



Wile Auditorium AV Upgrades 2026

KRESA – Service Center

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Prepared For:
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TABLE OF CONTENTS

Summary Scope of Work..... 3

Detail Scope of Work..... 3

Price..... 4

Assumptions and Clarifications..... 4

Project Specific Client Requirements 5

Exclusions..... 5

General Client Responsibilities..... 5

Warranty..... 6

Approval 7

Master End-User Terms and Conditions..... 8

Summary Scope of Work

Provide AV Upgrades for the Wile Auditorium AV System

Detail Scope of Work

- Demolition Work
 - Remove (2) existing ceiling speakers
 - Remove existing rack components that will not be repurposed
- New Work
 - Provide and install:
 - (1) Netgear AV Line AV-LAN Ethernet Switch
 - (1) Powersoft Audio Amplifier
 - (1) Q-SYS PTZ Camera (rear of room)
 - (1) Q-SYS Core Nano Control/Audio Processor
 - (1) Q-SYS Analog Audio to Q-LAN Audio Module
 - (1) Q-SYS 7" Touch Panel
 - (1) Visionary Solutions AVoIP Encoder
 - (2) Visionary Solutions AVoIP Decoder (for projector and rear wall display)
 - (2) Shure Ceiling Microphone Array
 - (2) Shure Hard Ceiling Mount Kit (for ceiling microphones)
 - (1) Electrovoice EVID 4.2T Surface Mount Speaker (PAIR)
 - (1) Inogeni Toggle Rooms XT (Conferencing USB switcher kit)
 - (1) Inogeni GPI Button
- New Services
 - Provide:
 - (1) 1-hour training session for KRESA IT (train-the-trainer)
 - (1) As-built system drawing

- Breakdown

Wile Auditorium Breakdown

System	Manufacturer	Part Number	Description	Qty	System Price
Project Support			Labor		\$ 351.43
			Subcontracts / Misc		\$ 28.89
Project Support Total					\$ 380.32
Serv Ctr Wile Auditorium	Electrovoice	EVID 4.2T	4" Compact 2-Way Surface Mount Pair	1	
	Inogeni	INO-BUTTON-KIT	GPI Button	1	
	Inogeni	TOGGLE ROOMS XT	USB Switching Conference Kit	1	
	Netgear	M4250-10G2F-POE+	Netgear switch	1	
	Powersoft	Mezzo 322AD	Powersoft amp	1	
	Q-SYS	CORE NANO	Control & Audio Processor	1	
	Q-SYS	NC-12X80	PTZ Camera	1	
	Q-SYS	QIO-ML4i	Analog Audio Input to Q-LAN Audio Module	1	
	Q-SYS	TSC-70-G3	7" Touchpanel	1	
	Shure	A900-CM	Ceiling Mount for MXA920W	2	
	Shure	MXA920W-S	Ceiling Array Microphone	2	
	VSI	DuetD-5	AVOIP Decoder	2	
	VSI	DuetE-5	AVOIP Encoder	1	
			Material Total		\$ 23,120.23
			Miscellaneous Material		\$ 462.40
			Freight		\$ 1,156.01
			Labor		\$ 6,072.16
Serv Ctr Wile Auditorium Total					\$ 30,810.81

Price

Total Bid Price: **\$31,191.00**

Tax is not included in above pricing.

Price assumes all work to be completed Monday - Friday during first shift from 7:00 AM to 4:30 PM, unless otherwise stated above.

Alternatively, change requests to the above scope of work are subject to a change order proposal and/or contract revision after signature or PO approval. Buist reserves the right to issue a change order for scope of work change control and requests.

Buist may issue either a T&M invoice or change order to account for lost time due to unreasonable client-driven delays. Prior to the customer incurring additional costs, Buist will communicate any challenges they are experiencing due to customer delays, the fiscal impact on the project, and an estimated overage.

Assumptions and Clarifications

- This system is designed to support BYOM (Bring Your Own Meeting). A user will utilize their laptop to host (or join) a virtual meeting. The room camera and microphones will associate to either the laptop directory or the Barco Clickshare. This is controllable via the Inogeni GPI button.
- Buist is assuming that we will re-use existing Cat6 cable that is ran between:
 - Rack and projector location
 - Rack and rear TV location
- Buist is assuming that we will re-use existing speaker cabling that is ran between:
 - Rack and each of the two ceiling speaker locations
- Buist will re-use the existing Barco Clickshare
- Buist will re-use the existing wireless microphones

Project Specific Client Requirements

Room access for (5) consecutive days with no staff usage of the room during the installation period.

