



Ravenswood City School District
Phase 5 School and District Office IT
Infrastructure Upgrades

RFP #RCSD-P5IT



Cover Letter

Ravenswood City School District
Attn: Solomon Hill
2120 Euclid Ave.
East Palo Alto, CA 94303

May 25, 2020

RE: RFP # RCSD-P5IT – Phase 5 IT Infrastructure Upgrades

We would like to formally thank you for the opportunity to provide a response to your RFP for Ravenswood City School District. Development Group, Inc. chooses to focus solely on the public sector, and over 85% of our clientele is K-12. We pride ourselves on being a strategic partner that aligns our designs and deliverables with the objectives and of the district. DGI specifically focuses on identifying and facilitating business outcomes. Due to our focus and approach, DGI was selected as one of only three vendors in the entire state to represent ACSA as a network technology company.

Our aspiration is not to simply provide you with the lowest price; we want to truly align our resources around what matters most to you. It is critical to ensure that the network architecture contributes towards your objectives such as operational sustainability, SBAC- readiness, student success, and local control funding initiatives – just to name a few.

In the spirit of earning your business, we hope the time we spent to prepare this RFP is apparent. Once the RFP process is concluded, we look forward to continuing our partnership with RCSD and investing the time and resources necessary to ensure your success.

Sincerely,

Terry Kritsepis

Terry Kritsepis
Sr. Account Manager
Development Group, Inc.
(415) 728-1479
TKritsepis@development-group.net

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Letter from DGI President

Ravenswood City School District
2120 Euclid Ave
East Palo Alto, CA 94303-1703

May 24th, 2020

To whom it may concern:

We thank you for the opportunity to continue our relationship with Ravenswood City Schools District's. As described in the latest set of RFPs, Phase 5 has been divided into four separate, yet interdependent procurements as follows:

1. Classroom A/V, Clocks and Paging– #RCSD-P5AV
2. IT Infrastructure - #RCSD-P5IT
3. Electrical - #RCSD-P5ELEC
4. Low Voltage Cabling - #RCSD-P5CBL

We have an interest in pursuing all four of the Districts procurements, and have spent a significant amount of time and resources evaluating the scope and objectives of each individual procurement and their interdependencies. The electrical and low voltage cabling RFPs have appreciable portions of the scope that are not known and cannot be responsibly estimated with the information included in the RFPs. As evidenced by the various trades involved and the proposed project schedules, these projects are independent and will “build” upon one another. Changes will undoubtedly occur in the low voltage cabling and electrical projects, the scale of which is unknown (and is unknowable) at this time, and will certainly cause changes to the IT and AV projects, resulting in inaccurate bid amounts and increased risk to both the budget and timeline. As a specific example, the scope and scale of the RCSD-P5CBL RFP is such that one or more scope items require DSA oversight in accordance to DSA IR A-22, DSA IR 1-10, PR 13-02 and Education Code Sections 17280-17316 and 81130-81147. Ensuring this project is certified by the DSA is critical because of the following:

- Certification provides a method to report the safety of school construction
- ***School board members may be personally liable for projects until certified***
- DSA will be unable to approve new proposed projects associate with uncertified construction (see *DSA IR A-20: New Projects Associated with Existing Uncertified Projects* for in-depth discussion).

The DSA has a well-established project certification process that begins with a plan review. The DSA provides a Project Submittal Checklist which states:

Projects submitted to DSA must include 100% complete Construction Documents, finalized, completely detailed, coordinated across all disciplines and ready for construction.

At this time we assume that the only documentation available is that that has been provided via the RFP(s) and the associated addendums. Unfortunately these documents are insufficient for the DSA and their approval process. The time and cost to produce these documents is not trivial, and currently not possible with the information provided.

As producing and certifying the document set will be a significant effort for the district or vendor of its choosing, the current proposed timeline is unachievable without the district, its board members, and the vendors they select taking on an unreasonable amount of risk.

Assuming the district is still interested in pursuing all four procurements and their stated objectives, we have assembled a response to each to help establish an economic estimate for the districts reference. We have also taken some liberty by documenting at a high level a path forward that will lead to a tighter control of cost, quality, scope, and risk. By alleviating the perceived risk of all participating vendors, the district can expect to receive more cost effective solutions.

Please note, some scope items are simply not possible to estimate because the variance of cost is too great because of the absence of design and the potential for significant design changes based on DSA involvement. Scope items that are estimated, are still subject to indirect changes of the same cause and are given to help the district establish some understanding of cost where possible.

If selected, we are prepared and capable to work with the district to overcome these obstacles and the district's stated objectives by executing the following framework:

- Extensive survey and documentation of existing conditions
- Production of design and construction documents suitable to the needs of the project and DSA requirements, including engineers estimate.
- Facilitation of "Pre-Application Meeting" with DSA.
- Navigation and execution of required DSA fee schedule
- Registration for project submittal with DSA (must be done 6-8 weeks before actual project submittal).
- Guidance for the registration with the DIR and other applicable agencies.
- Project submittal, including 100% complete Construction Documents, finalized, completely detailed, coordinated across all disciplines and ready for construction in compliance with Title 24, California Code of Regulations.



- Project execution; supply and distribution of product/material, SoW execution, management of inspection and permit process, project management, etc.
- Facilitate DSA project certification process

We look forward to the opportunity to engage in further discussions with the District to partner in achieving the goals outlined in these procurements.

Sincerely,

Dan Lockwood
President
Development Group, Inc.



DGI History

Development Group, Inc. (DGI) was founded by Dan Lockwood in 2009 as a seasoned veteran in the education vertical and Cisco. DGI was formed with one primary objective: leveraging passion and skills within technology to provide service to the public sector, with a special interest in those that educate. It has been our mission to provide our customer with solutions mapped directly to their business objectives. DGI has been serving the west coast since inception (namely California and Oregon). DGI is recognized by our partners and competitors as a very capable resource for public sector.

DGI has grown rapidly into a business that serves the educational community with individualized care, and has been listed on Inc. 5000's Fastest Growing Companies in the US four different times in the past five years as well as having been voted Shasta County's best place to work twice. In 2016 Cisco acknowledged Development Group as Partner of the Year and Breakaway Partner of the Year.

In support of the education industry, we have partnered with CITE, ACSA, CASH, SSDA, and CASBO.

Company Information

Cisco Reseller information

Full Address
 DEVELOPMENT GROUP INC.
 6704 LOCKHEED DR
 REDDING, CA 96002 USA

Description*
 Cisco VAR
* Please note that partner supplied data is not verified by Cisco

Partner Since
 More than 5 years

RESELLER CERTIFICATION
 PREMIER CERTIFIED PARTNER
 REGISTERED PARTNER

RESELLER SPECIALIZATION
 ADVANCED COLLABORATION ARCHITECTURE SPECIALIZATION
 ADVANCED ENTERPRISE NETWORKS ARCHITECTURE SPECIALIZATION

AUTHORIZATION
 EA COLLAB - CUST COLLAB
 BUYING MODELS COMMERCE CERTIFICATION
 AUTHORIZED SECURITY INCUMBENCY RENEWALS
 EA C1 - ACCESS WIRELESS SWITCHING WAN
 SAAS SIMPLE RESALE
 MERAKI CONFIRMED PARTNER
 CISCO OPEN STACK PRIVATE CLOUD

OTHER
 REGULAR TRY AND BUY

California Secretary of State site info:

C3167291 DEVELOPMENT GROUP, INC.

Registration Date:	11/03/2008
Jurisdiction:	CALIFORNIA
Entity Type:	DOMESTIC STOCK
Status:	ACTIVE
Agent for Service of Process:	DANIEL LOCKWOOD 6704 LOCKHEED REDDING CA 96002
Entity Address:	6704 LOCKHEED DR REDDING CA 96002
Entity Mailing Address:	PO BOX 991484 REDDING CA 96099

Company Contact information:

Mailing Address: PO Box 991484 Redding, CA 96099-1484	Phone: (530) 229-0071 Fax: (530) 248-3415 Website: www.dginext.com
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Key RFP Contact: Terry Kritsepis Sr. Account Manager,DGI tkritsepis@development-group.net (415) 728-1479	Contract Contact: Tony Jenkins Operations Director, DGI tjenkins@development-group.net (530) 229-0071
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Contractor's License Detail for License # 992824

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations. [\(hide/show disclaimer\)](#)

- ▶ CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.
- ▶ Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.
- ▶ Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.
- ▶ Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Business Information

DEVELOPMENT GROUP INC
PO BOX 991484
REDDING, CA 96099
Business Phone Number: [\(530\) 229-0071](tel:5302290071)

Entity Corporation
Issue Date 05/12/2014
Expire Date 05/31/2020

License Status

This license is current and active.

All information below should be reviewed.

Classifications

- ▶ B - GENERAL BUILDING CONTRACTOR
- ▶ C-7 - LOW VOLTAGE SYSTEMS

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with AMERICAN CONTRACTORS INDEMNITY COMPANY.

Bond Number: 100242520

Certifications:

Name	Certification	Years of Experience in IT/Networking
John Paul Rittell	CCIE Collaboration	13
	CCNP R/S	
	VCP5-DCV	
	MCITP	
	CCDA	
	Extron AV Associate	
Greg Drake	CCNP Collaboration	11
	CCNA Collaboration	
	CCNA R/S	
	CCNA Wireless	
Darren Reynolds	CCNP R/S	8
	CCNA R/S	
Eric Stoxen	CCNP Routing and Switching	
	CCNP Security	
	CCDP	
	MCSA Server 2008R2	
	AWS Certified Solutions Architect Associate	
	Pure Storage Flash Array Implementation Professional	
Scott Ercoline	PMP	20
	ITIL v3	
Chris Misener	CCNP R/S	3
	CCNA R/S	
	CMNO/CMNA	Meraki Certifications

Price Proposal and Statement of Work

- ▶ Proposal 23437
- ▶ Statement of Work for Proposal 23437
- ▶ Network Topology



Requested By:
Solomon Hill
 Director of Technology x60160

Description:
Phase V IT (RFP #RCSD-P5IT)

Bill To: RAVENSWOOD CITY SCHOOL DISTRICT 2120 EUCLID AVE EAST PALO ALTO, CA 94303-1703	Ship To: RAVENSWOOD CITY SCHOOL DISTRICT 2120 EUCLID AVE EAST PALO ALTO, CA 94303-1703	Sold To: RAVENSWOOD CITY SCHOOL DISTRICT 2120 EUCLID AVE EAST PALO ALTO, CA 94303-1703
Created: 5/19/2020 Expires: 6/19/2020 Version: 1	Account Manager: tkritsepis Systems Engineer: estoxen	Payment Terms: Net 30

Product & Manufacturer Maintenance

Line No	Qty	Product	SMARTnet	Unit Price	Ext'd Price	Tax
Core and Distribution Switches						
Catalyst 9300 48-port						
3	70	C9300-48UN-EDU Catalyst 9300 48-port 5Gbps, K12		5,875.00	411,250.00	T
4	80	CON-SNT-C93048UE SNTC 8 x 5 x NBD SMARTnet Contract for PID: C9300-48UN-EDU, 7 YEARS of SERVICE COVERAGE (Includes quantity of 10 for the existing Switches)		3,585.40	286,832.00	
5	70	C9300-NW-E-48 C9300 Network Essentials, 48-port license		0.00	0.00	T
6	70	S9300UK9-1612 Cisco Catalyst 9300 XE 16.12 UNIVERSAL		0.00	0.00	T
7	70	PWR-C1-1100WAC-P 1100W AC 80+ platinum Config 1 Power Supply		0.00	0.00	T
8	70	PWR-C1-1100WAC-P/2 1100W AC 80+ platinum Config 1 Secondary Power Supply		893.00	62,510.00	T
9	140	CAB-TA-NA North America AC Type A Power Cable		0.00	0.00	T
10	70	C9300-DNA-E-48 C9300 DNA Essentials, 48-Port Term Licenses		0.00	0.00	
11	70	C9300-DNA-E-48-7Y C9300 DNA Essentials, 48-Port, 7 Year Term License		1,231.40	86,198.00	T
12	70	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device deployment		Included		
13	70	C9300-SSD-NONE No SSD Card Selected		0.00	0.00	T

14	70	C9300-STACK-NONE No Stack Cable Selected		0.00	0.00	T
15	70	C9300-SPWR-NONE No Stack Power Cable Selected		0.00	0.00	T
16	70	NM-BLANK-T1 Cisco Catalyst Type 1 Network Module Blank		Included		T
17	70	C9300-NM-NONE No Network Module Selected		0.00	0.00	T
Stacking cables						
19	55	STACK-T1-50CM= 50CM Type 1 Stacking Cable		52.50	2,887.50	T
20	10	STACK-T1-1M= 1M Type 1 Stacking Cable		127.05	1,270.50	T
21	2	STACK-T1-3M= 3M Type 1 Stacking Cable		190.58	381.16	T
22	53	CAB-SPWR-30CM= Catalyst Stack Power Cable 30 CM Spare		55.26	2,928.78	T
23	14	CAB-SPWR-150CM= Catalyst Stack Power Cable 150 CM Spare		113.14	1,583.96	T
24	41	C9300-NM-8X= Catalyst 9300 8 x 10GE Network Module, spare		1,243.15	50,969.15	T
SFPs						
26	88	SFP-10G-LR= 10GBASE-LR SFP Module		1,135.20	99,897.60	T
Catalyst 9500 16-port 10G, K12						
28	8	C9500-16X-EDU Catalyst 9500 16-port 10G, K12		7,567.00	60,536.00	T
29	8	CON-SNT-C950DU16 SNTC 8 x 5 x NBD SMARTnet Contract for PID: C9500-16X-EDU, 7 YEARS of SERVICE COVERAGE		5,273.45	42,187.60	
30	8	C9500-NW-A C9500 Network Stack, Advantage		0.00	0.00	T
31	8	S9500UK9-169 UNIVERSAL		Included		T
32	8	PWR-C4-950WAC-R 950W AC Config 4 Power Supply front to back cooling		0.00	0.00	T
33	8	PWR-C4-950WAC-R/2 950W AC Config 4 Power Supply front to back cooling		1,050.00	8,400.00	T
34	16	CAB-TA-NA North America AC Type A Power Cable		0.00	0.00	T
35	8	C9500-NM-BLANK Catalyst 9500 network module blank cover		Included		T
36	8	C9500-DNA-16X-A C9500 DNA Advantage, Term licenses		0.00	0.00	T
37	8	C9500-DNA-L-A-7Y DNA Advantage 7 Year License		7,787.90	62,303.20	T
38	24	PI-LFAS-T Prime Infrastructure Lifecycle & Assurance Term - Smart Lic		Included		T
39	24	PI-LFAS-AP-T-7Y PI Dev Lic for Lifecycle & Assurance Term 7Y		0.00	0.00	T
		NETWORK-PNP-LIC				

40	8	Network Plug-n-Play Connect for zero-touch device deployment			Included	
41	16	SFP-H10GB-CU1M= 10GBASE-CU SFP+ Cable 1 Meter			54.50	872.00 T
42	2	SFP-H10GB-CU2M= 10GBASE-CU SFP+ Cable 2 Meter			55.00	110.00 T
Patch Cables						
44	198	QCR5R5OXBSSZ -6I (Orange 6") Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Orange, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 6 Inch			3.00	594.00 T
45	103	QCR5R5KXBSSZ -6I (Black 6") Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Black, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 6 Inch			3.00	309.00 T
46	210	QCR5R5RXBSSZ -6I (Red 6") Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Red, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 6 Inch			3.00	630.00 T
47	2689	QCR5R5UXBSSZ -6I (Blue 6") Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 6 Inch			3.00	8,067.00 T
Fiber cables						
49	84	SUSZ02LCLCXX XPX-2M Fiber Cable Assembly. Singlemode, OFNR, 2mm, ZIP, 2 fibers, LC-Clip UPC polish to LC-Clip UPC polish, Product Range: PERFORMA. Length 2 meter			18.00	1,512.00 T
50	4	SUSZ02LCLCXX XPX-3M Fiber Cable Assembly. Singlemode, OFNR, 2mm, ZIP, 2 fibers, LC-Clip UPC polish to LC-Clip UPC polish, Product Range: PERFORMA. Length 3 meter			18.50	74.00 T
IDF/MDF Equipment (APC)						
APC UPS						
53	17	SMX3000LVNC SMART UPS X 3000VA RT 100/127V PERP L5-30P LCD WITH NETWORK CARD			1,618.31	27,511.27 T
54	17	SMX120BP SMART UPS X 120V EXT BATTERY BATT PACK RACK TOWER			590.79	10,043.43 T
55	8	SURTD5000RMXLP3U SMART-UPS RT 5000VA RM 208V TO PERP 208/120V			4,378.52	35,028.16 T
56	8	SURT192RMXLBP3U SURT 192 VOLT RM BATTERY PK CPN			1,038.40	8,307.20 T
57	14	AP8970 RACK SWITCHED PDU 120/208V 30A PERP 0U 16X5-20R 7XC13 1XC19 2G			958.39	13,417.46 T
58	21	AP9335TH TEMPERATURE & HUMIDITY SENSOR CPNT			111.67	2,345.07 T
59	1	SFTWES50-DIGI ECOSTRUXURE IT EXPERT ACCESS SVCS FOR 50 NODES (Optional Item)			2,369.23	2,369.23 T
Patch Cables						
61	25	QCR5R5UXBSSZ -10F (Blue 10') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 10 Feet			4.48	112.00 T
Network KVM						
63	3	B022-U08-IP Tripplite IP KVM			667.87	2,003.61 T
Laptop Tray/Shelves						

65	20	11293-719 LOW PRFL SHLF 19X16 BLK		90.00	1,800.00	T
Wireless Access Points						
Outdoor Controller based WAPs						
68	42	AIR-AP1562I-B-K9 802.11ac W2 Low-Profile Outdoor AP, Internal Ant, B Reg Dom.		945.00	39,690.00	T
69	42	CON-SNT-AIRAPBPI SNTC 8 x 5 x NBD SMARTnet Contract for PID: AIR-AP1562I-B-K9, 7 YEARS of SERVICE COVERAGE		335.09	14,073.78	
70	42	SWAP1560-MESH-K9 Cisco 1560 Series Unified Mesh Mode Software		Included		T
71	42	AIR-DNA-E Aironet CISCO DNA Essentials Term Licenses		0.00	0.00	T
72	42	AIR-DNA-E-7Y Aironet CISCO DNA Essentials 7 Year Term License		262.50	11,025.00	T
73	42	WLC-AP-T Aironet AP License Term Licenses		Included		T
74	42	WLC-AP-T-7Y Aironet AP License 7 Year Term License		0.00	0.00	T
75	42	PI-LFAS-AP-T Prime AP Term Licenses		Included		T
76	42	PI-LFAS-AP-T-7Y PI Dev Lic for Lifecycle & Assurance Term 7Y		0.00	0.00	T
77	42	AIR-DNA-NWSTACK-E AIR CISCO DNA Perpetual Network Stack		Included		T
78	42	AIR-DNA-E-T Aironet AP License Term Licenses		Included		T
79	42	AIR-DNA-E-T-7Y Aironet CISCO DNA Essentials 7 Year Term License		0.00	0.00	T
Outdoor WAP protection enclosures						
81	42	3001-00 OUTDOOR AP AND ANTENNA CONCEALMENT SHROUD		330.00	13,860.00	T
Cisco Catalyst 9130AX Series - EDU						
83	154	C9130AXI-B-EDU Cisco Catalyst 9130AX Series - EDU		935.30	144,036.20	T
84	154	CON-SNT-C9130EDI SNTC 8 x 5 x NBD SMARTnet Contract for PID: C9130AXI-B-EDU, 7 YEARS of SERVICE COVERAGE		382.20	58,858.80	
85	154	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device deployment		Included		
86	154	AIR-AP-T-RAIL-R Ceiling Grid Clip for Aironet APs - Recessed Mount (Default)		Included		T
87	154	AIR-AP-BRACKET-1 802.11 AP Low Profile Mounting Bracket (Default)		Included		T
88	154	SW9130AX-CAPWAP-K9 Capwap software for Catalyst 9130AX		Included		T
89	154	CDNA-E-C9130 Aironet AP Term Licenses for Tracking		Included		T
90	154	DNA-E-7Y-C9130 C9130AX CISCO DNA Essential 7 Year Tracking SKU		0.00	0.00	T
91	154	AIR-DNA-EDU-E EDU Aironet CISCO DNA Essentials Term Licenses		0.00	0.00	T

92	154	EDU-DNA-E-7Y CISCO DNA Essential Term Licenses for EDU SKUs - 7 Years
93	154	WLC-AP-T Aironet AP License Term Licenses
94	154	WLC-AP-T-7Y Aironet AP License 7 Year Term License
95	154	PI-LFAS-AP-T Prime AP Term Licenses
96	154	PI-LFAS-AP-T-7Y PI Dev Lic for Lifecycle & Assurance Term 7Y
97	154	AIR-DNA-E-T Aironet AP License Term Licenses
98	154	AIR-DNA-E-T-7Y Aironet CISCO DNA Essentials 7 Year Term License
99	154	AIR-DNA-NWSTACK-E AIR CISCO DNA Perpetual Network Stack

227.04	34,964.16	T
Included		T
0.00	0.00	T
Included		T
0.00	0.00	T
Included		T
0.00	0.00	T
Included		T

Cisco Catalyst 9130AX Series - EDU

101	6	C9130AXE-B-EDU Cisco Catalyst 9130AX Series - EDU
102	6	CON-SNT-C9130ABE SNTC 8 x 5 x NBD SMARTnet Contract for PID: C9130AXE-B-EDU, 7 YEARS of SERVICE COVERAGE
103	6	AIR-AP-T-RAIL-R Ceiling Grid Clip for Aironet APs - Recessed Mount (Default)
104	6	NETWORK-PNP-LIC Network Plug-n-Play Connect for zero-touch device deployment
105	6	AIR-AP-BRACKET-1 802.11 AP Low Profile Mounting Bracket (Default)
106	6	SW9130AX-CAPWAP-K9 Capwap software for Catalyst 9130AX
107	6	AIR-DNA-NWSTACK-E AIR CISCO DNA Perpetual Network Stack
108	6	AIR-DNA-E-T Aironet AP License Term Licenses
109	6	AIR-DNA-E-T-7Y Aironet CISCO DNA Essentials 7 Year Term License
110	6	PI-LFAS-AP-T Prime AP Term Licenses
111	6	PI-LFAS-AP-T-7Y PI Dev Lic for Lifecycle & Assurance Term 7Y
112	6	CDNA-E-C9130 Aironet AP Term Licenses for Tracking
113	6	DNA-E-7Y-C9130 C9130AX CISCO DNA Essential 7 Year Tracking SKU
114	6	WLC-AP-T Aironet AP License Term Licenses
115	6	WLC-AP-T-7Y Aironet AP License 7 Year Term License
116	6	AIR-DNA-EDU-E EDU Aironet CISCO DNA Essentials Term Licenses
117	6	EDU-DNA-E-7Y

1,000.80	6,004.80	T
377.65	2,265.90	
Included		T
Included		
Included		T
0.00	0.00	T
Included		T
0.00	0.00	T
Included		T
0.00	0.00	T
Included		T
0.00	0.00	T
Included		T
227.04	1,362.24	T

		CISCO DNA Essential Term Licenses for EDU SKUs - 7 Years				
Indoor WAP protection enclosure						
119	6	1024-00 POLYCARBONATE NEMA 4 AP ENCLOSURE		128.00	768.00	T
Patch Cables						
121	210	QCR5R5RXBSSZ -2F (Red 2') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Red, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 2 Feet		3.00	630.00	T
DNA licenses for upgrading existing Wireless Access Points						
123	1	AIR-DNA-EDU EDU CISCO DNA for Wireless		0.00	0.00	T
124	88	EDU-DNA-E-7Y CISCO DNA Essential Term Licenses for EDU SKUs - 7 Years		227.04	19,979.52	T
Phones						
126	281	CP-7841-K9= Cisco UC Phone 7841		171.55	48,205.55	T
127	32	CP-7861-K9= Cisco UC Phone 7861		197.50	6,320.00	T
128	10	CP-7832-K9= Cisco 7832 IP Conference Station		497.50	4,975.00	T
Informacast Licenses						
130	323	SSF-USR Singlewire Informacast Fusion Pro-Rated Subscription (Term 5/14/2020 - 12/10/2023)		29.69	9,589.87	T
131	1	SSF-HA Informacast Fusion - High Availability Licensing for added phones		2,200.00	2,200.00	T
Patch Cables						
133	323	QCR5R5UXBSSZ -6F (Blue 6') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 6 Feet		3.50	1,130.50	T
Existing 5520 WLC Smartnet (5 Year Term)						
135	2	CON-SNT-EDU2CT55 SNTC 8X5XNBD Cisco 5520 Wireless Controller		8,497.32	16,994.64	
Patch Cables						
137	40	QCR5R5UXBSSZ -5F (BLUE 5') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa. Length 5 feet		3.43	137.20	T
138	40	QCR5R5WXBSS Z-5 (WHITE 5') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, White, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 5 feet		3.43	137.20	T
139	40	QCR5R5UXBSSZ -10F (BLUE 10') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa. Length 10 feet		4.48	179.20	T
140	40	QCR5R5WXBSS Z-10F (WHITE 10') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, White, No Boots, 568B, Straight, UTP, Stranded CMR, Performa. Length 10 feet		4.48	179.20	T
141	40	QCR5R5UXBSSZ -15F (BLUE 15') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa. Length 15 feet		5.54	221.60	T
		QCR5R5WXBSS Z-15F				

142	40	(WHITE 15') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, White, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 15 feet	5.54	221.60	T
143	40	QCR5R5UXBSSZ -25 (BLUE 25') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, Blue, No Boots, 568B, Straight, UTP, Stranded CMR, Performa. Length 25 feet	7.65	306.00	T
144	40	QCR5R5WXBSS Z-25F (WHITE 25') Copper Patch Cord, CAT6 Channel, RJ45 to RJ45, White, No Boots, 568B, Straight, UTP, Stranded CMR, Performa Length 25 feet	7.65	306.00	T

<p>Need more time to get important stuff done? Ask us about</p> 	Subtotal	\$1,733,862.84
	Handling	\$4.00
	Estimated Sales Tax (9.75%)	\$127,983.78
	SMARTnet	\$0.00
	Professional Services	\$119,075.35
	Shipping	\$0.00
	Total	\$1,980,925.97

Company:
RAVENSWOOD CITY SCHOOL DISTRICT

Requested By:
Solomon Hill
Director of Technology x60160

Description:
Phase V IT (RFP #RCSD-P5IT)



Proposal #23437

About Sales Tax

Items sold by Development Group, Inc. and shipped to destinations in California and Nevada are subject to sales tax.

If an item is subject to sales tax in the state to which the order is shipped, tax is generally calculated on the total selling price of each individual item. In accordance with state tax laws, the total selling price of an order will generally include shipping and handling charges and item-level discounts. The amount of tax charged on your order will depend upon many factors including, but not limited to, the type of item(s) purchased, and the source and destination of the shipment. Factors can change between the time you place an order and the time and invoice is sent, which could affect the calculation of sales taxes. The amount appearing on your proposal as 'Estimated Sales Tax' may differ from the sales taxes ultimately charged.

About Product Returns

Development Group, Inc. ("DEVGRU") only accepts the return of Products (a) that DEVGRU has the right to return to the applicable manufacturers or suppliers, (b) for which DEVGRU receives your written request for return within FOURTEEN (14) DAYS from the date of the invoice for such Products, and (c) that are factory sealed in fully resalable condition or which are Dead on Arrival ("DoA"). Except for Products returned because they are defective or DoA, to be eligible for return, Products must be in resalable condition, complete, unused and unopened, with the outer seal intact. Products that do not meet these conditions are not eligible for return and will be returned to you. Eligible Product returns will receive a credit that will be issued at the original purchase price that you paid for the Product only if your account is current. DEVGRU may return to you, any Product not authorized for return (an "Unauthorized Return") at your expense, or DEVGRU may, at its sole discretion, issue a credit for the current price of the Product, less a thirty percent (30%) restocking fee. DEVGRU is not liable for any loss or damage to Unauthorized Returns.

Company & Payment Information

Mailing Address

Development Group, Inc.
PO Box 991484
Redding, CA 96099-1484

Phone: (530) 229-0071
Fax: (530) 248-3415

Payment Information

Development Group, Inc.
32880 Collections Center Dr
Chicago, IL 60693

Federal Tax ID: 26-3740919

Office Locations

Development Group, Inc.
6704 Lockheed Dr
Redding, CA 96002

Wire Transfer Information

Domestic Wire Transfer (U.S.)

Wire Routing Transit Number (RTN): 026009593
Bank Name: Bank of America
City, State: Chicago, IL
Account Number: 8188065595
Title of Account: DEVELOPMENT GROUP INC

International Wire Transfer

Wire Routing Transit Number:
026009593
SWIFT Code: BOFAUS3N
Bank Name: Bank of America
City, State: Chicago, IL
Account Number: 8188065595
Title of Account: DEVELOPMENT
GROUP INC

Note: All wire transfers must be made in US Dollars



RAVENSWOOD CITY SCHOOL
DISTRICT

STATEMENT OF WORK

PROPOSAL 23437

#RCSD-P5IT

PROPOSAL VERSION 1.0

5/19/2020

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1 Introduction

This Statement of Work (SOW), prepared for Ravenswood City School District (the Customer), provides work specifics to be performed by Development Group, Inc. (the Company) for Proposal 23437.

1.1 Project Work Summary

Ravenswood City School District is currently in the fifth and final phase of a district-wide network refresh. The project is being broken into four different responses which cover the various disciplines in the project. This scope of work covers the implementation of the UPS and Networking infrastructure for the project. It is anticipated that the project will be completed in two phases, with the first phase involving the Costano and Belle Haven campuses. The DO and Los Robles McNair campuses would be expected to be completed as the second phase. The desired project timeline is to have the first two campuses complete over the 2020 summer break. There are many areas of the other phase 5 projects that impact, and will be impacted by, this project that are happening concurrently.

1.2 Project Milestones and Payment Schedule

1.2.1 The major milestones, related tasks and resulting schedule for this project will be developed depending on the total effort and cost required to complete the specific project covered by this Statement of Work. Delivery of the schedule will be due within the limits listed below following contract execution, using input from the Customer and the project manager(s) responsible for the schedule of the related predecessor project(s).

- Milestones, tasks, and schedule for the project will be completed within twenty one (21) business days following approval of the statement of work.

1.2.2 Any delay in the performance of the Company's obligations to the Customer that is caused by the Customer, its other contractors or suppliers shall be treated as an extension and the delivery schedule and time for performance shall be extended for a period reflecting the delay caused by the extension or suspension. The Company shall resume any suspended work at the earliest possible opportunity when directed to do so by the Customer, with respect to obligations to other customers and considering available personnel.

1.2.3 Invoicing, and subsequent payment, for all products related to this project will be done in accordance with the terms and conditions of

the governing Master Services Agreement, unless otherwise agreed to in an Associated Contract.

- 1.2.4 An initial invoice for 10% of the value for this Statement of Work will be submitted to the Customer at contract signing and shall represent financial consideration for the following work performed by the Company:
 - A. Allocation of engineering resources for design and scheduling meeting(s)
 - B. Site Survey(s) and/or meeting with Customer's low-voltage contractor for the purpose of coordinating services (if required)
- 1.2.5 Subsequent invoicing for services performed on this project will be submitted to the Customer every two (2) weeks, in arrears, for services rendered during the preceding two (2) week period. Prompt payment of services invoices is guaranteed by the Customer and will be made in accordance with the terms and conditions of the governing Master Agreement.

1.3 Company Project Stakeholders

Name	Project Role	Contact Information
Aaron Sang	Sales Engineer	asang@development-group.net Office: 530-646-3537
Ryan O'Malley	Sales Administrator	romalley@development-group.net Office: 530-646-3540
Terry Kritsepis	Senior Account Manager	tkritsepis@development-group.net Office: 530-646-3369
Eric Stoxen	Sales Engineer	estoxen@development-group.net Office: 530-510-4304
TBD	Project Manager - DGI	
Paul Rittell	Lead Field Engineer - Collaboration	prittell@development-group.net Office: 530-646-3535
Daniel Jenkins	Practice Manager - Cabling and Installation Services	djenkins@development-group.net Office: 530-646-3566

1.4 Customer Project Stakeholders

Name	Project Role	Contact Information
Solomon Hill	Director of Technology	solomonh@ravenswoodschools.org Office: 650-329-2800 ext 60166

1.5 Company Project Escalation Contacts

Name	Project Role	Contact Information
Dan Lockwood	President	dlockwood@development-group.net Office: 530-510-4303
Tony Jenkins	Director, Operations	tjenkins@development-group.net Office: 530-510-4308
Greg Drake	Engineering Manager	gdrake@development-group.net Office: 530-510-4308

1.6 Installation Site Address(es)

District Office
2120 Euclid Avenue
East Palo Alto, CA 94303

Costano
2695 Fordham Street
East Palo Alto, CA 94303

Los Robles McNair
2033 Pulgas Avenue
East Palo Alto, CA 94303

Belle Haven
415 Ivy Drive
Menlo Park, CA 94303

1.7 Summary of Assumptions

1.7.1 General Assumptions

A. General assumptions used to prepare this SOW:

1. All changes to this Statement of Work, whether requested by the Company or the Customer, will be via the attached Change Request form.
2. Any quantity of pre-allocated hours including, but not limited to, end-user training, administrative training and/or project management which is not consumed during the course of this Statement of Work may not be applied to other work efforts and shall not obligate the Company to further work beyond the conclusion of this Statement of Work.
3. Cabling work can sometimes be unpredictable. The quantities of devices in the proposal have reflected DGI's best understanding of what equipment is required at this point in time. Any change in the physical layout of the project may result in an excess or shortage of equipment.

2 Company Responsibilities

2.1 General Company Responsibilities

- 2.1.1 All equipment listed within this Statement of Work will be upgraded to the most recent, recommended software. In some cases the software recommended by the Company may not be the most current version available from the manufacturer.
- 2.1.2 Unless specified in this scope of work no additional software will be configured. In some cases proposals may include licenses to software to which the customer is entitled but not scoped to be configured.
- 2.1.3 When installing product, Company will connect the power supply (or power supplies) to a UPS and/or PDU using the included power cord(s); the standard power cord included is a 5-15P to C13, 6ft, 18AWG, black, male to female cord. Power connections requiring a different power cord will either be included elsewhere in this Statement of Work or supplied by the Customer.
- 2.1.4 All installed Ethernet cables will be neatly connected to the Ethernet switch(es) making the best use of existing horizontal and vertical cable management hardware.
- 2.1.5 Connection(s) to the network will be in accordance with the network topology drawing(s) for this project.

2.2 Company provided administration and documentation:

- 2.2.1 Provide detailed as-built drawings and documentation that describe the system installation. As-built drawing will include documentation of logical network connections, IP addressing, routing protocols, WAN/telecom circuit information, device serial numbers and/or VLAN information as appropriate.
- 2.2.2 Test all installed hardware and software for proper operation using a detailed test plan to be developed jointly by both parties.
- 2.2.3 Company will clear all work areas of shipping cartons, packaging and debris created by the Company at the conclusion of each work day.
- 2.2.4 Company will maintain a master task list and schedule of all project milestones and work items. Customer understands and agrees that the master task list and schedule maintained by the Company will be the definitive document set by which the project will be managed.

- 2.2.5 Company will conduct regular project status meetings with appropriate project stakeholders, and other interested third parties, weekly or as otherwise agreed to by both parties. The Company will record meeting minutes, maintain an issues list, and list action items for subsequent meetings. Meeting minutes and supporting documentation will be distributed to attendees, project stakeholders and third-parties at the conclusion of each.

2.3 Physical Installation

2.3.1 Collaboration Devices Physical Installation

2.3.1.1 IP Phones:

- A. Assumptions used to prepare this SOW for IP Phones:
1. DGI will install the following quantity of phones in the customer directed locations:
 - o 281 CP-7841-K9+ IP Phones
 - o 32 CP-7861-K9= IP Phones
 - o 10 CP-78320K9= IP Phones

2.3.2 Enterprise Networking Devices Physical Installation

2.3.2.1 Installation:

- A. Assumptions used to prepare this SOW for Installation:
1. Company will install two (2) SURTD5000RMXLP3U UPS with two (2) SURT192RMXLBP3U battery pack in each MDF for a total of eight (8) of each device.
 2. Company will install one (1) SMX3000LVNC UPS with one (1) SMX120BP battery pack in each IDF for a total of seventeen (17) of each device.
 3. Company will install one (1) AP9335TH temperature and humidity sensor in each MDF/IDF for a total of twenty-one (21) units.
 4. Company will install fourteen (14) AP8970 rack switched PDUs
 5. Sizing for UPS run time estimations are based on the company's experience with the average load of equipment allocated in this proposal. Run times may vary based on the actual conditions of the UPS in production.

