Data Dashboard support will enhance this approach. Additional FTE or restructured FTE to be determined.			In development with statewide efforts. March 2015

Statewide Data Centers (ESU 2 and 10 +) Statewide Infrastructure/Backup/Redundancy	ESU 3 may be difficult to consider due in part to their partial membership with Network NE. An RFP is in place for possible full-bandwidth membership. Consideration to be provided for ESU 18 and 19 - investigate willingness to participate and connectivity to Network NE..... Design initial OpenStack environment OpenStack test environment live in 2 data centers..... Production OpenStack environment live in 2 data centers Addition of 3rd data center to production environment			3-2015 1-2015 1-2015 2-15-2015 6-1-2015 late 2015
Security Plan	CISSP Notebook. The Technology Team of 5 technicians to manage in sections statewide. Determine certification for CISSP of staff statewide. NITC is currently working on security issues.			Ongoing
Vendor Management	Scott Isaacson and Dean Folkers are attending a conference January 13/14, 2015. Active ESUCC engagement process of Vendor Management to be developed.			January 2015 February 2015 with the Executive Committee
ICE Conference - Feb 24-26	The Four Technicians will attend.			February 2015
Production Demonstrator (June ???)	Necessary for grant funding sources			June 2015
Portal System	Install uPortal with IlliniCloud extensions for pilot districts & ESUs			2-15-2015
Cost Analysis -	Develop a cost analysis for the statewide projects related to the Illini Cloud project. (Data center space, hardware, network connectivity, software licenses, staffing)			February 2015
Branding/Marketing	Five Technicians develop a one-page talking document for ESU Administrators, affiliates, NDE, and School Districts			1-7-15
Data Dashboard				
Student Information Systems - Vendor Management				

Power School (Statewide Model)	Discuss within the ESUCC Technology Meeting on 12-19-14. Target PowerSchool hosting integration into NE Cloud (future)			12-19-14 Summer 2016
Infinite Campus				
School Master				
SIMS (ESU 3)				
Go Edustar				
???				
Nebraska Repository for Online Blended Learning				
	Blended Learning Graphic (PDF) Closing the Gap: Turning SIS/LMS Data into Action Report (PDF) Financial support TBD by the legislature -			Ongoing
Learning Object Repository				
	Still in implementation stage, ongoing work and negotiations			2015 - 2016
Safari Contract Negotiations	Complete basic 2014-15 support agreement Determine needs and negotiate 2-year agreement for 2015-2017			12-31-2014 3-31-2015
Safari Implementation	Connect to SSO federation, CAS, LDAP or local accounts Google authentication			3-31-2015 TBD
Content to fill LOR? added by Ron	resources and/or statewide subscription service(s) [videos, ebooks, etc.]		IMAT	
Learning Management System				
	Canvas; Schoology; Blackboard; Moodle will determine statewide support			March 2015

Items for discussion:

- Long-range plan (long-term purpose and sustainability)
- Cost-sharing plan
- Statewide purchase protocol
- Identification of resources/needs protocol (personnel & product)
- Administrative password management & coordination (LastPass)
- LOR content
- Skills inventory, staffing needs

ESUCC – ESU 10

Agreement for Application Development & Website Updates

January 28, 2015

This agreement is entered into by and between Educational Service Unit 10 (ESU 10), 76 Plaza Blvd., P.O. Box 850, Kearney, Nebraska 68848 and ESUCC, 455 South 11th St., Ste. C, Lincoln, NE 68508 for the purpose of providing mutually agreed upon service and support for issues and items related to websites and hosted services.

In exchange for the dollar amount below, **ESU 10 agrees to:**

1. Develop hosted application and website as detailed within the project estimate or scope of work

All other software maintenance and development projects for websites and web applications will be determined through estimation and budgeting process (using the attached or similar form) and will be mutually agreed upon before service is delivered.

ESUCC agrees to be responsible for:

1. Identifying a primary point of contact (POC) and to communicate all service requests through the POC to ESU 10.
2. Request web changes with a formal change request with the understanding that additions to the existing agreement are not covered by the fees. (See change request form.)

Fees for services provided by ESU 10:

NVIS Clearinghouse Application Development	\$9,690
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Other Costs:

Additional Programming - \$85 per Hour

This agreement shall be binding upon the successors and assigns of the parties hereto, and shall be construed in accordance with the laws of the state of Nebraska. ESU 10 and ESUCC reserve the right to terminate any and all contracts with a ninety (90) day notice.

Educational Service Unit 10

ESUCC

Approved by: _____

Approved by: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

Primary Point of Contact

Name

Address

City, State, Zip

Work Phone

Cell Phone

FAX Number

Email Address

Secondary Point of Contact

Name

Address

City, State, Zip

Work Phone

Cell Phone

FAX Number

Email Address

Project Estimates for Software Development

Work Items	Hours	Cost
1. Cosmetic Update	12	\$1020
2. Virtual Field Trip Updates	30	\$2550
3. Virtual Field Trip Subscription Support	20	\$1700
4. Virtual Field Trip Notification Application	8	\$680
5. Notification Tracking Support	24	\$2040
6. Integration of Identity Management	20	\$1700
	<hr/> 114	<hr/> \$9690

Projected completion time – March 25, 2015