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You Need To Succeed.**

EMPIST Statement of Work

Client Name:	Prospect Heights School District 23	Solution Name:	Managed Services
EMPIST Solution Part #:	EMP-SOW	Date Prepared:	02/05/2026
Account Manager:	Stephanie Mabry	(312) 360-1900	slm@empist.com
Client Primary Contact:	Chris Alms	847-870-5556	calms@d23.org

As a result of our discussions, EMPIST has prepared this Statement of Work ("SOW") as the solution we feel will best serve your technological needs. Upon execution of this SOW between Prospect Heights School District 23 ("Client") and EMPIST, LLC. ("EMPIST"), these services are subject to the terms and conditions entered into between the Parties under the MSP Master Services Agreement ("MSP MSA") or MSP Agreement. Any term not otherwise defined herein shall have the meaning specified in the MSP MSA or MSP Agreement and in the event of any conflict or inconsistency between the terms, this SOW shall govern. Upon execution of this SOW, EMPIST will provide the below listed Products and/or Services to Client fulfilling the Project Goals set forth in this agreement. Any requests for products, services and/or additional project goals not outlined in this agreement will be subject to a Change Order outlining the additional costs.

EMPIST

116 N York, Suite 210
Elmhurst, IL 60126
United States

T: (312) 360-1900

Quote #	26723
Date	02/05/2026
Expires	05/31/2026
Contact	Stephanie Mabry

Prepared for

Prospect Heights School District 23
Chris Alms
700 North Schoenbeck Road
Prospect Heights, IL 60070
United States

T: 847-870-5556
E: calms@d23.org

Ship to

Prospect Heights School District 23
Chris Alms
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[ACCEPT QUOTE](#)

Prospect School District 23 - Professional Services - Switch Refreshes

All School Campuses

One-Time Fees

Category	Item	Qty	Price	Total
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Professional Services	Configuration, Installation, and Deployment	1	\$26,277.50	\$26,277.50†
	IKE			
	Configuration and installation of 2- Aruba R8Q71A switches in the 120 closet to replace existing HP3810 and 2920 switches			
	Configuration and installation of 1- Aruba R8Q71A switch and 1 Aruba JL725B in the 300 closet to replace existing 2920 switches			
	Mac			
	Configuration and installation of 3 – Aruba R8Q71A switches in the Science Closet to replace existing 2920 switches			
	Configuration and installation of 3 –Aruba R8Q71A switches in the Library Closet to replace existing HP3810 and 2920 switches			
	Ross			
	Configuration and installation of 2 – Aruba R8Q71A switches and 1 Aruba JL725B switch in the 211 closet to replace existing 2920 switches			
	Configuration and installation of 1 – Aruba R8Q71A switch in the 220 closet to replace existing 2920 switch			
	Configuration and installation of 1 – Aruba R8Q71A switch and 1 Aruba JL725B switch in the 206 closet to replace existing 2920 switches			
	Sullivan			
	Configuration and installation of 1- Aruba 5420 Chassis switch in the main MDF to replace existing Core 5400 Chassis switch			
	All above Buildings			
	Assist D23 with base testing of LAN access and phones post switch install			
	Assist D23 with base testing of Wireless post switch install			
	Update of network diagram and relevant documentation			
	Update of monitoring setup			

One-Time Subtotal **\$26,277.50**

Administration Building

One-Time Fees

Category	Item	Qty	Price	Total
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Professional Services	Configuration, Installation, and Deployment	1	\$2,932.50	\$2,932.50 [†]
	Configuration and installation of 1 Aruba R8Q71A switch and 1 Aruba JL727B switch in the basement rack to replace existing 2920 switches Work to be completed at same time as existing switch refresh for the schools Assist D23 with base testing of LAN access and phones post switch install Assist D23 with base testing of Wireless post switch install Update of network diagram and relevant documentation Update of monitoring setup			

One-Time Subtotal \$2,932.50

Summary

[†] Non-taxable item

Please contact us if you have any questions.

Total One-Time **\$29,210.00 USD**

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Professional Services	\$29,210.00
Total	\$29,210.00 USD

Project Goals

- IKE
- Configuration and installation of 2- Aruba R8Q71A switches in the 120 closet to replace existing HP3810 and 2920 switches
 - Configuration and installation of 1- Aruba R8Q71A switch and 1 Aruba JL725B in the 300 closet to replace existing 2920 switches

- Mac
- Configuration and installation of 3 – Aruba R8Q71A switches in the Science Closet to replace existing 2920 switches
 - Configuration and installation of 3 –Aruba R8Q71A switches in the Library Closet to replace existing HP3810 and 2920 switches

- Ross
- Configuration and installation of 2 – Aruba R8Q71A switches and 1 Aruba JL725B switch in the 211 closet to replace existing 2920 switches
 - Configuration and installation of 1 – Aruba R8Q71A switch in the 220 closet to replace existing 2920 switch
 - Configuration and installation of 1 – Aruba R8Q71A switch and 1 Aruba JL725B switch in the 206 closet to replace existing 2920 switches