6. If any additional equipment outside of this proposal is plugged in the UPS the desired run time may not be achieved.
- B. Enterprise Networking Technologies Installation Responsibilities:
1. Company will inspect the equipment to ensure there are no signs of damage, the environment is suitable for operation and that there will be sufficient clearance around the system for service.
 2. Company will install each UPS and battery pack in a standard, existing two-post rack, server cabinet, wall mounted rack or wall mounted enclosure as required and connect the UPS to the existing electrical service.
 3. All cables will be secured as neat as possible in the customer environment utilizing existing cable management and company provided cable Velcro tape.
 4. Company will clear and remove all boxes, packaging, and garbage associated with the installation of the device.
 5. Each switch will be installed in a standard, existing two-post rack, server cabinet, wall mounted rack or wall mounted enclosure as required.
 6. Company will connect the power supply (or power supplies) to a UPS and/or PDU using the included power cord(s); the standard power cord included is a 5-15P to C13, 6ft, 18AWG, black, male to a female cord.
 7. Power connections requiring a different power cord will either be included elsewhere in this Statement of Work or supplied by the Customer.
 8. All Ethernet cables will be neatly connected to the Ethernet switch(es) making the best use of existing horizontal and vertical cable management hardware.
 9. Connection(s) to the network will be in accordance with the network topology drawing(s) for this project.

2.4 Collaboration

2.4.1 VOICE

2.4.1.1 Call Manager:

- A. Assumptions used to prepare this SOW for Call Manager:
 - 1. Additional CUCM and Unity Connection Licensing is not currently provided as part of this proposal
- B. Collaboration Technologies Responsibilities:
 - Call Manager configuration to include:
 - 1. Provisioning of up to three hundred twenty-five (325) Cisco IP phones into Cisco Unified Communications Manager
 - 2. Up to one (1) directory association for each IP phone
 - 3. Up to (1) end user association for each IP phone
 - 4. Phones will be added to the appropriate existing paging groups in Informacast.

2.5 Enterprise Networking

2.5.1 ROUTE / SWITCH

2.5.1.1 Sub-Category:

- A. Assumptions used to prepare this SOW for Sub-Category:
 - 1. Company will reuse the customer's existing WAN failover routing strategy when cutting over the WAN equipment.
 - 2. Company will install two (2) 9500-16X switches in each MDF, for a total of eight (8).
 - 3. Company will install seventy (70) C9300-48UN-EDU switches into customer specified locations.
 - 4. Company will install four (4) IP KVM in each MDF to allow for IP KVM reachability to the existing C Series servers at each location.
 - 5. Company will install laptop trays in each IDF.

B. Route/Switch Technologies Responsibilities:

Route/Switch configuration to include:

1. Basic Cisco IOS services and features will be configured or disabled based on Company's best practice recommendation.
2. Each switch stack will be configured with a hostname and management IP address according to the scheme that is established in the design meeting with Customer.
3. Remote management access will be configured on each device. The source address of management connections will be restricted to specific IP address and/or IP subnets specified by the Customer.
4. Switch ports will be configured with Company's best practice security settings unless otherwise requested by customer. Exact security settings to be used will be established in design meeting with Customer.
5. Switch ports will be configured to classify and queue traffic based on Cisco AutoQOS policies.
6. For existing switch replacements, switch access port VLAN configuration will be migrated from existing switches to new switches unless design changes are determined necessary during design meetings with Customer.
7. Switch will be configured with dynamic routing protocols and/or static routes as necessary to perform appropriate routing of data through Customer network.
8. Switch VLANs and SVIs will be configured to establish IP connectivity with Customer's existing IPv4 addressing plan.
9. Up to two (2) hours of admin training will be provided on how to manage and operate Cisco Catalyst switches and routers
10. Company will provide on-site engineer for up to four (4) hours of 2nd day support after site cut-over.

2.5.2 WIRELESS

2.5.2.1 Sub-Category:

A. Assumptions used to prepare this SOW for Sub-Category:

1. WLC redundancy work in Phase 4/Phase 5 is complete prior to starting project.
2. WLC software version needs to be running 8.10 in order to support the new 9130 APs. 8.10.121 is currently the recommended version of software for the 5520 platform, but this may be updated by the time the project starts.

B. Wireless Technologies Responsibilities:

Wireless configuration to include:

1. Company will convert the existing 5520 WLCs over to Smart Licensing which is required to support the 9130 APs.
2. Company will ensure that all new APs are configured to talk to both of the existing 5520 WLCs in the environment.
3. Outdoor 1562 APs:
 - o Each NEMA and WAP will be mounted in the customer specified location.
 - o Company will supply the appropriate wall anchors and fasteners to mount each NEMA and WAP
 - o Company will install the NEMA to the wall using the appropriate hardware. (Install heights greater than 12 ft. will require the use of a lift.)
 - o Company will install the WAP inside the NEMA using the appropriate hardware.
 - o Company will install the selected antenna type to the WAP.
 - o Each WAP will be connected to existing Category 5 (or better) low-voltage cabling.
 - o All cables will be secured as neat as possible in the customer environment.

- Company will clear and remove all boxes, packaging, and garbage associated with the installation of the device.
- A pair of the outdoor APs will be utilized to build a wireless bridge link in the DO bus barn area.

4. Interior Gym APs

- Installation of the Right Angle Oberon Bracket and Wireless Access Point will include:
- Each Oberon Bracket and WAP will be mounted in the customer specified location.
- Company will supply the appropriate wall anchors and fasteners to mount each Oberon and WAP
- Company will install the Oberon Bracket to the wall using the appropriate hardware. (Install heights greater than 12 ft. will require the use of a lift.)
- Company will install the WAP to the Oberon Bracket using the appropriate hardware.
- Each WAP will be connected to existing Category 5 (or better) low-voltage cabling.
- All cables will be secured as neat as possible in the customer environment.
- Company will clear and remove all boxes, packaging, and garbage associated with the installation of the device.

5. WLC Configuration

- APs will be named as appropriate to indicate their location.
- APs will be placed in AP groups and FlexConnect groups appropriate for their location

2.5.3 BATTERY BACKUP SYSTEMS

2.5.3.1 UPS:

- A. Assumptions used to prepare this SOW for UPS:
 - 1. Customer will supply appropriate SMTP information and will make any needed changes to the SMTP relay in order to allow this to function.

- B. UPS Technologies Responsibilities:
 - UPS configuration to include:
 - 1. The company will configure the network management cards for the UPS in the customer environment. The card will be configured to send SMTP based alerts to a customer specified email using customer provided SMTP server. The SMTP communication can use a basic username/password if required for SMTP authentication.
 - 2. UPS alerts will be configured per Company's best practice recommendations.
 - 3. An optional Ecostruxure quote has been provided with this proposal and is licensed up to fifty (50) devices. The Ecostruxure software is cloud managed and will allow the customer to see, in a centralized fashion, the customer UPS environment and any alerts, warnings, or problems in the environment.

3 Ravenswood City School District Responsibilities

3.1 General

- 3.1.1 It is the responsibility of the Customer to maintain current backups of all stored data. Company assumes no responsibility and/or liability for the loss of any Customer data.
- 3.1.2 Upon the presentation of a Work Acceptance Certification document, the Customer will either agree to the completion of the work described therein or provide a detailed, written account of the work items in dispute. If neither the Work Acceptance Certification document nor a valid dispute are returned to the Company within five (5) business days, the work items described in the Work Acceptance Certification document shall be deemed to have been accepted by the Customer.

3.2 Specific

- 3.2.1 Customers will be responsible for internal DNS changes and external DNS changes as requested. The solution requires that the internal and external domains to be the same with the appropriate SRV records.
- 3.2.2 Provide a Customer representative that will be the primary point of contact for this project. At a minimum, this person must be available to meet weekly with all project stakeholders. The Customer representative must have authorization to incur charges and make decisions that will affect the successful implementation of the project, and must be able to provide or arrange physical access to all areas of the facility(ies) which will receive installed equipment as part of this project.
- 3.2.3 Provide accurate scale drawings and/or “blueprints” of the Customer’s facility(ies) as may be required for the execution of this Statement of Work.
- 3.2.4 Provide all station cabling, Ethernet patch cords, additional necessary power cords and any other necessary cables unless specified explicitly elsewhere in this statement of work or associated proposal(s).
- 3.2.5 Provide laborers to move furniture and fixtures that may be required as part of this project; Company will not move any furniture or fixtures.

- 3.2.6 Provide a meeting place appropriate to the size of the audience and content presented (room, furniture, seating, etc.) for all training sessions and/or other presentations that are to be made by the Company.
- 3.2.7 Customer understands and agrees to be solely and completely responsible to verify the correctness and proper operation of all emergency telecom services including 911, E911 or CAMA trunks whether or not the services were installed and/or configured by the Company.
- 3.2.8 Provide telecommunications relay rack equipment, including but not limited to two-post relay racks, four-post relay racks and/or wall-mounted relay racks or cabinets with the correct interior dimensions to accommodate all equipment for this project. Such relay rack equipment will be installed in accordance with applicable local building codes prior to the Company engaging in this Statement of Work.
- 3.2.9 If a height exceeding twelve (12) feet is required to install any equipment, a lift will be provided by the Customer.
- 3.2.10 All roof and/or exterior wall penetrations are the responsibility of the Customer.
- 3.2.11 Unless otherwise specifically stated elsewhere in this Statement of Work, the Customer shall be responsible for the removal of any existing clocks, bells, surveillance cameras and/or any other control systems that may be rendered obsolete and/or inoperable by the completion of this project.
- 3.2.12 Unless otherwise specifically stated elsewhere in this statement of work or associated proposal(s), the Customer shall provide all electrical circuits, UPS(es), PDU(s) and HVAC required to support active electronic equipment being installed by the Company as part of this project.
- 3.2.13 Ensure the relay rack (or racks) in each location is/are engineered to support the weight of all installed equipment.
- 3.2.14 Ensure the equipment location has temperature control that accommodates the operational temperature of the equipment outlined in this scope of work.
- 3.2.15 Coordinate installation schedules with Company; all work shall be scheduled per the MSA, unless otherwise agreed to in an Associated

Contract. Changes to the project timeline that are the result of work, or lack thereof, by the Customer and/or Customer's agents may result in additional charges.

- 3.2.16 Provide an on-site authorized Customer representative at all times when Company staff is engaged in work at a Customer's facility and/or co-located datacenter space. The on-site Customer representative must be able to provide physical access to all areas of the facility(ies) which will receive installed equipment as part of this project including disabling any burglar alarm system(s) and/or unlocking any doors. Physical access restrictions dramatically reduce work efficiency and may result in additional costs being assessed to the Customer.
- 3.2.17 Company reserves the right to assess additional change charges to the Customer for indirect expenses due to missed appointments. This includes the absence of an authorized Customer representative during on-site work. These may also include the associated standby time for Field Engineers, travel time/costs for return visit, and/or additional equipment shipping costs.
- 3.2.18 Participate in a per-site and/or per IDF/MDF quality acceptance process with the Company's Project Manager or Practice Manager at the conclusion of the project, or in the case of a multi-phase project, at the conclusion of each phase.
- 3.2.19 Schedule, coordinate, and notify end users of any planned network or facility service interruptions required during the execution of this Statement of Work.
- 3.2.20 At such time as the Company begins work on any computer or other system of the Customer, the Customer shall provide the Company all applicable passwords, VPN access, and other information required for the Company to access such systems and perform services thereon or with respect thereto. The furnishing of any such password, VPN access, or other information shall be conclusively deemed to include the authorization and approval of any federal, state, or local governmental agency or authority for the Company to access and work on the systems.
- 3.2.21 Notify the Company of any defects with the installation services described herein within thirty (30) days after the date of the system cutover. In the event of multiple cutover dates (e.g. multi-site deployment), a thirty (30) day period will apply to the services provided during each individual cutover. Any defects reported by the Customer to the Company beyond thirty (30) days after the

conclusion of this project will be deemed to be a separate work effort outside of this SoW and will be undertaken at the direction of the Customer for additional cost.

