

## Board of Education Regular Meeting 2022

Thursday, November 17, 2022 7:00 PM

BOE Meeting Access: BOE (11/17/22 at 7 p.m.) Web:

https://zoom.us/j/96954609118 Dial In: (929) 205-6099 Meeting ID: 969 5460 9118 , 3 Brush Hill Road, New Fairfield, CT 06812

### I. CALL TO ORDER

### II. PLEDGE OF ALLEGIANCE

### III. APPROVAL OF THE MINUTES

III.A. November 3, 2022 - Regular

### IV. APPROVAL OF THE AGENDA

V. **PUBLIC PARTICIPATION - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]***

### VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

VI.A. Chairman's Report

VI.B. Superintendent's Report

VI.C. Student Representatives' Report

VI.D. Committee Reports

VI.D.1. Business Operations/Resource Management (*Greg Flanagan*)

VI.D.2. Policy (*Samantha Mannion*)

VI.E. Liaison Reports

VI.E.1. Board of Finance (*Ed Sbordone*)

VI.E.2. Parks and Recreation Committee (*K. LaTourette, G. Flanagan*)

### VII. INFORMATION ITEMS

VII.A. Systems in Support of Growth and Achievement

VII.B. New Fairfield High School/Consolidated School Building Project Update

VII.C. Transportation Update

VII.D. Board of Education Policies (*Second Reading*)

VII.E. Policy 7230.2 - Extensions/Renovations or Replacements

VIII. **INFORMATION/ACTION ITEM**

VIII.A. Board of Education 2023 Regular Meeting Dates

IX. **ACTION ITEMS**

IX.A. Personnel Report

IX.B. 2023-24 FY Budget Calendar

IX.C. 2023-24 FY Budget Assumptions

IX.D. Approval of Final Technology Package Plan for New Fairfield High School Building Project

IX.E. Board of Education FY 2021-22 Surplus

X. **PUBLIC PARTICIPATION** - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]*

XI. **FUTURE AGENDA ITEMS**

XII. **BOARD MEMBER COMMENTS**

XIII. **ADJOURNMENT**

**NEW FAIRFIELD BOARD OF EDUCATION  
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a regular meeting on Thursday, November 3, 2022, at 7:00 pm in the New Fairfield Community Room at 33 Route 37, New Fairfield, CT 06812.

**MINUTES – November 3, 2022**

**PRESENT:** Dominic Cipollone (Chairman), Kathy Baker, Tim Blair, Greg Flanagan, Kimberly LaTourette, Samantha Mannion and Ed Sbordone

**ABSENT:** Amy Johnson and Stephanie Strazza

**ALSO PRESENT:** Superintendent of Schools Dr. Kenneth Craw, Assistant Superintendent of Schools Julie Luby, Director of Business and Operations Carrie DePuy, Pupil Personnel Director Katherine Matz, New Fairfield High School Principal James D’Amico, New Fairfield Middle School Principal Karen Gruetzner and Elementary Principal Allyson Story

**I. CALL TO ORDER:** Chairman Dominic Cipollone called the meeting to order at 7:01 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF MINUTES**

A. October 20, 2022 - Regular meeting - approved by consensus

**IV. APPROVAL OF AGENDA** - approved by consensus

**V. PUBLIC PARTICIPATION** - None

**VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS**

A. Chairman’s Report - Dominic Cipollone spoke of the following:

- The Tricks or Treat outing in the center of town was very successful.

B. Superintendent’s Report - Superintendent of Schools Dr. Kenneth Craw spoke of the following:

- Congratulated the Girls’ Cross Country Team for winning the State Championship. He suggested recognizing the team at a future BOE meeting.
- The Calendar Committee is working on the district calendar for next year.
- November 11<sup>th</sup> is Veterans’ Day. He encouraged everyone to thank a veteran.
- Introduced the Student Representatives.