- Sullivan
- Configuration and installation of 1- Aruba 5420 Chassis switch in the main MDF to replace existing Core 5400 Chassis switch

All above Buildings

- Assist D23 with base testing of LAN access and phones post switch install
- Assist D23 with base testing of Wireless post switch install
- Update of network diagram and relevant documentation
- Update of monitoring setup

Administration Budling

- Configuration and installation of 1 Aruba R8Q71A switch and 1 Aruba JL727B switch in the basement rack to replace existing 2920 switches
- Work to be completed at same time as existing switch refresh for the schools
- Assist D23 with base testing of LAN access and phones post switch install
- Assist D23 with base testing of Wireless post switch install
- Update of network diagram and relevant documentation
- Update of monitoring setup

Assumptions

- Physical access to all install locations will be available during the scheduled windows
- Onsite and remote access to the existing environment will be coordinated in advance
- Work to be completed during normal Monday-Friday non holiday dates
- SOW is for configuration and installation services only. No parts are provided as part of this SOW
- D23 to provide all hardware and parts for installation and connectivity
- D23 has necessary UPS protection and available power outlets on UPS units
- All configuration to be similar to the existing port configuration of the existing switches.
- Using existing cables for connections
- Use of existing vlans and subnets

Exclusions

Low-voltage work including but not limited to structured cabling, wall port and patch panel identification and labeling, unmounting/mounting of access points, mounting of wall rack, and any patch panels or termination parts.
 Recycling of retired equipment
 Electrical work
 Any transceivers/converters/patch cables needed not included in SOW
 Weekend or Holiday work

Key CLIENT Personnel List

Task No.	Name of Key Personnel	Role /Title	Responsibilities
1	Chris Alms	Director of Technology and Inf	

Estimated Milestones Schedule

Project Milestone	Target Date
<i>**Project Kickoff Call</i>	TBD
<i>Project Completed</i>	Estimated 6-8 weeks

****Prior to the Kickoff Call, our PMO will be building the project plan and designating the milestones which will be reviewed on the Kickoff Call.****

Payment Terms

- All shipping charges will be added to the final invoice
- All hardware/software and 50% professional services will be invoiced and must be paid in full to start any project approved under this Statement of Work
- Any hardware/software orders over \$3,000 must be paid in full to initiate project.

Travel Expenses

- Client shall be responsible for all reasonable and necessary travel-related expenses incurred in connection with the services provided under this Statement of Work.
- Such expenses may include, but are not limited to, transportation, lodging, meals, parking, and tolls.
- All travel expenses will be invoiced separately from service fees and will be accompanied by appropriate documentation upon request.
- Client agrees to reimburse these expenses in accordance with the payment terms outlined in this agreement.

Approvals and Authority to Proceed

The Scope Statement, Project Schedule, Project Budget and Project Deliverables may be approved by:

Name	Title	E-mail
Chris Alms	Director of Technology and Inf	calms@d23.org

Change Orders and additional billable time may be approved by:

Name	Title	E-mail
Chris Alms	Director of Technology and Inf	calms@d23.org

The persons listed below represent their respective organizations related to this project. Approval and authority to proceed must be given by all persons identified below.

Execution of Agreement

This Statement of Work may be executed in one or more counterparts, each of which shall be considered an original, but all of which together shall constitute one and the same instrument.

Representations and Warranties

Each Party represents and warrants to the other Party that (1) the Party has full authority to enter into this Agreement and perform its obligations hereunder, (2) the Party's performance of its obligations shall not constitute a breach or violation of any other Agreement or legal obligations to which a Party is bound; and (3) each Party shall perform its obligations in full compliance with all applicable laws, regulations, ordinances, or licenses.

Accept Quote

Billing Address

Chris	Alias
calms@d23.org	
847-870-5556	
Prospect Heights School District 23	Director of Technology and Inf
700 North Schoenbeck Road	
Address 2 (optional)	
United States	Illinois
Prospect Heights	postage070

Shipping Address

Same as billing address

Chris	Alias
calms@d23.org	
847-870-5556	
Prospect Heights School District 23	Shipping Label
700 North Schoenbeck Road	
Address 2 (optional)	
United States	Illinois
Prospect Heights	postage070

PO Number

Total up-front: \$29,210.00 USD

Acceptance Terms

EMPIST and Client agree to this Statement of Work and Client hereby authorizes commencement of the Services.

EMPIST will begin rendering Services as defined in MSP Statement of Work portion of this Managed Services Proposal effective on the date below.

Effective Date (to be determined by EMPIST)

I have read, understood, and agree with the terms above.

Full Name (type name here) *

[Text Signature](#) [Draw Signature](#)

By signing and accepting quote, I agree that this signature will be an electronic representation of my signature for all purposes when I use them on documents, including legally binding contracts – just the same as a wet ink signature on paper.

IP Address: 216.125.45.194

