



BC Fixed Fee Inclusions and Exclusions – Explorer Package

The assumptions for the fixed rate project are as follows.

1. Implementation timeframe is to be completed within 8 weeks of the kickoff date. Should the client require timeframe extensions, a change order may be provided.
2. A singular company will be implemented within Business Central
3. A singular banking institute will be used for:
 - a. 1 EFT export mapping
 - b. 1 .CSV bank statement import mapping
 - c. 1 AP Check printing format
 - i. A choice of three check formats to choose from, with minor adjustments of fields to fit within the envelope window. Any other edits will be scoped as a time and materials change order.
 1. Check Stub Stub
 2. Stub Stub Check
 3. Stub Check Stub
4. Module Configurations & Setups will be completed for the following modules:
 - a. General Ledger
 - b. Banking
 - c. Sales & Receivables
 - d. Purchasing & Payables
5. Data Migration Imports. It is assumed that imports will be imported one-time during the “configuration” phase and one-time during the “cutover over” phase for catch-up on the master records. Should the client require multiple imports due to errors or more frequent updates, a change order will be provided.
 - a. General Ledger related tables (Chart of Accounts, Dimensions, Posting Groups, etc.)
 - i. General Ledger Beginning Balances are included
 - ii. General Ledger detailed historical entries are not included
 - b. Customer related tables (Customers, Contacts, Payment Terms, Payment Methods, etc.)
 - i. No transactions will be imported.
 - ii. Training will be completed on how to enter Open AR
 - c. Vendor related tables (Vendors, Contacts, Payment Terms, Payment Methods, etc.)
 - i. No transactions will be imported.
 - ii. Training will be completed on how to enter Open AR
6. User Training & User Acceptance Testing
 - a. 8 hours of user training will be completed on General Navigation, General Ledger, Sales & Receivables, and Purchases and Payables
 - b. A User Acceptance Testing Plan will be provided for the client to complete
 - i. Should additional assistance be required a change order may be provided



There is a Balance Sheet, Income Statement, Retained Earnings Report, and Cash Flow built into Business Central. However, any Financial and/or transactional report modifications (Sales Invoices, Purchase Order, etc.) or customizations ***can be scoped and charged as time and materials in addition to the base package fee.***

3rd party installations ***can be scoped and charged as time and materials in addition to the base package fee***

Any bank statement mappings, EFT mappings, Payroll file mappings, or AP Check Formatting outside of the first file can be scoped and charged as time and materials in addition to the base package fee

Any other Modules not listed in above: i.e. Inventory, Fixed Assets, Jobs, etc. are **not** included in the fixed fee implementation.