

Statement of Work

This Statement of Work (this “SOW”) sets forth the scope and certain responsibilities of Howard Technology Solutions, a division of Howard Industries, Inc., (“HTS”) and Children’s Trust of Alachua County (“Customer”) in connection with the following project (the “Project”):

Project Name/Description:	OPP #:	Quote #:
Boardroom	OPP-13471	N/A

In consideration of the mutual covenants and promises set forth herein and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree to the following scope and other related terms in connection with the Project:

Scope:

1. Installation of a recessed 123” diagonal Dalite projection screen with low voltage control (**NOTE:** site to provide power at the screen location prior to installation)
2. Installation of a ceiling mounted 6000 lumens Epson projector with a Crestron receiver at the projector location providing content to the projector and control function (**NOTE:** site to provide power at the projector location prior to installation)
3. Installation of two wall mounted LG commercial display on the rear wall. Each display will have a Crestron receiver behind it providing content to the display and control functions (**NOTE:** site to provide power at the display locations prior to installation)
4. Installation and cabling of a Middle Atlantic AV floor rack that will be placed in the equipment room
5. Installation and programming of a Crestron presentation system that will receive all video content from the boardroom and through a custom 7” touch panel give the customer the ability to route content to the displays and projector
6. Installation and programming of a Biamp audio processor with expander that will receive all audio signals in the room and controlled by the custom Crestron touch panel
7. Installation of four wall mounted HDMI interconnect plates that will be connected to the Crestron presentation system for guest connections and the PC’s at the secretary’s desk
8. Installation of two wall mounted Vaddio PTZ OneLink Bridge kits that will connect to the Vaddio 2x1 AV Bridge. **NOTE:** the cameras will be set to a “side by side” view per the customer’s request
9. Installation and configuration of a Vaddio EasyIP mixer that will be used to route audio and video to the PC for conferencing purposes
10. Installation of eight flush mounted JBL ceiling speakers powered by a two channel JBL amplifier. The system will be set up into two zones affording the customer the ability to control both halves of the room independently through the Crestron touch panel
11. Installation and configuration of a Luxul 12 port network switch to be installed in the OFE lectern (**NOTE:** site to provide a network drop for the switch prior to installation)
12. All surfaces and surrounding area to be clean of trash and dust.
13. Provide onsite support for commissioning, testing, and training of system for customer acceptance.
14. Properly configure and set up system
15. Test system and train the customer

Customer Responsibilities

- Receive all equipment delivered to Customer. All displays and TV’s must be checked for damage at the time of delivery. Any other obviously damaged boxes should be opened and contents inspected for damage at time of delivery. Any damage must be

reported to the carrier and to HTS immediately. Customer is responsible for full replacement cost of any damaged equipment Customer accepts for delivery without conducting the timely inspection described above.

- Provide power in all locations specified by HTS before the HTS-assigned AV engineers arrive on site for installation, to include camera locations, flat screen locations, and rack locations.
- Provide network drops in all locations specified by HTS before the AV engineers arrive on site for installation, if applicable.
- Provide access times and room scheduling to HTS before the AV Engineers arrive on site and ensure accessibility of the necessary locations while installation is being performed.
- Provide a Point of Contact for the HTS-assigned Project Manager to report to about any possible issues which may arise as well as progress on the installation.
- Deliver equipment to the buildings in which it will be installed before the AV engineers arrive on site.
- Provide a location at each building for all trash and boxes to be taken after installation is complete.
- Respond to additional requests for information and assistance as HTS or its contractors may reasonably request to be able to complete the work.

HTS Responsibilities

- HTS-assigned AV engineers will typically arrive on site by 8-10 am of the first day of scheduled installation. Upon arrival, the AV engineers will:
 - Check-in with Customer-assigned Point of Contact.
 - Have an equipment list and Statement of Work in hand.
 - Answer any questions the Customer Point of Contact may have about the installation.
 - Locate and verify that all applicable equipment is on site and in the proper location(s).
 - Document any missing, damaged or invalid equipment.
- As the work progresses, the AV engineers will:
 - Manage all cabling in a neat and organized fashion.
 - Ensure that the installed equipment in each room (to include all audio equipment, projectors, switchers and distribution amplifiers) is adjusted and working properly.
- Upon completion, the AV engineer will:
 - Inform the Customer-assigned Point of Contact
 - Provide training to Customer on proper usage of the room and systems
 - Answer any questions Customer may have about operation of the equipment
 - Ensure that the overall function of the rooms and systems is up to Customer's expectations
 - Remove all boxes and trash and debris associated with the installation to the location provided by Customer
 - Have sign-off sheet signed by Customer, acknowledging completion and departure time.

Post-Installation

- Complimentary 90-Day Warranty-Related Assistance:
 - While HTS does not warrant third-party products, HTS will, for a period of 90 days after installation, assist the Customer with any performance issues which may arise with the equipment and any related warranty claim during such period, without any additional charge. During this limited time period, HTS will, for example, assist Customer in diagnosing functionality problems with the newly-installed equipment and, if appropriate, assist Customer in submitting warranty or other similar claims to the manufacturer of the defective equipment under the manufacturer's warranty. The viability of any warranty claim Customer may have will be dependent upon Customer meeting the criteria of the manufacturer's warranty terms, as to which Customer will be solely responsible.
 - The complimentary 90-day warranty-related assistance includes labor but does not include the payment of any costs or expenses. For example, shipping charges when shipping defective equipment to/from the manufacturer, and any other costs or expenses incurred, will be Customer's sole responsibility.
- After 90 days, labor costs may be charged for time spent assisting Customer with warranty or any other equipment-related issues, unless an optional *Standard Service Contract* has been purchased (see below).
- *Standard Service Contracts*:
 - HTS offers a 12-month "*Standard Service Contract*" which covers labor, as well as costs and expenses, associated with assisting Customer with manufacturer warranty claims during its term.
 - Ask your HTS representative for more information about our *Standard Service Contracts*, including pricing.



TECHNOLOGY SOLUTIONS

A DIVISION OF HOWARD INDUSTRIES, INC.

Network Services Help Desk Services Desktop Services Cabling & Telecom Services Warranty & Maintenance Services

General

- HTS will provide proof of worker’s compensation, commercial general liability, and automobile liability insurance coverage upon request.
Payment terms for the products and services provided to Customer hereunder are as set forth in the separate Payment Agreement executed by the parties.

IN WITNESS WHEREOF, the undersigned do hereby execute this Statement of Work as duly authorized officials of the respective parties hereto, as of the dates recorded below:

Customer: _____

Howard Technology Solutions, a division of Howard Industries, Inc.

By: _____ (Signature)

By: Alex Alvarez (Signature)

Name: _____ (Print)

Name: Alex Alvarez (Print)

Title: _____

Title: Design Engineer

Date: _____

Date: 10/13/2021