Statement of Work #3, Activity Phase 8 Interim Scope

This Statement of Work ("SOW") incorporates the terms and conditions of the Contract for Research Services ("Contract") by and between the Association of Metropolitan Planning Organizations Research Foundation ("AMPORF") and Cambridge Systematics, ("Contractor") dated March 19, 2021. Capitalized terms in this SOW shall have the meanings ascribed to them in this SOW and, if none, the meanings ascribed in the Contract. Services to be provided by Contractor:

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Task 1. Project Management, Maintenance and Support

Consultant will provide management support for the overall project, including conference call management with the project team, coordination with the ActivitySim Project Management Committee (PMC). Consultant will provide maintenance and support services to ensure ActivitySim and PopulationSim are in good working order. Tasks include dealing with updates in dependent packages, maintaining the test system, examples, and documentation, assisting with pull requests, making improvements based on agency user feedback, supporting agency users with questions, and implementing agreed upon GitHub issues. Consultant will also provide code review, software development support, and support performance enhancement activities of project team members. All deliverables, including meeting notes, software, tests, documentation, and issue tracking will be managed through GitHub.

Deliverables (Time and Materials)

- Co-management of ActivitySim Project Management Committee Weekly Meetings

- Pre-and Post-Meeting Notes

- Email and online support to contributor and agency user and pull requests

- Updated source code as necessary

- Updated examples as necessary

- Updated documentation as necessary

- Updated tests as necessary

- Updated issues as necessary

Schedule:

- 13 weeks from Notice to Proceed

Budget:

- $12,871, time and materials-based

Task 2: Code Review and Software Development Support

Consultant will provide code review, software development and performance enhancement support. For any work billed to this task, Consultant will provide a bulleted list of each activity performed to accompany the monthly invoice including an indication of percent of time spent on each item by person charging to this task. Meeting attendance related to a work item may be billed under this task. General meeting attendance may not be billed to this task.

Deliverables:

- Email and online support to contributor and agency user and pull requests

- Updated source code as necessary

- Updated documentation as necessary

Schedule:

- From Notice-to-Proceed through June 30, 2023

Budget:

- $29,900, time and materials-based

Fees to be paid by AMPORF:

Budget

		Newman, J	Bina, M	Yadav, V	Total Hours	Total Cost
		$272.10	$222.95	$166.76		
Task 1	**Project Management**	**26**	**26**	**0**	**52**	**$12,871**
Task 1.1	Project Management	26	26	0		
Task 2	**Code Review and Software Development Support**	**64**	**56**	**0**	**120**	**$29,900**
Task 5.1	Code reviews, maintenance and support	64	56	0		
	Total Hours	90	90	0	172	
	Total Labor Cost	$24,489	$18,282	$0		$42,771
	Total Direct Expenses					$0
	Total Cost					$42,771

The parties have caused this SOW to be executed, and each signatory warrants that he or she is duly authorized to execute this SOW on behalf of his or her respective party, as of the date and year first below written.

ASSOCIATION OF METROPOLITAN
PLANNING ORGANIZATIONS RESEARCH
FOUNDATION

By:

Date:

CAMBRIDGE SYSTEMATICS INC.

By:

Date: