

Proposal for Technology Professional Services

Prepared for:
Dr. Doug Brubaker, Superintendent
Fort Smith Public Schools



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Tulsa, Oklahoma 74145

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June 11, 2020

Dr. Doug Brubaker
Fort Smith Public Schools
3205 Jenny Lind Road
Fort Smith, AR 72901


Re: Proposal for Technology Professional Services

Dr. Brubaker,

Please review the following proposal setting forth the scope of work, fees and other terms and conditions associated with this engagement. If acceptable, please acknowledge the Fort Smith Public School's acceptance of the proposal by signing and returning a copy to me. When signed, it constitutes an agreement between us (the "Agreement").

If you have questions or require additional information, please contact me at 800.685.6440 or by email at: gmoericke@cruxsolutions.com

Sincerely,



Gale Moericke

President
Crux Technology and Security Solutions, Inc

I. Project Overview

Fort Smith Public Schools ("Client") wishes to engage Crux Technology and Security Solutions, Inc. ("CRUX") to provide technology professional services to assist with evaluating options for providing Internet access to students at home and other technology investigations.

II. Scope

The Client has identified opportunities to pursue various forms of grant funding from the CARES Act of 2020 and other potential Federal, State and private sources to implement technology products, systems and services that support the Client's mission and goals. Grant awards require the Client to define specific uses for the funds being requested. Some of the opportunities under consideration are outside the expertise and experience of the Client's staff. CRUX will provide technology consulting and guidance to the Client as requested in order to identify, evaluate, plan and implement such solutions. Immediate technology initiatives to be evaluated include:

- Methods of providing high speed Internet service to students who do not have access to it at home
- Relocation of the Client's main data center to the new PEAK Innovation Center

The Client may identify other initiatives as funding sources and needs are identified and direct CRUX to perform duties related to those.

Specific functions and duties performed by CRUX will be directed by the Client and may include:

- Researching various technologies for availability and applicability
- Gathering case study information and feedback from other school districts
- Cultivating contacts and creating relationships with various technology vendors, potential service provider partners or others who could assist the Client

- Working with the Client to create alternate strategies
- Creating technical designs and providing cost estimates
- Managing or overseeing implementation

To support the variable nature of the work required for each project and the timing of it, CRUX will provide services on an hourly rate basis with a not to exceed amount. Specific duties will be assigned by and coordinated through the Superintendent or designee.

III. Deliverables

1. CRUX will document specific work assignments with the Superintendent, or designee, via email in lieu of formal proposals for each assignment. We will proceed with assignments only upon receipt of written authorization to do so. Such authorizations will define the work to be performed, the required timeframes for completion, and any deliverables to be produced.
2. Specific work products will vary by the nature of the assigned tasks.
3. CRUX will provide the Superintendent, or designee, with detailed time sheets showing hours expended and for what purposes.

IV. Assumptions and Exclusions

Assumptions and exclusions are as follows:

- A. The nature of the assignments under this proposal are not expected to require travel. If required, it will be approved in advance by the Superintendent, or designee. Visits to the Client's facilities will be billed at a flat rate per trip as detailed below. Other travel will be billed at actual cost.

V. Professional Fees

Fee Summary:

1. All work will be billed hourly at the following rates.

○ Technology consulting	\$195 per hour
○ Project management	\$125 per hour

The hourly work will be capped at a not to exceed amount of \$15,000. In addition to regular timesheet reporting as described above, CRUX will advise the Superintendent when billings reach 80% of this amount. The Client and CRUX may negotiate an increase to the cap amount if desired. Billing will be in increments of one tenth hour. Invoicing will be monthly.

2. Travel from the CRUX offices to Client facilities in Fort Smith will be billed at actual cost and approved by the Client in advance.

Thank you for providing Crux Technology and Security Solutions this opportunity to serve you. Questions may be directed to Gale Moericke at 800.685.6440.

BY SIGNING AND ACCEPTING THIS AGREEMENT, CLIENT IS ENTERING A BINDING CONTRACT WITH CRUX AND ACKNOWLEDGES AND AGREES TO THE TERMS AND CONDITIONS SET FORTH IN THIS DOCUMENT

Proposal Accepted by: _____

Date: _____

Title: _____

Signature: _____