

ACSESS

Alliance of Crop, Soil, and Environmental Science
Societies

Service Specification For National Association of Plant Breeders (NAPB).

Presented by:

Ian Popkewitz

Director of It/Operations

Alliance of Crop, Soil and Environmental Science Societies (ACSESS)

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Service Specification

Introduction

ACSESS will set up and maintain NAPB paid membership system. This SOW is good for 12 months from the time it is implemented, then a new SOW will need to be signed for the following year.

Services offered

ACSESS will set up products and an ecommerce system for NAPB membership payments, all payments will be Credit Cards on the web and flow directly into NAPB paypal system.
 ACSESS will send out 24 email reminders (2 per month) for membership renewals annually.
 Updates to emails after initial approval will be charge at \$125/hour.
 Create 3 Pick Lists for areas of interest
 Includes 12 hours of customer service annually
 Includes Quarterly Membership Reports
 Includes 12 hours of Accounting Services annually

Fees, payments, and service terms

The Setup fee will be \$15,000.00.

Total service payment	Fees	Service term	Payment schedule	Primary contact at ACSESS
\$15,000.00 Set Up Fee.	N/A	Net 30	When membership renewal form is set up invoice will be sent. This form will include a donation line as well so monetary donations can be made to NAPB using it.	Ian Popkewitz
\$26.00/per member	N/A	Net 30	\$26.00/per member ACSESS will charge based on NAPB members in database as of January 2 nd each year.	Ian Popkewitz

Privacy statement


The agreement is confidential and proprietary. No information regarding this agreement should be shared outside of ACSESS and NAPB.

Additional Services.

In the event additional services are requested by the NAPB, ACSESS will issue a new statement of work covering such additional services and the additional costs to NAPB. If any of the outlined hours are exceeded NAPB will be charged \$125/hour for any overages.

Signatures.

Ellen Bergfeld, CEO Date
ACSESS

 _____ 4-21-15
Barry Tillman, President Date
NAPB