



**Reprinted  
Purchase Order  
No. 2024-00000198**

**DATE 03/28/2024**

**Ph. (970) 244-1546**

**Fax**

**Ship To** City of Grand Junction  
Parks & Recreation - Admin  
1340 Gunnison Ave  
GRAND JUNCTION, CO 81501

**Bill To** City of Grand Junction  
Parks & Recreation - Admin  
1340 Gunnison Ave  
GRAND JUNCTION, CO 81501

**Vendor**  
VENDOR NO.5052  
Carahsoft Technology Corporation  
ACH  
11493 Sunset Hills Road  
Suite 100  
Phone: (703) 581-6800

**PAGE 1 of 1  
SHIP VIA  
DELIVER BY  
FREIGHT TERMS  
Payment Terms: Net 30 Days  
Buyer Name: Kassandra Nelson  
Buyer Email: kassyh@gjcity.org**

Ref: Quote #42724390. NASPO Master Contract Number: AR2472

QUANTITY	UNIT	DESCRIPTION	STATUS	UNIT COST	TOTAL COST
1.0000	Lump Su	CONTRACT SERVICES - Park Maintenance Software 100-710-385-380.7900_07 - Operating Equip_Operating Capital Plan 99,756.71	Open	99,756.7100	\$99,756.71
<b>PURCHASE ORDER TOTAL</b>					<b>\$99,756.71</b>

**Special Instructions:**PURCHASE ORDER No. MUST APPEAR ON ALL INVOICES, SHIPPERS, PACKAGES, CORRESPONDENCE  
**Tax Exempt No. 98-03544**

By: \_\_\_\_\_



# Statement of Work

City of Grand Junction, CO

Creation Date: 6/26/2024  
Document Number: PS-04186  
Version Number: 2  
Created by: Jennifer Nordin

## Table of Contents

<b>1. Overview and Approach</b>	<b>3</b>
1.1. Agreement	3
<b>2. Statement of Work</b>	<b>3</b>
2.1. Project Scope	3
2.2. Facilities and Hours of Coverage	4
2.3. Key Assumptions	4
2.4. Exclusions	4
2.5. OpenGov Responsibilities	5
2.5.1. Activity 1 – Project Management	5
2.5.2. Activity 2 – Initialization	5
2.5.3. Activity 3 – OpenGov Domains	6
2.5.4. Activity 4 – Training	6
2.6. Your Responsibilities	7
2.6.1. Your Project Manager	7
2.7. Completion Criteria	7
2.8. Estimated Schedule	8
2.9. Illustrative Project Timelines	8
2.10. Charges	8
2.11. Offer Expiration Date	8
<b>Appendix A: Engagement Charter</b>	<b>9</b>
A-1: Communication and Escalation Procedure	9
A-2: Change Order Process	9
A-3: Deliverable Materials Acceptance Procedure	10
<b>Appendix B: Implementation Activities</b>	<b>11</b>

# 1. Overview and Approach

## 1.1. Agreement

This Statement of Work (“SOW”) identifies services that OpenGov, Inc. (“OpenGov” or “we”) will perform for City of Grand Junction, CO (“Customer” or “you”) pursuant to that order for Professional Services entered into between OpenGov and the Customer (“Order Form”) which references the Master Services Agreement or other applicable agreement entered into by the parties (the “Agreement”).

- Customer acknowledges and agrees that this Statement of Work is subject to the confidentiality obligations set forth in the Agreement between OpenGov and Customer.
- The Deliverables listed in Appendix B are the single source of the truth of the deliverables to be provided.
- Customer’s use of the Professional Services is governed by the Agreement and not this SOW.
- Upon execution of the Order Form or other documentation referencing the SOW, this SOW shall be incorporated by reference into the Agreement.
- In the event of any inconsistency or conflict between the terms and conditions of this SOW and the Agreement, the terms and conditions of this SOW shall govern with respect to the subject matter of this SOW only. Unless otherwise defined herein, capitalized terms used in this SOW shall have the meaning defined in the Agreement.
- This SOW may not be modified or amended except in a written agreement signed by a duly authorized representative of each party.
- OpenGov will be deployed as is, Customer has access to all functionality available in the current release.

## 2. Statement of Work

This SOW is limited to the Implementation of the OpenGov Enterprise Asset Management as defined in the OpenGov Responsibilities section of this document ([Section 2.4](#)). Any additional services or support will be considered out of scope.