- 3.2.22 Execute changes to any existing IT or facility system which is not specifically included in this Statement of Work but which may be necessary for the successful implementation thereof.

4 Signature Forms

4.1 Statement of Work Agreement

4.2 Change Request Form

4.3 Work Acceptance Certification



Work Acceptance Certification (Sample)

Date: _____

Project Name:

Project Number: #####

Project Manager:

Customer:

Description of the work completed:

<input type="checkbox"/> Project complete	<input type="checkbox"/> Phase complete	<input type="checkbox"/> Major deliverable complete
---	---	---

In reference to the "Master Service Agreement" executed between Development Group, Inc., the ("Company"), and Ravenswood City School District, the ("Customer"), both parties hereby certify, by the signature of an authorized representative, that this project, project phase, or major deliverable meets or exceeds the agreed-upon performance standards for scope, quality, schedule and cost. The Customer further agrees that documentation for all relevant security, legal and regulatory requirements have been furnished by the Company and/or have been reviewed by the Customer.

Additional remarks:

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Work Acceptance Certification to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood

President



Change Request Form (Sample)

Date: _____

In reference to the "Master Service Agreement" executed between Development Group, Inc., the ("Company"), and Ravenswood City School District, the ("Customer") regarding Project [PROJECT NUMBER], both parties hereby certify, by the signature of an authorized representative, this Change Request Form will amend and be fully incorporated into the existing Statement of Work (SoW), Version 1.0, dated 5/19/2020.

- 1. Change request number for this project:
- 2. Reason for Change Request:
- 3. Changes to the SoW:
- 4. Schedule impact:
- 5. Cost impact:

SoW / Change Request	Product(s)	Services and/or T&E	Total
Original value of SoW	\$	\$	\$
Value of Change Request #	\$	\$	\$
New value of SoW	\$	\$	\$

- 6. Purchase order issuance (if applicable): Customer shall issue a written Purchase Order to Company, or shall issue an amendment to its original Purchase Order issued under this SoW, for the total amount of \$ _____.

Except as changed herein, all terms and conditions of the SoW remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Change Request to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood

President



Statement of Work Agreement

Date: _____

I, representing Ravenswood City School District, authorize the foregoing Statement of Work for Proposal 23437, Version 1.0, dated 5/19/2020 and direct the Company to immediately begin the fulfillment thereof.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Statement of Work to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood

President



6704 Lockheed Dr – Redding, CA 96002
Phone: (530) 229-0071 www.development-group.net

RAVENSWOOD CITY SCHOOL DISTRICT
P5IT

DRAWING NOTES:

PM:	AM: TKRITSEPI
DATE: 5/19/2020	SE: ESTOXEN
REV DATE:	SCALE: NO SCALE (1:1)
REV BY: ESTOXEN	

COVER SHEET

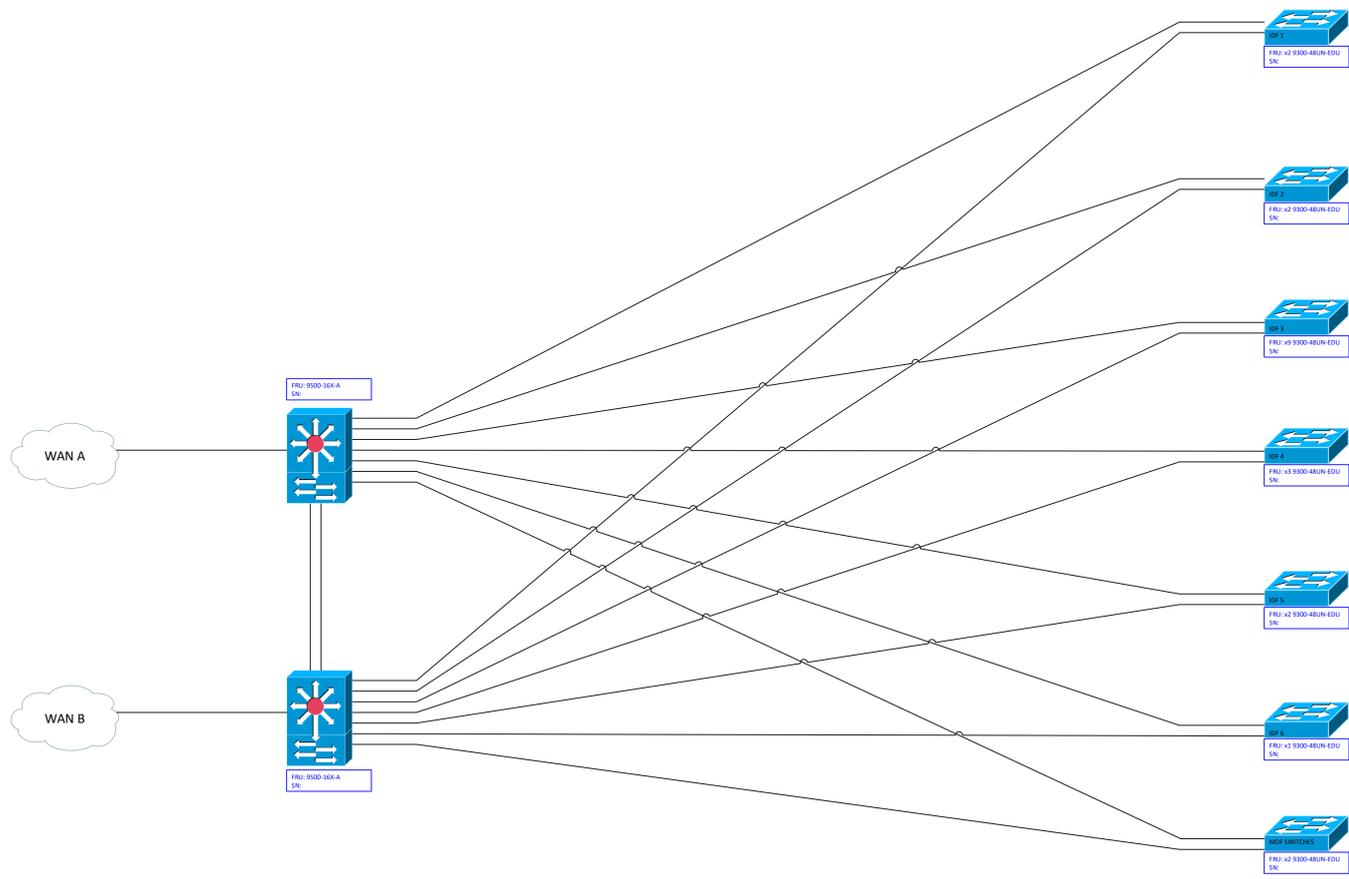
DRAWING
NUMBER

NO.1



6704 Lockheed Dr – Redding, CA 96002
Phone: (530) 229-0071 www.development-group.net

**RAVENSWOOD CITY SCHOOL DISTRICT
P5IT**



DRAWING NOTES:

PM:	AM: TKRITSEPI
DATE: 5/19/2020	SE: ESTOXEN
REV DATE:	SCALE: NO SCALE (1:1)
REV BY: ESTOXEN	

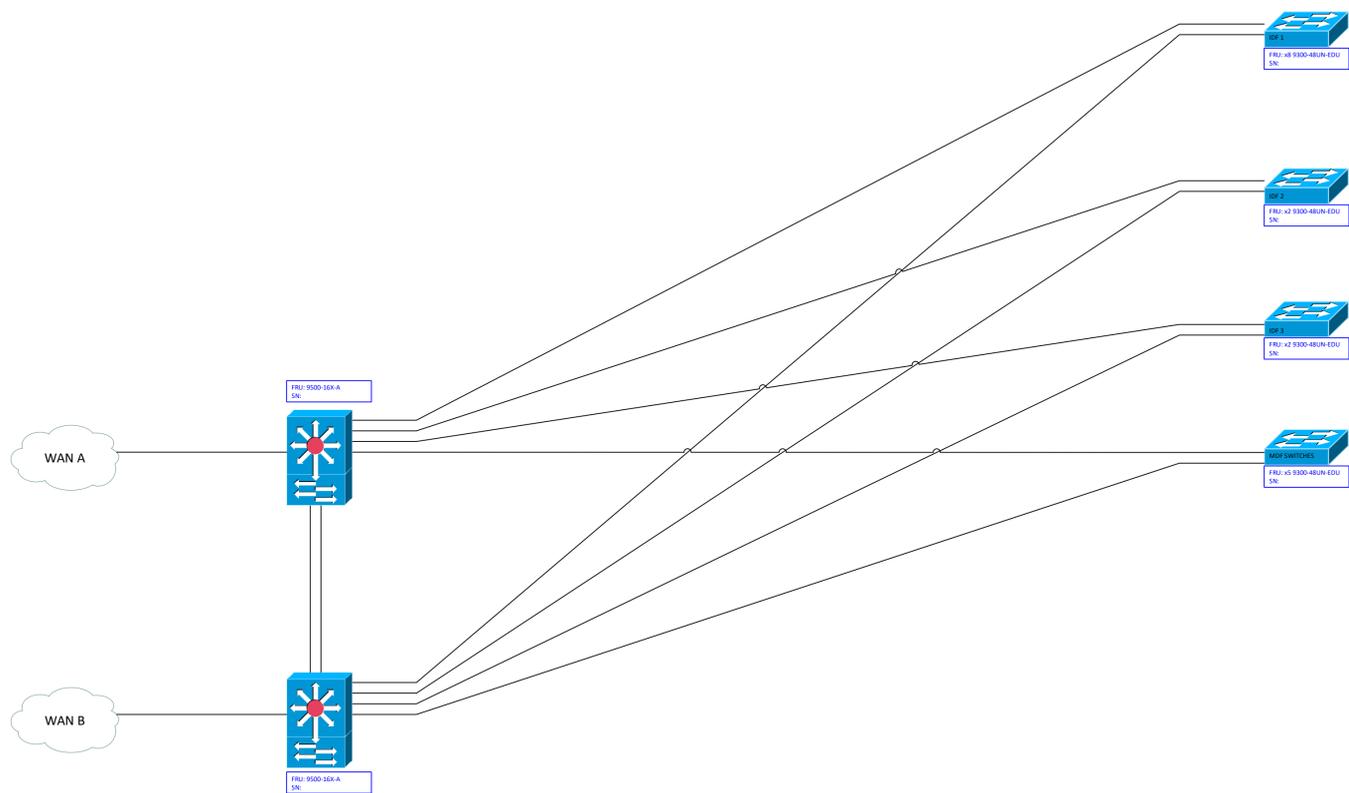
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DRAWING NUMBER **N1.1**



6704 Lockheed Dr – Redding, CA 96002
Phone: (530) 229-0071 www.development-group.net

**RAVENSWOOD CITY SCHOOL DISTRICT
P5IT**



DRAWING NOTES:

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DATE: 5/19/2020	SE: ESTOXEN
REV DATE:	SCALE: NO SCALE (1:1)
REV BY: ESTOXEN	

