

Catskill Hudson Area Health Education Center

Website Statement of Work for Gameface Web Design, LLC (Kingston, NY): December 1, 2008

HOSTING: CHAHEC will pay Gameface an annual fee of \$250.00 per year for hosting management associated with the Drupal platform. The most current Drupal version (6.x) will be used if required contributed modules permit. Otherwise, the 5.x platform will be used. To initiate hosting, Gameface will create the technical infrastructure, facilitate domain transfer(s), and perform testing associated with the creation of a new CHAHEC web site. All Drupal core security updates will be implemented within a reasonable period of time (24-48 hours after the release of a security upgrade), and relevant module updates within 5-7 working days from date of release.

1. PHASES OF WORK: The following costs are associated with phases of work, proceeding for the most part in sequence. NOTE: Full project specifications may vary, resulting in possible changes to the amount budgeted. The bid below is “not-to-exceed”. To minimize the cost of the project, variable sections are marked in italics, and any unused funds will be deducted from the balance of payment.

A. SITE PLANNING: CHAHEC will pay Gameface \$375 to finalize and detail the workplan using an online project management system.

B. SITE DESIGN: CHAHEC will pay Gameface \$3,000 to design a new CHAHEC site, based on design and functional specifications above. For the home page and an inside page, Gameface will create 2 graphic design comps and CHAHEC will provide comments accordingly.

C. MODULE CONFIGURATION: CHAHEC allocates \$844 to pay Gameface to implement, configure and test all modules required in support of the site planning and requirements specified in RFP prepared by Catskill Hudson AHEC (excluding those related to Store and Events, noted below). Unused funds will be deducted from the balance of payment.

D. DESIGN CODING (“THEMING”): CHAHEC will pay Gameface \$2156 to code the approved graphic designs for the home page and interior pages of the site.

E. STORE BUILDING: CHAHEC will pay Gameface \$1313 to build and configure a shopping cart system for the sale of all products (registrations, access passwords, downloadable products, etc.) specified above, and test the system with CHAHEC’s supported payment gateway.

F. EVENT MANAGEMENT SYSTEM: CHAHEC will pay Gameface \$938 to build and configure an event management system with form, calendar and list views, integrated with the online store.

G. QUALITY ASSURANCE & MANUAL: CHAHEC will allocate \$1219 for a review, testing and modifications period. At a minimum, review meetings, change orders and a site management manual will be generated during this period, although the scope of changes will vary according to CHAHEC staff requirements. Unused funds will be deducted from the balance of payment.

- 3. CHAHEC Staff Training:** Gameface will provide 2 half-days of training to the CHAHEC staff at a rate of \$375 per half day.

TOTAL BUDGET (Including Hosting and ½ Day Training): **\$10,845**

PAYMENT TERMS: 50% down-payment, 50% on satisfactory completion.

DOWNPAYMENT REQUIRED TO BEGIN WORK: \$5,422.50

WORK AUTHORIZATION

Representative, Catskill Hudson Area Health Education Center

Date

Bram Moreinis

Bram Moreinis, Gameface Web Design, LLC

12/1/2008

Date

Please make checks payable to Gameface Web Design.

APPENDIX 1: Itemized Cost Spreadsheet

Task	Fee
Hosting, 1 Year	\$250
Site Planning	\$375
Site Design	\$3,000
Design Coding (Theming)	\$2,156
Training: \$375 per half day X 2	\$750
Store Building	\$1,313
Event Management System	\$938
Module Configuration	\$844
Quality Assurance & Site Manuals	\$1,219
	\$10,845