### 2.1. Project Scope

Under this project, OpenGov will deliver cloud based Enterprise Asset Management solutions to help the Customer power a more effective and accountable government. OpenGov's estimated charges and schedule are based on performance of the activities listed in the “OpenGov Responsibilities” section below. Deviations that arise during the project will be managed through the procedure described in Appendix A-2: Project Change Control Procedure, and may result in adjustments to the Project Scope, Estimated Schedule, Charges and other terms. These adjustments may include charges on a time-and-materials or fixed-fee basis using OpenGov’s standard rates in effect from time to time for any resulting additional work or waiting time.

## 2.2. Facilities and Hours of Coverage

OpenGov will:

- A. Perform the work under this SOW remotely, except for any project-related activity which OpenGov determines would be best performed at your facility in order to complete its responsibilities under this SOW.
- B. Provide the Services under this SOW during normal business hours, 8:30am to 6:00pm local time, Monday through Friday, except holidays.

## 2.3. Key Assumptions

The SOW and OpenGov estimates are based on the following key assumptions. Deviations that arise during the proposed project will be managed through the Project Change Control Procedure (see Appendix A-2), and may result in adjustments to the Project Scope, Estimated Schedule, Charges, and other terms.

Per

- A. The OpenGov Suites are not customized beyond current capacities based on the latest release of the software.
- B. Individual software modules are configured based on discussions between OpenGov and Customer.
- C. Enterprise Asset Management
  - i. OpenGov will provide all services remotely via audio; video; and web conferences unless otherwise noted.
  - ii. OpenGov assumes that the customer is responsible for performing quality control measures on its data in EAM.
  - iii. OpenGov assumes that the customer is responsible for testing its workflows, automations, integrations, and configurations within the EAM and will update the configurations as part of its testing and training activities.
  - iv. OpenGov assumes that the customer accepts EAM upon the completion of the go-live event

## 2.4. Exclusions

The following service items are not included in the scope of this project:

- A. Implementation of any custom modification or integration developed by OpenGov; your internal staff; or any third-party is not included in the scope of this project unless specifically listed in Appendix B.
- B. Data conversion services from other software system(s) or sources (including Navigator databases) are not included in the scope of this project unless specifically listed in Appendix B.
- C. Any service items discussed during demonstrations; conference calls; or other events are not included in the scope of this project unless specifically listed in Appendix B.

## 2.5. OpenGov Responsibilities

### 2.5.1. Activity 1 – Project Management

OpenGov will provide project management for the OpenGov responsibilities in this SOW. The purpose of this activity is to provide direction to the OpenGov project personnel and to provide a framework for project planning, communications, reporting, procedural and contractual activity. This activity is composed of the following tasks:

#### **Planning**

OpenGov will:

- A. review the SOW, contract and project plan with Customer’s Project Manager and key stakeholders to ensure alignment and agreed upon timelines;
- B. maintain project communications through your Project Manager;
- C. establish documentation and procedural standards for deliverable Materials; and
- D. Collaborate with your Project Manager to prepare and maintain the project plan for the performance of this SOW which will include the activities, tasks, assignments, and project milestones.

#### **Project Tracking and Reporting**

OpenGov will:

- A. review project tasks, schedules, and resources and make changes or additions, as appropriate. Measure and evaluate progress against the project plan with your Project Manager;
- B. work with your Project Manager to address and resolve deviations from the project plan;
- C. conduct regularly scheduled project status meetings; and
- D. administer the Project Change Control Procedure with your Project Manager.

#### **Completion Criteria:**

This is an on-going activity which will be considered complete at the end of the Services contract.

#### **Deliverable Materials:**

- Weekly status reports
- Project plan
- Project Charter
- Risk, Action, Issues and Decisions Register (RAID)

### 2.5.2. Activity 2 – Initialization

OpenGov will provide the following:

- A. Customer Entity configuration

- B. System Administrators creation
- C. Solution Blueprint creation
- D. Data Validation strategy confirmation

**Completion Criteria:**

This activity will be considered complete when:

- Customer Entity is created
- System Administrators have access to Customer Entity
- Solution Blueprint is presented to Customer

**Deliverable Materials:**

- Solution Blueprint
- Sign-off of Initial Draft Solution Blueprint

### 2.5.3. Activity 3 – OpenGov Domains

OpenGov will provide the following:

Enterprise Asset Management Domains

- A. Custom assets: open space (3), cemeteries (3), irrigation (5), greenhouses, and boat ramps.