COSTANO

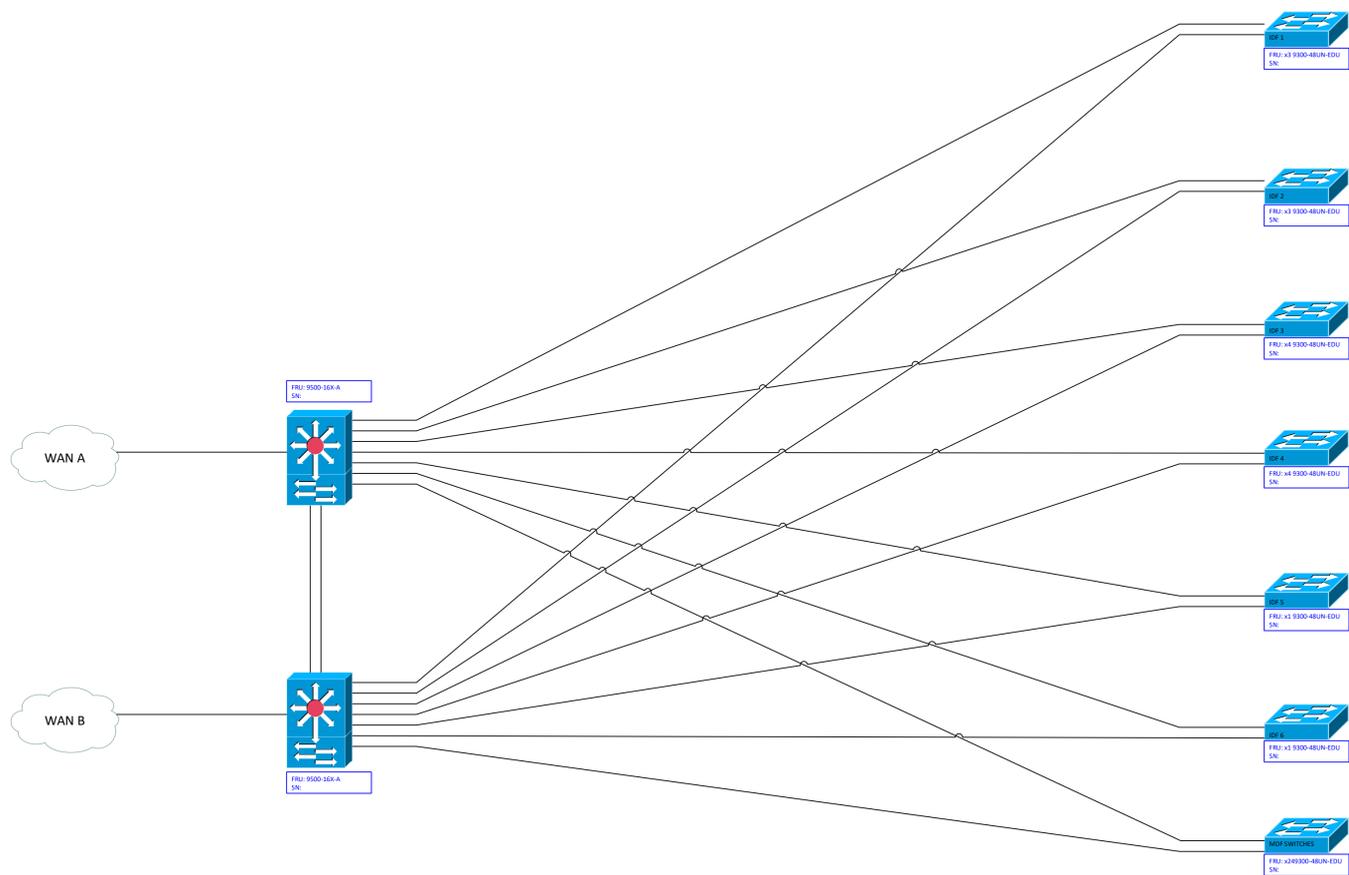
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NUMBER

N1.2



6704 Lockheed Dr – Redding, CA 96002
Phone: (530) 229-0071 www.development-group.net

**RAVENSWOOD CITY SCHOOL DISTRICT
P5IT**



DRAWING NOTES:

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DATE: 5/19/2020	SE: ESTOXEN
REV DATE:	SCALE: NO SCALE (1:1)
REV BY: ESTOXEN	

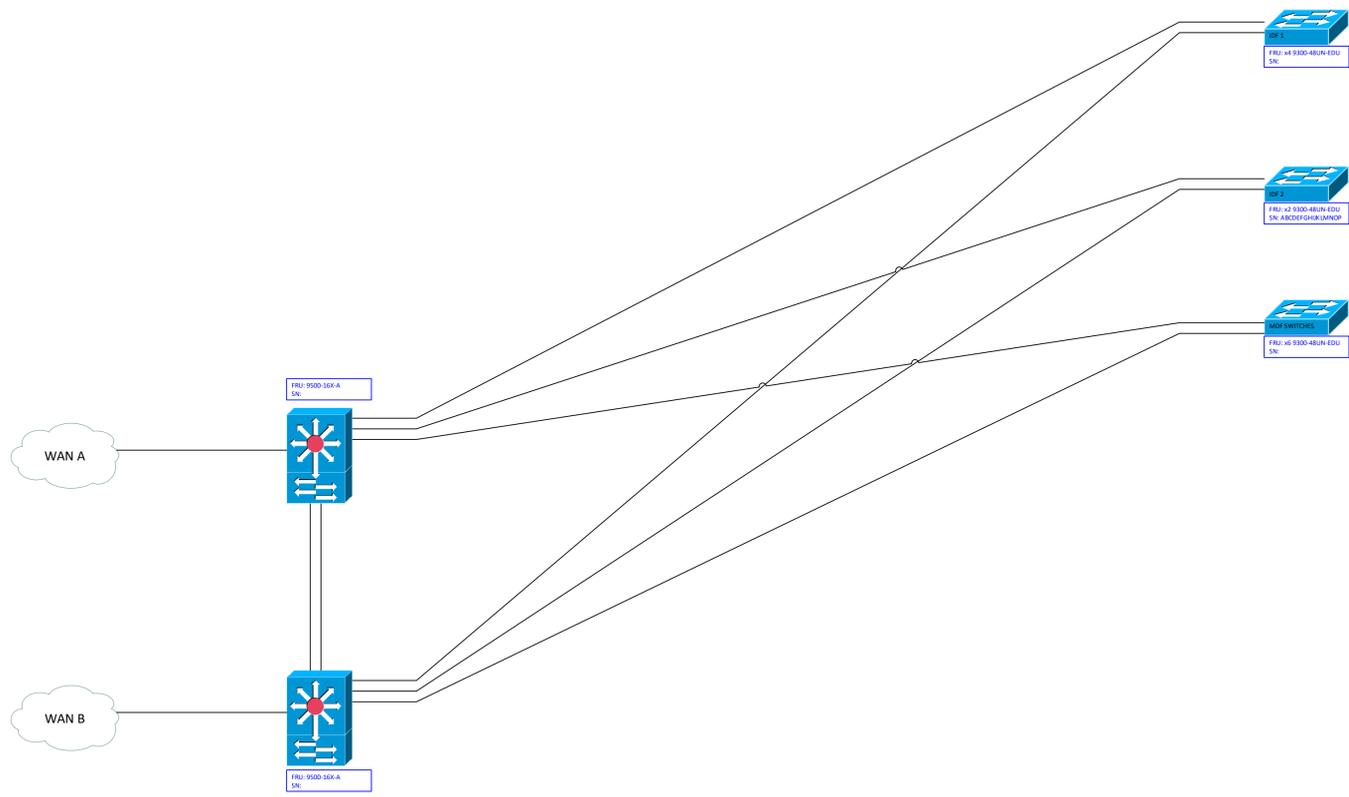
BELLE HAVEN

DRAWING NUMBER **N1.3**



6704 Lockheed Dr – Redding, CA 96002
Phone: (530) 229-0071 www.development-group.net

**RAVENSWOOD CITY SCHOOL DISTRICT
P5IT**



DRAWING NOTES:

PM:	AM: TKRITSEPI
DATE: 5/19/2020	SE: ESTOXEN
REV DATE:	SCALE: NO SCALE (1:1)
REV BY: ESTOXEN	

LOS ROBLES MCNAIR

DRAWING NUMBER **N1.4**

References

Santa Rosa City Schools

District Information:
211 Ridgway Ave.
Santa Rosa, CA 95401
(707) 890-3800

Customer Contact:
Adrian Bica
Director of Technology
abica@srcs.k12.ca.us

SERVICE TYPE: Switching, Wireless, Firewall, Voice & Collaboration, UPS, Clock/Speakers & Mass Notification (01/2016 – Present, Erate and Non-Erate) *Pricing \$14m+ in projects

Novato Unified School District

District Information:
1015 7th Street
Novato, CA 94945
(415) 897-4201

Customer Contact:
Ryan Green
Technology Supervisor
RGREEN@nUSD.org

SERVICE TYPE: Switching, Wireless, Firewall, Storage, Voice & Collaboration (06/2014 – Present, Erate) *Pricing \$7m+ in projects

Walnut Creek Elementary School District

District Information:
960 Ygnacio Valley Rd
Walnut Creek, CA 94596
(707) 333-8737

Customer Contact:
Ruben Fernandez
Director of Innovation & Technology
rfernandez@wcsd.k12.ca.us

SERVICE TYPE: Network infrastructure upgrade: switching, routing, wireless, mass notification, clocks/speakers, and network security (Erate and Non Erate) *Pricing \$3m+ in projects

Forms and Exhibits

14 Appendix A: Submittal Form

COMPANY NAME: Development Group, Inc.

ADDRESS: 6704 Lockheed Dr, Redding, CA 96002

PHONE #: 530-229-0071 **FAX #:** 530-248-3415

AUTHORIZED AGENT SIGNATURE: 

DATE: 5/25/2020

Reference 1:

COMPANY NAME: Santa Rosa City Schools
ADDRESS: 211 Ridgway Ave., Santa Rosa, CA 95401
PHONE #: 707-890-3800

Reference 2:

COMPANY NAME: Novato Unified School District
ADDRESS: 1015 7th St, Novato, CA 94945
PHONE #: 415-897-4201

Reference 3:

COMPANY NAME: Walnut Creek Elementary School District
ADDRESS: 960 Ygnacio Valley Rd., Walnut Creek, CA 94596
PHONE #: 707-333-8737

Submittal

1. Proposals submitted via mail or delivered are to contain 1 original hard copy, and 5 stapled or bound copies in 8-1/2" x 11" binders with any supporting documentation.
 - a. In addition to the aforementioned paper copies, please provide an electronic (preferably PDF) copy of the proposal via USB flash or e-mail to rfps@ravenswoodschools.org.
2. Proposals submitted via email are to be secured from the ability to edit the file in the final format. The file is to be in a searchable PDF format.
3. Responses must be submitted via mail, delivered, or emailed by 3:00PM on May 25, 2020 to:

ATTN: Solomon Hill
Business Office
Ravenswood City School District
2120 Euclid Avenue
East Palo Alto, CA 94303
rfps@ravenswoodschools.org

PROFESSIONAL SERVICES AGREEMENT

Project: #RCSD-P5IT

**AGREEMENT BETWEEN RAVENSWOOD CITY SCHOOL DISTRICT AND
[VENDOR]**

This Vendor Contract ("Agreement" or "Contract") is made as of the date in the year **2020**, between the **Ravenswood City School District** ("District") and **Development Group, Inc.** ("Vendor"). The District and Vendor may be individually referred to herein as a "Party" or collectively referred to herein as the "Parties."

RECITALS

WHEREAS, absent an exception or exclusion, competitive solicitation is required when contracting for Goods and Services in excess of the State bid limit, adjusted annually for inflation;

WHEREAS, the District is authorized to contract with and employ any persons for the furnishing of special and professional services and advice if those persons are specially trained and experienced and competent to perform the services required;

WHEREAS, the District is in need of **[PROJECT]** and the Vendor warrants that it is specially trained, licensed and experienced and competent to perform the services required by the District;

WHEREAS, the Vendor agrees to perform the services described in this Agreement in accordance with the standards of its profession, to District's satisfaction, and in accordance with this Agreement.

NOW, THEREFORE, the Parties agree as follows:

- 1. Availability of funds and budget and fiscal provision and termination in the event of non-appropriation.**
 - 1.1. This Agreement is subject to the budget and fiscal policies, regulations, and practices of the District.
 - 1.2. The amount of the District's obligation hereunder shall not at any time exceed the amount herein stated, **except as modified by a written change order which is executed by both parties.**
 - 1.3. The District has no obligation to renew this Agreement after expiration of its term. If funds are appropriated for a portion of a fiscal year, this Agreement will terminate, without penalty, at the end of the term for which funds are appropriated.
 - 1.4. This section controls against any and all other provisions of this Agreement.
- 2. Services.** Vendor shall furnish to the District the following services, as more fully described in **Exhibit "A,"** attached hereto and incorporated herein by this reference ("Services" or "Work"): **Statement of Work for PROJECT" dated DATE.**
- 3. Term.** Vendor shall commence providing Services under this Agreement on **DATE**, and will diligently perform as required or requested by District as applicable. The term for these Services shall expire on **DATE**. This Agreement may be extended upon mutual approval of both Parties in writing on an annual basis to the extent permissible under applicable law.
- 4. Services Vendor Agrees To Perform.** See **"Exhibit A – Statement of Work for PROJECT" dated DATE**
- 5. Submittal of Documents.** The Vendor shall not commence the Work under this Agreement until the Vendor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts. Vendor's Services will be performed with due care and in accordance with applicable law, code, rule, regulation, and/or ordinance.

