



| Website Support and Maintenance                  |  |                      |                    |               |
|--|--|----------------------|--------------------|---------------|
| <b>Project Plan Updated</b>                      | 6/04/2021  |                      |                    |               |
| <b>Target Completion Date:</b>                   | November 30, 2021  |                      |                    |               |
| <b>Owner:</b>                                    | Vani Ganti   |                      |                    |               |
| <b>Support Personnel</b>                         | <ul style="list-style-type: none"> <li>• Vani Ganti (IT)</li> <li>• Nadeen Saad (IT)</li> <li>• Mitchell Mercurio (IT)</li> <li>• James Greene (Digital Communication)</li> </ul>  |                      |                    |               |
| <b>Scope:</b>                                    | <p>This project will result in on-going, as-needed general software and hardware support, CMS upgrades, fixes, and enhancements for the Website. This project will include:</p> <ul style="list-style-type: none"> <li>• Some SLA website work includes Google analytics reports and analysis, changes to website home page tiles, and publishing of major SLA events, such as the annual meeting and the Western States.</li> <li>• Employee Portal changes.</li> </ul> |                      |                    |               |
| <b>Vendor (Y/N):</b>                             | Yes. SLA Technology staff, Kikoda LLC, and Infinity (Google Analytics)   |                      |                    |               |
| <b>Budget:</b>                                   | \$50,000   |                      |                    |               |
| <b>Budget Line Item(s) Where Funding Exists:</b> | 6282 - Expense (Comm Mediums)  |                      |                    |               |
| <b>Benchmark:</b>                                | The main benchmark will be the successful presentation of SLA market data in a correct and updated format, improved analytical information, and better system performance while generating these reports.  |                      |                    |               |
| <b>Review Dates:</b>                             |  |                      |                    |               |
| <b>Benchmark</b>                                 | <b>Dependency</b>  | <b>Status</b>        | <b>Start</b>       | <b>Finish</b> |
| Employee Portal Changes                          | SLA IT/Kikoda  | Complete             | 12/1/2020          | 12/12/2020    |
| <b>Comments:</b>                                 |  |                      |                    |               |
| <b>Benchmark</b>                                 | <b>Dependency</b>  | <b>Status</b>        | <b>Start</b>       | <b>Finish</b> |
| Website Upgrade – Database and clean up          | SLA IT/Kikoda  | Complete             | 1/1/2021           | 1/31/2021     |
| <b>Comments:</b>                                 |  |                      |                    |               |
| <b>Benchmark</b>                                 | <b>Dependency</b>  | <b>Status</b>        | <b>Start</b>       | <b>Finish</b> |
| Sitefinity Upgrade                               | SLA IT/Kikoda  | Complete             | 2/1/2021           | 2/15/2021     |
| <b>Comments:</b>                                 |  |                      |                    |               |
| <b>Accounting:</b>                               | <b>Date Paid</b>   | <b>Funds Paid To</b> | <b>Amount Paid</b> |               |
|  | 2/9/2021 Dec-Invoice   | Kikoda               | \$ 2,372.50        |               |
|  | 12/31/2020 Dec-Invoice   | Infinity             | \$ 1,281.25        |               |
|  | 3/12/2021 Jan-Invoice  | Kikoda               | \$ 1,870.00        |               |
|  | 1/31/2021 Jan-Invoice  | Infinity             | \$ 2,571.50        |               |
|  | 3/26/21 - Feb-Invoice  | Kikoda               | \$ 3,367.50        |               |
|  | 2/28/2021 Feb-Invoice  | Infinity             | \$ 1,459.50        |               |
|  | 5/7/2021 Mar-Invoice   | Kikoda               | \$ 6,877.50        |               |
|  | 4/8/2021 – Mar Invoice   | Infinity             | \$ 1,390.00        |               |
|  | 6/7/2021 – April Invoice   | Kikoda               | \$ 375.00          |               |



|                                    |                           |          |             |
|------------------------------------|---------------------------|----------|-------------|
|                                    | 5/17/2021 – April Invoice | Infinity | \$ 1,390.00 |
|                                    | May Invoice               | Kikoda   | \$ 0.00     |
|                                    | 6/7/2021 – May Invoice    | Infinity | \$ 1,390.00 |
|                                    |                           |          |             |
|                                    |                           |          |             |
| <b>Total Paid on this Project:</b> | \$24,344.75               |          |             |

|   |             |                         |                        |                             |                 |
|---|-------------|-------------------------|------------------------|-----------------------------|-----------------|
| <b>Budget Ledger:</b>   |             |                         |                        |                             |                 |
|   | <b>Date</b> | <b>Remaining Budget</b> | <b>Invoiced Amount</b> | <b>Estimate to Complete</b> | <b>Variance</b> |
|   | 12/1/2020   | \$ 50,000.00            | \$ -                   | \$ -                        | \$ -            |
|   | 2/9/2021    | \$ 50,000.00            | \$ 2,372.50            | \$ 47,627.50                |                 |
|   | 12/31/2020  | \$ 47,627.50            | \$ 1,281.25            | \$ 46,346.25                |                 |
|   | 3/12/2021   | \$ 46,346.25            | \$ 1,870.00            | \$ 44,476.25                |                 |
|   | 1/31/2021   | \$ 44,476.25            | \$ 2,571.50            | \$ 41,904.75                |                 |
|   | 3/26/2021   | \$ 41,904.75            | \$ 3,367.50            | \$ 38,537.25                |                 |
|   | 2/28/2021   | \$ 38,537.25            | \$ 1,459.50            | \$ 37,077.75                |                 |
|   | 5/7/2021    | \$ 37,077.75            | \$ 6,877.50            | \$ 30,200.25                |                 |
|   | 4/8/2021    | \$ 30,200.25            | \$ 1,390.00            | \$ 28,810.25                |                 |
|   | 6/7/2021    | \$ 28,810.25            | \$ 375.00              | \$ 28,435.25                |                 |
|   | 5/17/2021   | \$ 28,435.25            | \$ 1,390.00            | \$ 27,045.25                |                 |
|   | 6/7/2021    | \$ 27,045.25            | \$ 1,390.00            | \$ 25,655.25                |                 |
|   |             |                         |                        |                             |                 |
|   |             |                         |                        |                             |                 |
|   |             |                         |                        |                             |                 |
|   |             |                         |                        |                             |                 |
|   |             |                         |                        |                             |                 |
|   |             |                         |                        |                             |                 |
| <b>General Comments:</b>  |             |                         |                        |                             |                 |
| 3/10/2021 – Infinity invoices are for the Google Analytics reports.                                 |             |                         |                        |                             |                 |
| 6/4/2021 – Sitefinity upgrades and Website changes by Kikoda. Google Analytics Reports by Infinity. |             |                         |                        |                             |                 |
|   |             |                         |                        |                             |                 |