**Completion Criteria:**

This activity will be considered complete when:

- Instance setup is completed
- Requirements Gathering is completed
- Start up Data is loaded
- Asset Installation in completed

**Deliverable Materials:**

- Formal sign off document

### 2.5.4. Activity 4 – Training

Training will be provided in instructor-led virtual sessions or through OpenGov University Training courses. For any instructor-led virtual sessions, the class size is recommended to be 10, for class sizes larger than 10 it may be necessary to have more than one instructor.

**Completion Criteria:**

- Software training is delivered

**Deliverable Materials:**

- Formal sign off document

## 2.6. Your Responsibilities

The completion of the proposed scope of work depends on the full commitment and participation of your management and personnel. The responsibilities listed in this section are in addition to those responsibilities specified in the Agreement and are to be provided at no charge to OpenGov. OpenGov's performance is predicated upon the following responsibilities being managed and fulfilled by you. Delays in performance of these responsibilities may result in delay of the completion of the project and will be handled in accordance with Appendix A-1: Project Change Control Procedure.

### 2.6.1. Your Project Manager

Prior to the start of this project, you will designate a person called your Project Manager who will be the focal point for OpenGov communications relative to this project and will have the authority to act on behalf of you in all matters regarding this project.

Your Project Manager's responsibilities include the following:

- A. manage your personnel and responsibilities for this project (for example: ensure personnel complete any self-paced training sessions, configuration, validation or user acceptance testing);
- B. serve as the interface between OpenGov and all your departments participating in the project;
- C. administer the Project Change Control Procedure with the Project Manager;
- D. participate in project status meetings;
- E. obtain and provide information, data, and decisions within five (5) business days of OpenGov's request unless you and OpenGov agree in writing to a different response time;
- F. resolve deviations from the estimated schedule, which may be caused by you;
- G. help resolve project issues and escalate issues within your organization, as necessary; and
- H. create, with OpenGov's assistance, the project plan for the performance of this SOW which will include the activities, tasks, assignments, milestones and estimates.

## 2.7. Completion Criteria

OpenGov will have fulfilled its obligations under this SOW when any of the following first occurs:

- A. OpenGov accomplishes the activities set forth in "OpenGov responsibilities" section and delivers the services in Appendix B as listed, if any; or
- B. The End date is reached

## 2.8. Estimated Schedule

OpenGov will schedule resources for this project upon signature of the order form. Unless specifically noted, the OpenGov assigned project manager will work with Customer Project Manager to develop the project schedule for all requested deliverables under this SOW. OpenGov reserves the right to adjust the schedule based on the availability of OpenGov resources and/or Customer resources, and the timeliness of deliverables provided by the Customer.

The Services are currently estimated to start within two (2) weeks but no later than four (4) weeks from signatures and have an estimated end date of nine months after signatures (“End Date”) or on other dates mutually agreed to between you and OpenGov.

## 2.9. Illustrative Project Timelines

The typical project timelines are for illustrative purposes only and may not reflect your use cases.

Enterprise Asset Management Suite Illustrative Timeline		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8
Integrations / Conversions									
Enterprise Asset Management	Define and Plan								
	Design								
	Build and Test								
	Deliver								
GoLive Support	GIS								
	Hypercare								

Timeline is dependent on the number of phases and other factors. Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase.

## 2.10. Charges

The Services will be conducted on a Fixed Price basis. This fixed price is exclusive of any travel and living expenses and other reasonable expenses incurred in connection with the Services. All charges are exclusive of any applicable taxes.

Customer shall reimburse OpenGov for reasonable out-of-pocket expenses OpenGov incurs providing Professional Services. Reasonable expenses include, but are not limited to, travel, lodging, and meals. Expenses are billed based on actual costs incurred. OpenGov shall not exceed the estimated \$4,800 expenses without written approval from the Customer.

## 2.11. Offer Expiration Date

This offer will expire on April 31, 2024 unless extended by OpenGov in writing.