- 11.2. Vendor hereby represents that it possesses the necessary professional capabilities, qualifications, licenses, skilled personnel, experience, expertise, and financial resources, and it has available and will provide the necessary equipment, materials, tools, and facilities to perform the Services in an efficient, professional, and timely manner in accordance with the terms and conditions of the Agreement.
- 11.3. Vendor shall be responsible for the professional quality, technical accuracy, completeness, and coordination of the Services, and Vendor understands that the District relies upon such professional quality, accuracy, completeness, and coordination by Vendor in performing the Services.
- 11.4. Vendor shall ensure that any individual performing work under the Agreement requiring a California license shall possess the appropriate license required by the State of California. All personnel shall have sufficient skill and experience to perform the work assigned to them.

12. Originality of Services. Vendor agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the District and/or used in connection with this Agreement, shall be wholly original to Vendor and shall not be copied in whole or in part from any other source, except that submitted to Vendor by District as a basis for such services.

13. Copyright/Trademark/Patent. Vendor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Vendor consents to use of Vendor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

14. Termination.

- 14.1. **Without Cause by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Vendor only for services satisfactorily rendered and equipment delivered and encumbered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Vendor. Notice shall be deemed given when received by the Vendor or no later than ~~three~~ **seven (7)** days after the day of mailing, whichever is sooner.
- 14.2. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 14.2.1. material violation of this Agreement by the Vendor; or
 - 14.2.2. any act by Vendor exposing the District to liability to others for personal injury or property damage; or
 - 14.2.3. Vendor is adjudged a bankrupt, Vendor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Vendor's insolvency.

Written notice by District shall contain the reasons for such intention to terminate and, unless within three (3) calendar days after that notice the condition or violation shall cease or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required Services from another Vendor. If the expense, fees, and/or costs to the District exceeds the cost of providing the Services pursuant to this Agreement, the Vendor shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

- 14.3. Upon termination, Vendor shall provide the District with all documents produced maintained or

collected by Vendor pursuant to this Agreement, whether or not such documents are final or draft documents.

15. Indemnification

To the furthest extent permitted by California law, Vendor shall defend, indemnify, and hold free and harmless the District, its agents, representatives, officers, Vendors, employees, trustees, and volunteers (“the indemnified parties”) from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, including without limitation the payment of all consequential damages (“Claim”), arising out of, pertaining to or relating to, in whole or in part, the negligence, recklessness, errors or omissions, or willful misconduct of Vendor, its officials, officers, employees, subcontractors, Vendors, or agents directly or indirectly arising out of, connected with, or resulting from the performance of the Services or from any activity, work, or thing done, permitted, or suffered by the Vendor in conjunction with this Agreement. The District shall have the right to accept or reject any legal representation that Vendor proposes to defend the indemnified parties.

16. Insurance.

16.1. The Vendor shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

16.1.1. **Commercial General Liability and Automobile Liability Insurance.** Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that insure against all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising from Vendor’s performance of any portion of the Services. (Form CG 0001 and CA 0001)

16.1.2. **Workers’ Compensation and Employers’ Liability Insurance.** Workers’ Compensation Insurance and Employers’ Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the Vendor shall be required to secure workers’ compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers’ Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

16.1.3. **Professional Liability (Errors and Omissions).** Professional Liability (Errors and Omissions) Insurance as appropriate to the Vendor’s profession. -

Type of Coverage	Minimum Requirement
Commercial General Liability Insurance , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Professional Liability	\$ 2,000,000
Workers Compensation	Statutory Limits
Employer’s Liability	\$ 1,000,000

16.2. **Proof of Carriage of Insurance.** The Vendor shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage’s have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

16.2.1. A clause stating: “This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty(30) days after date of mailing notice.”

- 16.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.
- 16.2.3. An endorsement stating that the District and the State and their representatives, employees, trustees, officers, and volunteers are named additional insureds under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Vendor's insurance policies shall be primary to any insurance or self-insurance maintained by District.
- 16.2.4. All policies shall be written on an occurrence form, except for Professional Liability which shall be on a claims-made form.
- 16.3. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.

17. Payment Does Not Imply Acceptance of Work. No payment shall in any way lessen the liability of Vendor to remedy or replace unsatisfactory work, service, products, equipment, or materials, if the unsatisfactory character of such work, service, products, equipment or materials was not detected at the time of payment. Service, products, materials, equipment, components, or workmanship that do not conform to the requirements of this Contract may be rejected by the District and in such case must be remedied or replaced by Vendor without delay at no additional cost to the District. Nothing in this Section shall preclude, limit, or waive any other remedy or remedies available to the District.

18. Assignment. The obligations of the Vendor pursuant to this Agreement shall not be assigned by the Vendor.

19. Compliance with Laws. Vendor shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations. Vendor shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Work as indicated or specified. If Vendor observes that any of the Work required by this Contract is at variance with any such laws, ordinance, rules or regulations, Vendor shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Work shall be made and this Contract shall be appropriately amended in writing, or this Contract shall be terminated effective upon Vendor's receipt of a written termination notice from the District. If Vendor performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying the District of the violation, Vendor shall bear all costs arising therefrom.

20. Labor Code Requirements. Vendor and its subcontractors shall comply with all applicable provisions of the California Labor Code sections 1720-1861, without limitation, the payment of the general prevailing per diem wage rates for public work projects (including repairs and maintenance, where applicable) of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the District/COE. In addition, the Vendor and each subcontractor shall comply with Sections 1735, 1777.5 and 1777.6, forbidding discrimination, and Sections 1776, 1777.5 and 1777.6 concerning the employment of apprentices by Vendor or subcontractors. Willful failure to comply may result in penalties, including loss of the right to bid on or receive public works contracts. **Registration:** As applicable, Vendor and its subcontractors shall comply with the registration and qualification requirements pursuant to sections 1725.5 and 1771.1 of the California Labor Code. **Certified Payroll Records:** Vendor and its subcontractor(s) shall keep accurate certified payroll records of employees, as applicable, and shall make them available to the District/COE immediately upon request.

21. Permits/Licenses. Vendor and all Vendor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this

agreement.

- 22. Suspension and Debarment Certification.** A Vendor for any contract of one hundred thousand dollars (\$100,000) or more for goods/services must complete and submit to District a Suspension and Debarment Certification. This Certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, section 3017.510, Participants responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Vendor shall submit with the Contract a completed Suspension and Debarment Certification attached hereto as Exhibit "C."
- 23. Safety and Security.** Vendor is responsible for maintaining safety in the performance of this Agreement. Vendor shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.
- 24. Employment with Public Agency.** Vendor, if an employee of another public agency, agrees that Vendor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
- 25. Anti-Discrimination; Compliance with Americans with Disabilities.**
- 25.1. It is the policy of the District that in connection with all work performed under Contracts there be no discrimination against any employee engaged in the work because of race, religious creed, color, national origin, ancestry, AIDS/ARC/HIV status, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status and therefore the Vendor agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735. In addition, the Vendor agrees to require like compliance by all its subcontractor(s).
- 25.2. Vendor acknowledges that, pursuant to the Americans Disabilities Act (ADA), programs, services and other activities provided by a public entity to the public, whether directly or through a Vendor, must be accessible to the disabled public. Vendor shall provide the services specified in this Agreement in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation. Vendor agrees not to discriminate against disabled persons in the provision of services, benefits or activities provided under this Contract and further agree that any violation of this prohibition on the part of Vendor, its employees, agents or assigns will constitute a material breach of this Contract.
- 26. Fingerprinting of Employees.** The Vendor shall comply with the provisions of Education Code section 45125.1 regarding the submission of employee fingerprints to the California Department of Justice and the completion of criminal background investigations of its employees. The Vendor shall not permit any employee to have any contact with District pupils until such time as the Vendor has verified in writing to the governing board of the District that the employee has not been convicted of a felony, as defined in Education Code section 45122.1. The Vendor's responsibility shall extend to all employees, subcontractors, agents, and employees or agents of subcontractors regardless of whether those individuals are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Vendor. Verification of compliance with this section shall be provided in writing to the District prior to each individual's commencement of employment or performing any portion of the Services and prior to permitting contact with any student.

27. Audit. Vendor shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Vendor transacted under this Agreement. Vendor shall retain these books, records, and systems of account during the Term of this Agreement and for three (3) years thereafter. Vendor shall permit the District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the District shall give reasonable prior notice to Vendor and shall conduct audit(s) during Vendor's normal business hours, unless Vendor otherwise consents.

28. District's Evaluation of Vendor and Vendor's Employees and/or Subcontractors. The District may evaluate the Vendor in any manner which is permissible under the law. The District's evaluation may include, without limitation:

28.1. Requesting that District employee(s) evaluate the Vendor and the Vendor's employees and subcontractors and each of their performance.

28.2. Announced and unannounced observance of Vendor, Vendor's employee(s), and/or subcontractor(s).

29. Conflict of Interest.

29.1. Vendor shall not make, participate in making, or in any way attempt to use his or her position, to influence a contract on behalf of the District when he or she knows, or has reason to know, that he or she has a personal financial interest in that contract.

29.2. Vendor and its agents, subcontractors and Vendors ("Vendor Entities") may be required to disclose economic interests that they hold that could foreseeably be affected by the exercise of their public duties. If applicable, Vendor and Vendor Entities must submit a Statement of Economic Interests ("Form 700") as required by Cal. Govt. Code §§ 81000-91015; and RCSD Board Rules and Procedures 9270, "Conflict of Interest Code")

29.2.1. Vendor and Vendor Entities shall determine whether its participation in a contract may constitute a conflict of interest. Vendor shall notify the District immediately if it determines or obtains information that a potential conflict of interest exists.

29.3. **Additional Disclosure Requirement.** Vendor shall provide District the name of any employee of Vendor that is also a current or former member of the District's Governing Board or a District employee. Vendor shall submit the attached "Vendor's Disclosure Form Regarding RCSD Officials" attached hereto as Exhibit "C". Vendor shall update this form, as necessary, during the Term of this Contract.

29.4. **Compliance with Gift Limits.** Vendor shall abide by applicable legal restrictions relating to offering gifts, meals or entertainment or other business courtesies to District officials. Vendor and Vendor Entities shall not:

29.4.1. Offer, give, or promise to offer or give, directly or in directly, any money, gift or gratuity to any District contracting or procurement official at any time.

29.4.2. Offer or give, directly or indirectly, any gifts in a calendar year to a District official which exceed the allowable gift limit. (See e.g. Cal. Govt. Code 89503; 2 CCR 18940.2. See also www.fooc.ca.gov)

29.5. **Employment Negotiations.** Prior to engaging in employment negotiations with a District employee (e.g. a job interview or discussion of a job offer), Vendor shall notify that District employee's supervisor of Vendor's interest in hiring said employee, so that, if applicable, and if practicable, a full separation may be established between the public employee and any governmental decisions regarding that Vendor.

29.6. **Vendor Certification.** In signing this Agreement, Vendor certifies that it will comply with conflict of interest laws and regulations, and RCSD Board Policies. Vendor acknowledges that it is familiar with these provisions; certifies that it does not know of any facts that constitute a violation of such provisions; and agrees to promptly notify the District if it becomes aware of any such facts during the term of this Agreement.

30. **Submitting False Claims; Monetary Penalties.** Pursuant to Government Code §12650 et. seq., any person, including a contractor, subcontractor or a Vendor, who submits a false claim, shall be liable to the District for three times the amount of damages which the District sustains because of the false claim. A person who commits a false claim act shall also be liable to the District for the costs of a civil action brought to recover any of those penalties or damages, and may be liable to the District for a civil penalty.

31. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

32. **Disputes:** In the event of a dispute between the parties as to performance of Work, Agreement interpretation, or payment, the Parties shall attempt to resolve the dispute by negotiation and/or mediation, if agreed to by the Parties. Pending resolution of the dispute, Vendor shall neither rescind the Agreement nor stop Work.

