

STATEMENT OF WORK AMENDMENT 1

DEPARTMENT OF LAND & NATURAL RESOURCES

BUREAU OF CONVEYANCES

Online Payments

Version 1.00

Document Number – DLNR.FY2022.012.A1

OVERVIEW

This Statement of Work (“SOW”) document identifies the responsibilities between the Department of Land & Natural Resources Bureau of Conveyances (“STATE”) and the Hawaii Information Consortium, LLC dba NIC Hawaii (“NIC HI”), the Internet Portal provider for the State of Hawaii. This document is subordinate to the requirements stated in RFP-08-11-SW, Internet Portal Manager and Service Provider, NIC HI’s Proposal and the contract between the State of Hawaii and NIC HI dated December 3, 2007 (collectively referred to as the “CONTRACT”).

The SOW is subordinate to the Service Level Agreement (“SLA”) between the STATE and NIC HI signed on March 14, 2008. This SOW is subject to all terms and conditions thereof unless specifically designated as exceptions in this document.

This is an amendment to the original SOW document entitled “Online Payments” dated March 16, 2021 and signed between the STATE and NIC HI.

PURPOSE STATEMENT

This SOW amendment modifies the fee structure for Other Fees defined in the original SOW Exhibit A. The fee structure will be modified to move away from a STATE 70% / NIC HI 30% split and move towards a \$5,000 / month flat fee independent of the number of subscribers.

This SOW Amendment does not modify fees other than those explicitly stated in the below Fees section.

FEES

Below are the terms from the original SOW Exhibit A:

For Monthly Customer Billing, fees will be invoiced as follows*:

- a. Conveyance Image Updates (Monthly Bulk Images) \$1000/month
- b. Conveyance Grantor/Grantee Indexed Data (Monthly Bulk Data) \$500/month
- c. Conveyance Certificates/Documents (Monthly Billing) \$50/month for access plus \$3 per image
- d. Unlimited Conveyance Certificates/Document Images (Monthly Unlimited Download) \$1000/month

*Monthly Billing to Customer and Fee Sharing with STATE

- a. Conveyance Image Updates (Monthly Bulk Images): STATE 70%, NIC HI 30% split
- b. Conveyance Grantor/Grantee Indexed Data (Monthly Bulk Data): STATE 70%, NIC HI 30% split
- c. Conveyance Certificates/Documents (Monthly Billing): STATE 70%, NIC HI 30% split
- d. Unlimited Conveyance Certificates (Monthly Unlimited Download): STATE 70%, NIC HI 30% split

Projected NIC HI monthly revenue:

4 bulk image users x \$1,000.00 / month x .30 split = \$1,200.00 / month

2 bulk data users x \$500/ month x .30 split = \$300.00 / month

11 unlimited download users x \$1,000 / month x .30 split = \$3,300 / month

This SOW Amendment modifies the above fee structure to the following:

For Monthly Customer Billing, fees will be invoiced as follows*:

- a. Conveyance Image Updates (Monthly Bulk Images) \$1000/month
- b. Conveyance Grantor/Grantee Indexed Data (Monthly Bulk Data) \$500/month
- c. Conveyance Certificates/Documents (Monthly Billing) \$50/month for access plus \$3 per image
- d. Unlimited Conveyance Certificates/Document Images (Monthly Unlimited Download) \$1000/month

*Monthly Billing to Customer and Fee Sharing with STATE

- a. NIC HI will collect all fees from the customer as defined above and remit full payment to the STATE. The frequency and method of remittance will remain as is.
- b. NIC HI will invoice the STATE \$5,000 / month. Payment from the STATE is due within 30 days of receiving the invoice.

Projected NIC HI monthly revenue: \$5,000 / month

The new fee structure will be effective May 1, 2022. The first invoice to the STATE of \$5,000/month will be in early June 2022 for the month of May 2022.

These fees can be modified upon mutual agreement between NIC HI and STATE.

STAKEHOLDERS

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CHAIN OF COMMAND

STATE

Leslie Kobata, Registrar

Mike Imanaka, Deputy Registrar

NIC HI

Bertrand Ramos, General Manager

Janet Pick, Director of Portal Operations

Zheng Fang, Director of Development

Laurenz Bacungan, Partner Liaison

SIGN OFF

I, the undersigned, have the authority to make binding decisions and have the authority to sign on behalf of my respective agency/department regarding projects in collaboration with NIC HI.

Date:

Date:

Leslie Kobata
Registrar, Bureau of Conveyances
Department of Land & Natural Resources

Bertrand Ramos
General Manager
Hawaii Information Consortium, LLC
dba NIC Hawaii

REVIEWED AND APPROVED:

Date:

ACCESS HAWAII COMMITTEE

By: Douglas Murdock
Chief Information Officer
Office of Enterprise Technology Services
State of Hawaii