# Appendix A: Engagement Charter

## A-1: Communication and Escalation Procedure

Active engagement throughout the implementation process is the foundation of a successful deployment. To help assess progress, address questions, and minimize risk during the course of deployment both parties agree to the following:

- **Regular communication** aligned to the agreed upon project plan and timing.
  - OpenGov expects our customers to raise questions or concerns as soon as they arise. OpenGov will do the same, in order to be able to address items when known.
- **Executive involvement**
  - Executives may be called upon to clarify expectations and/or resolve confusion.
  - Executives may be needed to steer strategic items to maximize the value through the deployment.
- **Escalation Process:**
  - OpenGov and Customer agree to raise concerns and follow the escalation process, resource responsibility, and documentation in the event an escalation is needed to support issues raised
    - Identification of an issue impeding deployment progress, outcome or capturing the value proposition, that is not acceptable.
    - Customer or OpenGov Project Manager summarizes the problem statement and impasse.
    - Customer and OpenGov Project Managers jointly will outline solution, acceptance or schedule Executive review.
    - Resolution will be documented and signed off following Executive review.
- **Phase Sign-Off**
  - OpenGov requests sign-offs at various stages during the implementation of the project. Once the Customer has signed-off, any additional changes requested by Customer on that stage will require a paid change order for additional hours for OpenGov to complete the requested changes.

## A-2: Change Order Process

This SOW and related efforts are based on the information provided and gathered by OpenGov. Customers acknowledge that changes to the scope may require additional effort or time, resulting in additional cost. Any change to scope must be agreed to in writing or email, by both Customer and OpenGov, and documented as such via a:

- *Change Order* - Work that is added to or deleted from the original scope of this SOW. Depending on the magnitude of the change, it may or may not alter the original contract amount or completion date and be paid for by Customer. Changes might include:
  - Timeline for completion
  - Sign off process
  - Cost of change and Invoice timing
  - Amending the SOW to correct an error.

- o Extension of work as the complexity identified exceeds what was expected by Customer or OpenGov.
- o Change in type of OpenGov resources to support the SOW.

### A-3: Deliverable Materials Acceptance Procedure

Deliverable Materials as defined herein will be reviewed and accepted in accordance with the following procedure:

- The deliverable Material will be submitted to your Project Manager.
- Your Project Manager will have decision authority to approve/reject all project Criteria, Phase Acceptance and Engagement Acceptance.
- Within five (5) business days of receipt, your Project Manager will either accept the deliverable Material or provide OpenGov’s Project Manager a written list of requested revisions. If OpenGov receives no response from your Project Manager within five (5) business days, then the deliverable Material will be deemed accepted. The process will repeat for the requested revisions until acceptance.
- All acceptance milestones and associated review periods will be tracked on the project plan.
- Both OpenGov and Customer recognize that failure to complete tasks and respond to open issues may have a negative impact on the project.
- For any tasks not yet complete, OpenGov and/or Customer will provide sufficient resources to expedite completion of tasks to prevent negatively impacting the project.
- Any conflict arising from the deliverable Materials Acceptance Procedure will be addressed as specified in the Escalation Procedure set forth in Appendix A-1. As set forth in the “Customer Delays” provision of the Agreement, if there are extended delays (greater than 10 business days) in Customer’s response for requested information or deliverable; OpenGov may opt to put the project on an "On Hold" status. After the Customer has fulfilled its obligations, Professional Services can be resumed and the project will be taken off the "On-Hold" status.
- Putting a project “on Hold” may have several ramifications including, but not restricted, to the following:
  - o Professional Services to the customer could be stopped;
  - o Delay to any agreed timelines; or
  - o Not having the same Professional Services team assigned.

# Appendix B: Implementation Activities

## Setup

OpenGov will:

- Setup a hosted, sandbox and production OMS environment.
- Provide an overview, up to two (2) hours, of OpenGov and ArcGIS Online user-based logins and User/Role functionality.
- Provide a template file to be utilized by your staff to populate Roles and Users to be utilized for OMS.
- Utilize the template to create users and roles in OMS. (Note: Subsequent User and/or Role changes will be your administrator's responsibility.)
- Provide documentation and guidance, up to four (4) hours, for your technical GIS staff to configure Esri Basemap Services for OMS integration. Guidance will be geared towards OMS/Esri integration functionality and requirements.
- Setup the OMS Platform, including the Request, Work, Resource, and Asset Management areas of the software. *Asset Management solutions will be setup for all solutions referenced in the Assets section of the scope unless otherwise noted.*

## Requirements Gathering

OpenGov will

- Provide a two-day (2-day) onsite requirement gathering workshop to increase our understanding of your business and functional goals. Through workshops and interviews, OpenGov will identify best fit scenarios for OMS and provide a brief including any challenges as well as recommendations for OMS best practices relevant to your implementation.