33. **Confidentiality.** In connection with this Agreement, the Vendor may have access to private or confidential information which may be owned or controlled by the District and that such information may contain proprietary details, the disclosure of which to third parties will be damaging to the District, its employees or students. Vendor also understands and agrees that the disclosure of such information may violate state and/or federal law and may subject the Vendor to civil liability. Consequently, Vendor agrees that all information disclosed by the District to the Vendor shall be held in strict confidence and used only in performance of the Agreement, unless disclosure is required by law or court order. Vendor shall exercise the same standard of care to protect such information as is used to protect its own proprietary data. Vendor shall comply at all times, as applicable, with the requirements of the Family Educational Records Privacy Act ("FERPA") and relevant state law regarding the confidentiality and handling of confidential student information, including but not limited to California Education Code sections 49073 and sequential. Vendor shall only access personally identifiable student information pursuant to parent consent, legitimate educational interest pursuant to the performance of this Contract, and/or other applicable provisions federal and state law allowing access to personally identifiable student information. Vendor shall not re-disclose personally identifiable student information unless pursuant to federal and state law. Contactor shall not use such student information or data for any purpose other than the District's purposes as specified in this Agreement. The Vendor and all Vendor's agents, personnel, employee(s), and/or sub Vendor(s) shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Failure to comply with this Section may constitute a material breach if so deemed by the District.

34. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery

service, or facsimile transmission, addressed as follows:

RAVENSWOOD CITY SCHOOL DISTRICT:
2120 Euclid Ave.
East Palo Alto, CA 94303
Tel: 650-329-2800
Fax: 650-325-3015
ATTN: Solomon Hill – Director of Technology

VENDOR:
Developm
ent Group,
Inc.
6704 Lockheed Dr, Redding, CA 96002
Tel: 530-229-0071
Attn: Dan Lockwood, President

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective ~~three (3)~~ seven (7) days after deposit in the United States mail.

- 35. Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 36. California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the California County in which the District's administration offices are located.
- 37. Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 38. Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
- 39. Section Headings.** The section headings contained herein are for convenience in reference and are not intended to define the scope of any provision of this Agreement.
- 40. Incorporation of Recitals and Exhibits.** The Recitals, each exhibit and certificate attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the year and date first above written.

VENDOR

RAVENSWOOD CITY SCHOOL DISTRICT

Signature

Chief Financial Officer

Solomon Hill, Director of Technology

APPROVED AS TO FORM:

Contracts Administration

EXHIBIT "B"
Hourly Personnel Rates
Schedule of Fees and Charges

1. Compensation

- 1.1. The Vendor's fee set forth in this Agreement shall be full compensation for all of Vendor's Services incurred in its performance, including, without limitation, all costs for personnel, travel within two hundred (200) miles of the Project location, offices, per diem expenses, printing, providing, or shipping of deliverables in the quantities set forth in **Exhibit "A."**
- 1.2. The Fee shall not exceed the amount set forth in the Agreement, including all billed expenses, without advance written approval of the District, **except that the District shall be liable for late payment fees and interest described in section 2.3 of this Exhibit.** The Fee shall be paid as indicated below.

2. Method of Payment

- 2.1. Vendor shall submit monthly invoices on a form and in the format approved by the District.
- 2.2. Vendor shall submit these invoices in duplicate to the District via the District's authorized representative.
- 2.3. Vendor shall submit to District on a monthly basis documentation showing proof that payments were made to its Vendors. **No markup shall be allowed for Vendor costs in the performance of the Services.** District hereby acknowledges that late payment of invoiced amounts and other sums due to Vendor will cause Vendor to incur costs not contemplated by this Agreement, the exact amount of which are and will be extremely difficult to ascertain. Such costs include, but are not limited to, processing and financing charges. Accordingly, if any invoiced amount or any other sum due from District is not received by Vendor by the due date, District shall pay to Vendor a late charge equal to five percent (5%) of such overdue amount. The District acknowledges that such late charge represents a fair and reasonable estimate of the costs Vendor will incur because of late payment by the District. In addition to any late charge assessed, any invoiced amount or other sum due to Vendor, if not paid when due, shall bear interest from the date due until paid in full at a rate of 1.5% per month, or, if less, at the highest rate permissible under Applicable Law, provided that interest shall not be payable on late charges incurred by the District.
- 2.4. Upon receipt and approval of Vendor's invoices, the District agrees to make payments on all undisputed amounts within ~~sixty (60) days~~ **thirty (30) days** of receipt of the invoice.

3. Hourly Rates

- 3.1. The following rates, which include overhead, administrative cost and profit, shall be utilized in arriving at the fee for Extra Services and shall not be changed for the term of the Agreement. Vendor shall bill in quarter-hour increments for all Extra Services.

Prevailing wage rates are under considerable pressure for change in response to the ongoing pandemic. As a result, it is currently not possible to estimate future cost structures of labor. Additionally, the scale and scope of this project is such that it is currently not possible to determine every wage classification that may be needed to execute the project. In an effort to help the district understand future cost of approved Extra Services, Vendor will charge cost plus 30% of the required classification as determined by the DIR in the county of San Mateo at that time the services are rendered.

- 3.2. The mark-up on any approved item of Extra Services performed by Vendor(s) shall not exceed **three percent (3 %)**.

4. Liquidated Damages

- 4.1.** The Vendor shall not be assessed liquidated damages for items that are outside its reasonable ability to control, including, but not limited to supply chain delays, delays by required permitting agencies, the current mandatory shelter-in-place order or other circumstance that may result therefrom. Furthermore any delays by the District, its designees, agents or other contractors shall be treated by the Vendor as an extension to the agreed upon project schedule which shall be automatically adjusted by the amount of time of the delay.

CERTIFICATES

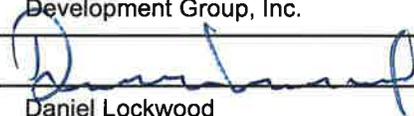
WORKERS' COMPENSATION CERTIFICATION

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Contract.

Date:	<u>5/24/2020</u>
Proper Name of Vendor:	<u>Development Group, Inc.</u>
Signature:	<u></u>
Print Name:	<u>Daniel Lockwood</u>
Title:	<u>President</u>

(In accordance with Article 5 - commencing at section 1860, chapter 1, part 7, division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any Work under this Contract.)

DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION CERTIFICATION

I am aware of and hereby certify that neither Development Group, Inc. [Type name of Vendor] nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. I further agree that I will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts and subcontracts.

Where the Vendor or any lower participant is unable to certify to this statement, it shall attach an explanation hereto.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal of the above named Vendor on the 24th day of May 2020 for the purposes of submission of this Agreement.

By:



Signature

Daniel Lockwood

Typed or Printed Name

President

Title

CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

The undersigned does hereby certify to the governing board of the District as follows:

That I am a representative of the Vendor currently under contract ("Contract") with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Vendor. Vendor has taken at least one of the following actions with respect to the construction Project that is the subject of the Contract (check all that apply):

Vendor has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Vendor's employees and all of its subcontractors' employees who may have contact with District pupils in the course of providing services pursuant to the Contract, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of Vendor's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Contract is attached hereto; and/or

Pursuant to Education Code section 45125.2, Vendor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Vendor's employees and District pupils at all times; and/or

Pursuant to Education Code section 45125.2, Vendor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Vendor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Vendor's employees and its subcontractors' employees is

Name: _____

Title: _____

The Work on the Contract is at an unoccupied school site and no employee and/or subcontractor or supplier of any tier of Contract shall come in contact with the District pupils.

Megan's Law (Sex Offenders). I have verified and will continue to verify that the employees of Vendor that will be on the Project site and the employees of the Subcontractor(s) that will be on the Project site are **not** listed on California's "Megan's Law" Website (<http://www.meganslaw.ca.gov/>).

Vendor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Vendor.

Date: 5/24/2020
Proper Name of Vendor: Development Group, Inc.
Signature: 
Print Name: Daniel Lockwood
Title: President

Information regarding Vendor:

Vendor: Development Group, Inc.
License No.: 992824
Address: 6704 Lockheed Dr
Redding, CA 96002
Telephone: 530-229-0071
Facsimile: 530-248-3415
E-Mail: dlockwood@development-group.net

Type of Business Entity:
 Individual
 Sole Proprietorship
 Partnership
 Limited Partnership
 Corporation, State: California
 Limited Liability Company
 Other: _____

26-3740919

Employer Identification and/or
Social Security Number

NOTE: United States Code, title 26, sections 6041 and 6109 require non-corporate recipients of \$600 or more to furnish their taxpayer identification number to the payer. The United States Code also provides that a penalty may be imposed for failure to furnish the taxpayer identification number. In order to comply with these rules, the District requires your federal tax identification number or Social Security number, whichever is applicable.

Davis Song

From: Derek Grunewald <DerekG@thinkconnected.com>
Sent: Monday, June 01, 2020 12:37 PM
To: Ryan O'Malley
Cc: rfps@ravenswoodschools.org; Terry Kritsepis; Derek Grunewald
Subject: RE: Follow up questions on the Phase 5 Proposals

Hi Ryan,

Thank you for providing the additional information and clarification on the Fusion Servers.

Thanks,
Derek

.....
"From the Data Center to the Desktop"

Derek Grunewald - [Think Connected](http://www.thinkconnected.com)
www.thinkconnected.com
.....

From: Ryan O'Malley <romalley@development-group.net>
Sent: Monday, June 1, 2020 10:26 AM
To: Derek Grunewald <DerekG@thinkconnected.com>
Cc: rfps@ravenswoodschools.org; Terry Kritsepis <tkritsepis@development-group.net>
Subject: RE: Follow up questions on the Phase 5 Proposals

Good Morning Derek,

Here are DGI's responses to the questions below:

#RCSD-P5IT

1. Regarding equipment storage that was requested in the RFP. We are assuming because storage fees were not called out in the proposal, that it is included in the bid price.
DGI Answer – Yes, Storage fees are included in our price.

#RCSD-P5AV

1. Regarding equipment storage that was requested in the RFP. We are assuming because storage fees were not called out in the proposal, that it is included in the bid price.
DGI Answer – Yes, Storage fees are included in our price.

2. We noted that you have include four Fusion Server Appliances in your proposal. RCSD has two Fusion Appliances (one at the DO and one at RMS). What purpose would the additional four appliances serve?

DGI Answer – Singlewire Informacast Fusion allows your messages to continue to be sent and received at the remote site even when localized from your HQ. For this functionality to work, each location requires a fusion server to be placed at that site. DGI was making the assumption that these four locations did not currently have Fusion servers, so they were proposed to give full system functionality. DGI, if selected, can adjust our proposal to (3) Fusion Server Appliances for the three sites (CO, LR, BH). I can also adjust that on our proposal now and resend if that would be preferred.

Included is a link to the Informacast High Availability design for more information on this:

<https://www.singlewire.com/informacast-high-availability>

Thank you,

Ryan O'Malley
Sales Administrator

romalley@development-group.net

O: (530) 646-3540

C: (530) 949-3919

www.DGInext.com



From: Derek Grunewald [<mailto:DerekG@thinkconnected.com>]
Sent: Friday, May 29, 2020 6:08 PM
To: Ryan O'Malley <romalley@development-group.net>
Cc: rfps@ravenswoodschools.org; Derek Grunewald <DerekG@thinkconnected.com>
Subject: Follow up questions on the Phase 5 Proposals

Hi Ryan,

We have reviewed your submitted proposals and have the following questions where we need your input.

#RCSD-P5IT

1. Regarding equipment storage that was requested in the RFP. We are assuming because storage fees were not called out in the proposal, that it is included in the bid price.

#RCSD-P5AV

1. Regarding equipment storage that was requested in the RFP. We are assuming because storage fees were not called out in the proposal, that it is included in the bid price.
2. We noted that you have include four Fusion Server Appliances in your proposal. RCSD has two Fusion Appliances (one at the DO and one at RMS). What purpose would the additional four appliances serve?

We are planning to complete the bid scoring on Tuesday, so please respond with your answers by COB Monday.

Thank you,
Derek

.....
"From the Data Center to the Desktop"

Derek Grunewald - **Think Connected**

direct: 415.659.9912

mobile: 415.710.6903

www.thinkconnected.com
.....

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