575 St. Paul Street
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(303) 308-1000
KansoSoftware.com

Kanso Software - Sage Intacct Statement of Work (SOW)

1. Project Purpose & Reference

The primary purpose of Kanso Software's engagement is to provide professional consulting services related to assisting the Client install, configure, test, and deploy Sage Intacct as defined in the associated, authorized representative's (e.g., Sage Intacct, Sage Intacct VAR Partner, or other authorized reseller) sales agreement, order schedule, or other binding agreement and pursuant to the terms of the included Kanso Software Professional Services Terms and Conditions.

The use of licenses shall be subject to the Kanso Software License & Hardware Purchase Agreement and the Sage Intacct Customer Terms, as amended from time to time.

2. Project Implementation Methodology

The project methodology is designed to gain an understanding of the Client's overall requirements, including data and mapping requirements between the Client and Sage Intacct, configuration of the integration to meet Client requirements, and testing and training Client staff on how to use the product and best practices.

This will be completed through a series of workshops between the Client and Kanso Software assigned resources and generally follow the following phases:

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2.1. Project Scope

Kanso Software will provide the following services within the Client's Intacct Company related to the setup of the integration product:

2.1.1. Setup and Configuration

- Setup and configure Intacct Platform Services.
- Setup synchronization schedule based on Client's requirements.
- Install and configure the application in the Client Intacct environment for integration with the General Ledger.
- Facilitate and support User Acceptance Testing with Client and complete production installation upon successful testing.
- Map fields with Sage Intacct fields based on the provided flat file content and instruct the Client on how to administer future mapping changes.
- Configure setup to allow access to a saved flat file.
- Perform unit and application testing.
- Provide one (1) hour of training.

2.2. Assumptions and Client Responsibilities

2.2.1. General

- Client is responsible for sourcing the data file from the provider in a delimited, tabular format, per product requirements, for configuration and consumption by the integration product. This includes providing a place for the data file to be stored.
- Client and Kanso Software will establish a mutually agreeable project timeline and go-live date based on successful testing to meet Client requirements.

- Kanso Software consultants will work remotely to complete work in the scope of this Statement of Work.
- Client will assign dedicated project resources that will remain intact for the life of the Project. The project team should include Subject Matter Experts (SMEs) with a particular focus on the Client's system that will contribute to the system design and system configuration validation. The project team should also include a single point of contact that will function as the Client's project coordinator and be Kanso Software's primary contact with the Client.
- Client agrees to grant the project team access to the Client's Intacct Company as required for the Project.
- If Client wants Kanso Software to implement new functionality or to develop integrations with other systems, a Change Order will need to be prepared.

2.2.2. Configuration

- Client is responsible for the administration of the Sage Intacct environment.
- System configurations and approval workflows are limited to the configuration and workflow options available within Sage Intacct and the integration products as of the signed Statement of Work date.
- Client is responsible for business process documentation and Client-specific user documentation.

3. Client's and Kanso Software's Overall Project Responsibilities

The nature of the Project will demand involvement on the part of the Client and Kanso Software. Therefore, it is important that you are committed to the successful completion of the Project. The following lists the anticipated overall respective responsibilities for Client and Kanso Software.

3.1. Client's Overall Responsibilities

- Provide data in the appropriate flat file format for use with the integration product.
- Manage the Client's core project team, provide necessary project communication and coordination, and coordinate the completion of project deliverables and task assignments with the Kanso Software project resources.
- Provide assistance and access to the necessary administrative system (e.g., administrative security clearance) to complete Project tasks.
- Conduct user acceptance testing.
- Sign-off after completion of user acceptance testing.
- Attend regular Project status meetings, and Client and/or Kanso Software will perform follow-ups as agreed upon at the meetings.

3.2. Kanso Software's Overall Responsibilities

- Conduct project planning and management for its portion of the Project.
- Provide an estimated effort for any requested changes or additional scope.
- Notify the Client of any potential threats or risks to the Project based on Kanso Software's project experience.

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- Management of the Kanso Software team and collaboration with the Client to resolve any staffing adjustments, as necessary.

4. Service Delivery Schedule & Team

The Project beginning and end dates are dependent on the Client's ability to provide data as needed for configuration and collaborate with Kanso Software resources to configure, test, and deploy the integration.

Depending on availability at the time of Project approval, Kanso Software will assign qualified members of its staff as needed at its discretion. Specific implementation timelines will be discussed with the Client based on readiness and resource availability.

5. Project Scope & Change Orders

To the extent we encounter circumstances outside of our expectations or the Client requests changes that warrant additional procedures and time, we will communicate and advise you of options and the additional fees necessary to complete the engagement. If agreed upon by both parties, we will schedule such additional work and issue a separate Change Order. This procedure protects both your organization and Kanso Software from unexpected results.