## Configurations

OpenGov will:

- Provide configuration services, including:
  - o Up to ten (10) custom fields and up to two (2) custom layouts per asset type listed in the Assets section below
  - o Up to thirty (30) custom fields and up to ten (10) custom layouts to be utilized in any of the shared areas of the system, such as Tasks
  - o Up to twenty (20) automations
  - o Up to twenty (20) preventative maintenance plans

## Training

OpenGov will:

### Foundational Training

- Provide remote train-the-trainer training, up to two (2) hours, on overall system navigation and functionality to help familiarize your staff with the software environment and its common functions. Training topics include:
  - o Dashboards
  - o Standard KPI/ROI Gadgets
  - o Logins/Permission

- o Layers
  - o Filters
  - o Maps
  - o Grids
  - o System Navigation
  - o Views (List & Detail)
  - o Standard Reports
  - o Attachments
  - o Requests, Work, Assets, Resources, Reports, and Administrator Tabs
- Provide remote train-the-trainer training, up to one (1) hour, for an overview of Preventative Maintenance Plans.
  - Provide remote train-the-trainer training, up to one (1) hour, for an overview of Asset Condition Manager and Advanced Inspections.
  - Provide remote train-the-trainer training, up to two (2) hours, for an overview of Reporting.
  - Provide remote train-the-trainer training, up to two (2) hours, on OMS Esri integration functionality. Training topics include:
    - o OMS Esri integration configuration options
    - o Integration functionality (basemap and feature)
    - o Overall Esri integration requirements, considerations, and OpenGov recommended best practices

Train the Trainer Training Event

- Provide a two-day (2-day) onsite "train-the-trainer" training event. The training agenda will be defined and agreed upon by both OpenGov and your project manager. To avoid redundancy, and to utilize service time efficiently, training may cover a subset of the assets listed in the Asset section of the scope. Topics may include any of the following:
  - o Request Management:
    - Requests
    - Requesters
    - Task Creation from Requests
    - Issue library (including settings such as Applies to Asset and Non-Location)
    - OpenGov recommended best practices for Request and Requester Management
  - o Work Management:
    - Create Task(s) (Asset/Non-Asset)
    - Assignments (Add, Edit, Remove)
    - Task Menu Actions
    - Related Work Items
    - Create Work Order
    - Associate Task to WO
    - Repeat Work Orders
    - Work Order Menu Actions
    - Enter Resources
    - Timesheets
    - Activity library (including settings such as Applies to Asset, Inspection, Key Dates, Cost, and Productivity)
    - OpenGov recommended best practices for Work Management
  - o Asset Management:

- Asset Details
- Preventative Maintenance Plans
- Inspections
- Linked assets (if applicable)
- Container/Component Relationships (if applicable)
- OpenGov recommended best practices for Asset Management
- o Resource Management:
  - Resource Details
  - Labor/Equipment Rates
  - Material Management (Stock, Usage, Adjustments)
  - Vendor Price Quotes
  - OpenGov recommended best practices for Resource Management
- o OpenGov Mobile:
  - Overall system functionality (Navigation, Interface, Maps, Attachments, Sorting)
  - Work Management
    - Create and Update Tasks (Asset/Non-Asset)
    - Assign Tasks
    - Enter Resources
    - Inspections
  - Asset Management
    - Create and Update Assets
  - Request Management
    - View and Update Requests
    - View Requester information
    - Create Task from Request
  - OpenGov recommended best practices for mobile device use
- o Administrator:
  - Administrator:
    - User Administration, Role Administration, Asset Administration, Record Filter Administration, Import/Export, Scheduled Process Log, Error Log
  - Settings:
    - System Settings, Map Administration, Geocode Settings, GIS Integration settings, Asset Color Manager
  - Manager:
    - Layout Manager, Library Manager, Preventative Maintenance, Asset Condition Manager, Notification Manager, Structure Manager, Automation Manager

Advanced Training Topics:

- Provide **Preventative Maintenance Plans** remote train-the-trainer training, up to three (3) hours. Training topics include:
  - o Preventative Maintenance
  - o OpenGov recommended best practices for proactive asset management
- Provide **Advanced Inspections** and **Asset Condition Manager** remote train-the-trainer training, up to three (3) hours. Training topics include:
  - o Performance Management
    - Prediction Groups
    - Minimum Condition Groups
    - Activities and Impacts