Exclusions

- Concrete saw cutting and/or core drilling
- Firewall, ceiling, roof, and floor penetration
- Necessary gypsum board replacement and/or repair
- Necessary ceiling tile or T-bar modifications, replacements, and/or repair
- All millwork (moldings, trim, cutouts, etc.)
- Patching and painting
- Unless otherwise stated, this agreement does not include prevailing wage or union labor

General Client Responsibilities

The below statements are general client responsibilities, expectations, and assumptions unless otherwise noted in the scope of work above.

General Expectations of Client

- Provide a project leader who will be available for consultation and meetings
- Provide timely review and approval of all documentation noted in Section B
- Provide and schedule access to allow for Buist integration
- Client staff will be expected to actively participate in this engagement. Buist will request that individuals with relevant domain, business, and/or technical expertise be made available, as required. These participants will be the acknowledged spokespersons for the areas they represent.
- Site preparation by the Client and their contractors per Buist specification
- Site preparation will be verified by Buist project manager or representative before the scheduling of the installation. When installing electronic equipment, all work areas should be clean and dust free prior to the beginning of the on-site installation.
- Client communication of readiness will be considered accurate and executable by Buist project manager

Facilities Coordination and Responsibility

- Provide reasonable access for Buist personnel to the facilities during periods of integration, testing, and training, including off-hours and weekends
- Provide a secure area to house all integration materials and equipment
- Keyed or badge access to the necessary areas of the building/facility and the room(s) for equipment and materials are provided to the Buist foreman

IT Coordination and Responsibility

- Unless otherwise specified above, provide enough IT rack space to allow for equipment storage within a shared rack environment
- All Network configurations, including IP addresses, are to be provided, operational and functional before Buist integration begins. Buist will not be responsible for testing any existing LAN connections.

- All Owner-provided software licensing, that is a requirement for Buist-installed equipment to function, shall be Owner-procured and configured
- All Owner-provided IT configuration requirements required for the proper functionality of Buist-installed equipment. Examples to include, but not limited to:
 - Device login credentials
 - VLAN configuration
 - Device-specific router software ports (opened or closed)
 - IP address definitions
 - Static address assignments
 - Static address reservations (based upon Buist-provided MAC address information for new devices)
 - Communicate IP-related parameters that are required for Buist-installed equipment (such as NTP addresses, etc.)
 - Protocol configuration on Owner's LAN/WAN hardware
 - SIP and/or FXO/FXS telephony definition/configuration (i.e.. – all Owner-end configurations to support Buist-installed devices that will interface with Owner telephony/communications systems)
- If, at any point throughout the project, the IT team is unable to meet the outlined expectations or requires assistance with network configuration or troubleshooting, the IT team agrees to provide access to and collaborate with Buist's network engineers. Any services provided by Buist's network engineers will be billed on a time and material (T&M) basis at Buist's standard service rate.

Warranty

- Buist warrants the Client that all electronic components will be free from defects in workmanship for a period of ninety (90) days. If any defect is discovered within this period, Buist will repair or replace the defective components at its sole discretion, provided that the Client notifies Buist within thirty (30) days of discovering the defect. If any products installed by Buist are misused, altered, or repaired by anyone other than a Buist representative, resulting in an adverse effect, Buist's warranty and obligations will be void. This includes, but is not limited to, third-party software updates, firmware upgrades, and any other alterations or updates to software or operating systems. Any subsequent services provided by Buist will be billed at Buist's standard time and material billing rate at the time of service.
- The warranty on infrastructure cabling and its installation is valid for one (1) year. If any defects in the cabling or its installation are discovered within this period and are the result of Buist's workmanship, Buist will repair or replace the defective items at its sole discretion, provided that the Client notifies Buist within thirty (30) days of discovering the defect.
- The above warranties do not cover repairs or replacements necessitated by accidents or damage resulting from fire, wind, water, hail, lightning, earthquakes, acts of God, or similar causes originating outside the components, unless such damages were within the control of Buist or caused by the negligence of Buist or its employees.
- Any equipment specified may have additional manufacturer hardware warranties that would be honored directly by the manufacturer. Labor associated with repairing or replacing this equipment will be billed at Buist T&M service rates.
- Buist can work with you to develop a service and/or maintenance agreement that can be tailored to your needs. Options include purchasing yearly block time hours or custom plans that provide monthly, quarterly, or yearly maintenance and service on your equipment.

Approval

Buist is excited to provide this proposal to KRESA. Buist is built around a talented pool of highly certified, qualified, and motivated leaders that take immeasurable pride in the work they produce.

Our commitment to you on this project is a vastly superior experience powered by individuals that care, backed by an organization in Buist that has been built on standards of excellence.

This proposal includes a set of turnkey solutions meeting the specifications provided. Included in this proposal are all equipment, hardware, labor, and deliverables to ensure a successful project.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified.