- Criticality Factor
    - Install/Replaced Dates
  - o OpenGov recommended best practices for advanced inspections and condition management
- Provide **Asset Builder** remote train-the-trainer training, up to two (2) hours. Training topics include:
  - o OMS Administrator
    - Structure Manager
    - Library Manager
    - Layout Manager
    - User/Role Configurations
  - o OpenGov recommended best practices for expanding the system's use and/or building assets

### **Go-Live Support**

OpenGov will:

- Provide a remote, up to eight (8) hours, web conferences, to be utilized for Go-Live Support. The agenda will be defined, and agreed upon, by both your and OpenGov's project managers. Topics may include any of the following:
  - o Refresher training for items listed in the scope of work
  - o Software and process support for staff during production roll out
  - o Field, Layout, and Report configuration guidance, if applicable

### **Data Services**

OpenGov will:

- Provide one sandbox and one production data load service through standard import/export functionality. OpenGov will provide template documents for data population. Once populated by your staff, OpenGov will load the data into your sandbox or production OMS environment. Data loads may include data such as:
  - o Parent level asset records
  - o Asset location (spatial x/y) attributes
  - o Parent level resource (Labor, Equipment Material, Vendor) records
  - o Resource Rate (Labor, Equipment, Material) records
  - o Standard system libraries

### **Assets**

OpenGov will:

- Provide installation and training on the following asset types:
  - o Custom assets: open space (3), cemeteries (3), irrigation (5), greenhouses, and boat ramps.









OpenGov Inc.  
660 3rd Street, Suite 100  
San Francisco, CA 94107  
United States

**Order Number:** Q016611  
**Created On:** August 16, 2024  
**Quote Expiration Date:** September 15, 2024  
**Services Start Date:** August 26, 2024

**Prepared By:** Monica Kapur  
**Email:** mkapur@opengov.com  
**Contract Term:** Professional Services

Customer Information

**Customer:** City of Grand Junction, CO  
**Bill To/Ship To:** 250 N 5th St  
Grand Junction, CO US

**Contact Name:** Randy Coleman  
**Email:** randyc@gjcity.org  
**Phone:** +1 9702543821

Order Details

**Billing Frequency:** Upfront

**Payment Terms:** Net 30

PROFESSIONAL SERVICES:		
Product / Service	Start Date	Total Amount
Professional Services Deployment - Prepaid	August 26, 2024	\$5,600.00
<b>Services Total Amount</b>		<b>\$5,600.00</b>

Order Form Legal Terms

Welcome to OpenGov!  
This Order Form incorporates the OpenGov Master Services Agreement ("MSA") attached here or available at <https://opengov.com/terms-of-service/master-services-agreement/>. The "Agreement" between OpenGov and the entity identified above ("Customer") consists of the Order Form, MSA, and, if Professional Services are purchased, the Statement of Work. Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by the Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the Agreement to the exclusion of all other terms.

City of Grand Junction, CO	OpenGov, Inc.
Signature:	Signature:
Name: Randy Coleman	Name: Sam Kramer
Title: Park Operations Superintendent	Title: SVP, Finance
Date: 8-22-24	Date: 9/10/2024



### OpenGov Solution Acceptance Form: Cartegraph Asset Management

Date: February 10, 2025

Client: Grand Junction, CO

Client Project Manager: Randy Coleman

OpenGov Project Manager: Monica Kapur

The following activities have been completed as outlined in the Statement of Work:

Implementation of the following assets:

- Parks & Recreation
- (5) Custom Assets: Open Space, Cemeteries, Irrigation, Greenhouses, Boat Ramps

Key services provided:


- Onsite Requirements Gathering
- Onsite Train the Trainer
- Remote Go-Live

Advanced trainings:

- Preventative Maintenance
- Advanced Inspections & Asset Condition Manager
- Asset Builder

Remaining Tasks	Due Date	Owner
None	N/A	N/A
Comments		
None		

Please return this signed form to Monica Kapur by March 7, 2025. If the signed form is not received within 10 business days, the Cartegraph Asset Management implementation will be automatically accepted and closed.

Signed by:  
  
 9646B7617C434D7...

3/12/2025

-----  
Customer Project Manager

-----  
Date