Date Accepted: _____

Signature: _____

P.O. #: _____

(Please sign and email back)

Thank you for the opportunity to submit this quotation. Please feel free to contact me directly at (616) 204-8650 or via email at chamilton@buist.com with any questions.

Respectfully,

BUIST

Chris Hamilton

Chris Hamilton
AV Solutions Architect
CH/kl

Due to current supply chain challenges, material costs are subject to review until a PO / contract is received or signed. For longer lead time items, we are seeing shorter expiration dates on supplier / manufacturer quotes, as well as price escalation in the interim between PO issuance & date of shipment. We will make every effort to keep you informed, work diligently to keep these costs in check, and be transparent with any costs we need to pass along.

Master End-User Terms and Conditions

These terms and conditions govern the provision of services and deliverables by Buist, acting in its capacity as a contractor, consultant, and systems integrator. These terms apply unless a valid Master Services & Product Agreement ("Master Agreement") is executed between the parties. If such a Master Agreement exists, its terms shall control in the event of a conflict.

1. Acceptance of Terms and Work Orders

Any work order, purchase order, or quote acceptance by the client is subject solely to these terms and conditions. Conflicting or additional terms on submitted documents are expressly rejected. Acceptance of quotes, payment, or receipt of services constitutes binding agreement to these terms. Electronically submitted orders are deemed signed.

2. Pricing and Payment

Unless otherwise specified, all quoted prices include freight, insurance, and Michigan's 6% sales tax. Any additional sales, use, value-added, or similar taxes imposed by other jurisdictions—such as out-of-state or local taxes—are not included and shall be the responsibility of the client. Where required by law, Buist will invoice such additional taxes separately. Payment terms are net 30 days from the invoice date. Late payments may incur interest at the lesser of 1.5% per month or the maximum rate permitted by law. Buist reserves a purchase money security interest in any hardware provided until paid in full.

3. Delivery and Risk of Loss

Deliverables, including hardware and configured systems, are shipped FOB origin unless otherwise stated. Title and risk pass at the point of shipment. Shortages or damage claims must be made in writing within 48 hours of delivery.

4. Returns and Inspections

Client must notify Buist within 48 hours of receipt of any discrepancies. Returns require prior written authorization from Buist and may be subject to restocking fees or manufacturer return policies.

5. Acceptance of Services and Deliverables

Unless otherwise agreed, time-and-materials services are deemed accepted upon delivery. Project-based work is deemed accepted 30 calendar days after final delivery unless Buist receives written notice of non-conformance with reasonable detail.

6. Confidential Information

Each party shall protect the other's non-public business or technical information using reasonable care, not less than that used for its own confidential materials. Confidentiality obligations survive during the term of this agreement.

7. Intellectual Property and Licensing

Buist retains ownership of pre-existing tools, methods, and processes used in service delivery. Software or configuration scripts developed by Buist may be licensed for internal client use but remain proprietary. Third-party software is governed by its respective license agreements.

8. Warranties and Limitations

Buist warrants its services will be delivered in a professional and workmanlike manner consistent with industry standards. All third-party products are subject to manufacturer warranties only. Buist disclaims all other warranties, including merchantability and fitness for a particular purpose.

9. Limitation of Liability

Buist's total liability for any claims shall not exceed the fees paid for the relevant portion of work within the preceding 12 months. Buist shall not be liable for any indirect, incidental, or consequential damages.

10. End User

Agrees to indemnify and hold harmless Buist from any claims, losses, or damage arising out of end users use of products.

11. Data Privacy and Security

Buist follows industry-standard practices to secure sensitive client data and complies with applicable data protection laws including GDPR where applicable. Client is responsible for its own internal data policies.

12. Trademarks and Feedback

Client may not use Buist's name or logos without prior written consent. Suggestions or feedback submitted to Buist may be used freely without compensation or acknowledgment.

13. Non-Solicitation

For 12 months following completion of work, client agrees not to hire or solicit Buist personnel involved in the engagement. Violation will incur a fee equal to one year of the employee's compensation.

14. Export Compliance

Client agrees to comply with all applicable U.S. export regulations in relation to the deliverables provided under this agreement.

15. Force Majeure

Buist shall not be liable for delays caused by circumstances beyond its control, including natural disasters, labor disputes, supply chain disruptions, or government orders.

16. Governing Law and Dispute Resolution

This agreement shall be governed by Michigan law. Disputes shall be resolved in the courts of Kent County, Michigan, which shall have exclusive jurisdiction.

17. Entire Agreement and Amendments

These terms constitute the full agreement unless overridden by a Master Agreement. Changes must be in writing and signed by both parties.

18. Severability

If any clause is found invalid, the remainder of this agreement remains enforceable.

19. Termination

Buist may terminate these terms and conditions at any time if the end user breaches any terms herein. Upon termination, the end user will cease use of all equipment and software and return any copies in their possession.