C. Student Representatives’ Report

Senior Representative Grace DeMarco spoke of the following:

- The 1<sup>st</sup> quarter ends on November 4<sup>th</sup>.
- Friday, November 4<sup>th</sup> is “Senior Night” for the football players, cheerleaders and band members.

- Congratulated the Girls’ Cross Country Team on winning the State Championship.

Junior Representative Brennan Hearty

- Introduced himself and gave a brief description of his background.

#### D. Committee Reports

1. Curriculum - Greg Flanagan noted that this committee met on October 24<sup>th</sup> and reviewed the Gifted and Talented Student program and the Social Studies curriculum.
2. Policy - Samantha Mannion noted that this subcommittee met on October 26<sup>th</sup> and reviewed four policies. Three of the policies were tabled and the fourth policy is on tonight's agenda for first reading.

#### E. Liaison Reports

1. Board of Finance - Ed Sbordone noted that the BOF met on October 19<sup>th</sup> and discussed the following:

- The Capital Projects subcommittee is suspended for now.
- The Medical fund balance is currently approximately \$600,000 which is down from the average of \$2.5 million.
- The BOF discussed the history of the Town and BOE surpluses for previous years.
- Members of the BOF requested additional expenditures reports from the BOE. Members of the BOE suggested that the BOF appoint a liaison to come to the BOE Business Operations Subcommittee meetings.

2. Calendar Committee - Kathy Baker noted that this committee met on November 2<sup>nd</sup> and discussed the calendar for 2023-2024. The first day of school will be after Labor Day in September 2023, due to the high school construction. There will be five professional days and five data days for the 2023-2024 school year. There was a brief discussion of Spring Break 2024 and whether or not it will coincide with surrounding towns.

### **VII. INFORMATION ITEMS**

#### A. NESDEC Enrollment Projections

Superintendent of Schools Dr. Ken Craw gave data regarding enrollment and expectations for the upcoming years. He noted that enrollment has gone down in recent years, but it is projected that enrollment will be steady or possibly an increase over the next ten years.

#### B. NFHS School Start and End Time Update

Kathy Baker spoke in support of having a later start time for the high school. She spoke of the logistics of moving the time and what areas will be affected. Dr. Craw spoke of how athletics and transportation could be affected by changing the times. This committee will meet again on Nov. 16<sup>th</sup>.

#### C. Sign and Sub Event

Julie Luby noted that the Sign and Sub Event designed to recruit more substitutes for the district was very successful. She explained the logistics for signing substitutes and noted that over 30 people attended the event.

#### D. Food Service Update

Carrie DePuy noted that the COVID funds that provided free lunches for students will end in December. The district will start charging for meals beginning January 3<sup>rd</sup>. Communication will go home to families notifying eligible families to apply for free or reduced lunch.

#### E. New Fairfield High School/Consolidated School Building Project Update

Carrie DePuy noted that the high school construction project is on time and on budget. Purchase Orders for the furniture, fixtures and equipment will be issued in December. The current building will be closed during the summer and alternate plans will need to be made for the staff. It was noted that there will not be enough room for Juniors to park on campus next year.

The parking problems at Meeting House/Consolidated are being addressed. The playground at MHHS/Consolidated will be completed the week after Thanksgiving.

F. Board of Education Policies (*First Reading*)

1. Policy 7230.2 - Extensions/Renovations or Replacements

**VIII. ACTION ITEMS**

A. Personnel Report

**MOTION:** Kathy Baker made a motion to recommend to the full Board the approval of the Personnel Report for October 31, 2022, as recommended by the administration. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Kimberly LaTourette, Samantha Mannion and Ed Sbordone

Dr. Craw noted that a new Athletic Trainer was hired for the high school and will start at the end of November.

B. Board of Education Policies

**MOTION:** Samantha Mannion made a motion to recommend to the full Board the approval of the Board of the Education Policies listed below as presented. Kathy Baker seconded the motion.

**IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Kimberly LaTourette, Samantha Mannion and Ed Sbordone

1. Policy 5145.511- Exploitation; Sexual Harassment
2. Policy 6140 - Curriculum
3. Policy 6172.6 - Distance Education

**IX. PUBLIC PARTICIPATION-** None

**X. FUTURE AGENDA ITEMS** - Samantha Mannion asked for periodic updates regarding transportation.

**XI. BOARD MEMBER COMMENTS**

Kimberly LaTourette thanked Julie Luby for coming up with a creative idea to recruit more substitute teachers.

Ed Sbordone reminded everyone to vote on Tuesday, November 8<sup>th</sup>.

Dominic Cipollone thanked the Student Representatives for all they bring to the Board.

**XII. ADJOURNMENT**

**MOTION:** Dominic Cipollone made a motion to adjourn the meeting at 7:56 p.m. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Kimberly LaTourette, Samantha Mannion and Ed Sbordone

Respectfully submitted,  
Suzanne Kloos

# Systems in Support of Growth and Achievement

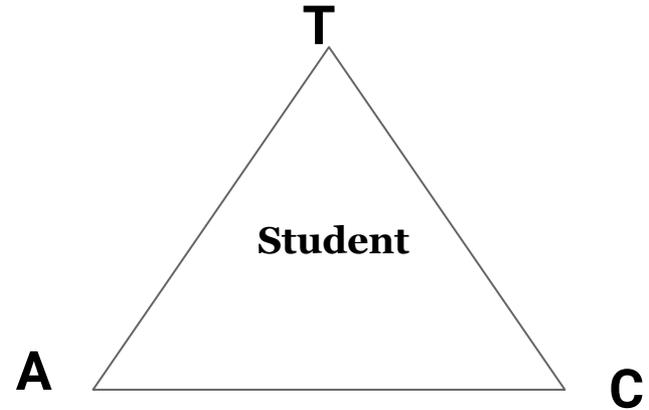
**New Fairfield Public Schools  
Fall 2022**



# Systems in Support Of Growth and Achievement

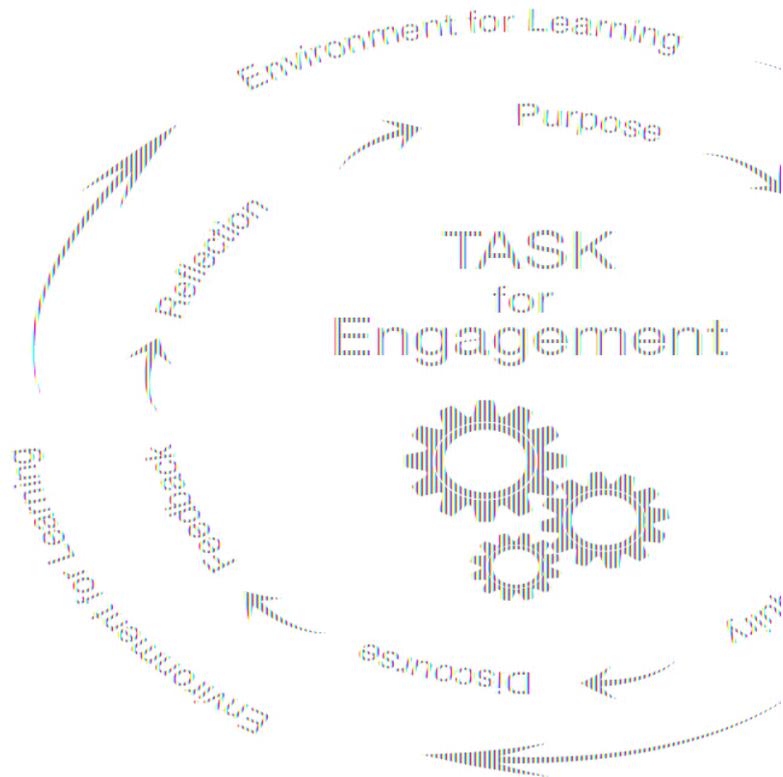
## Multi-Tiered Systems of Support

Tier 1: Instructional Coaching



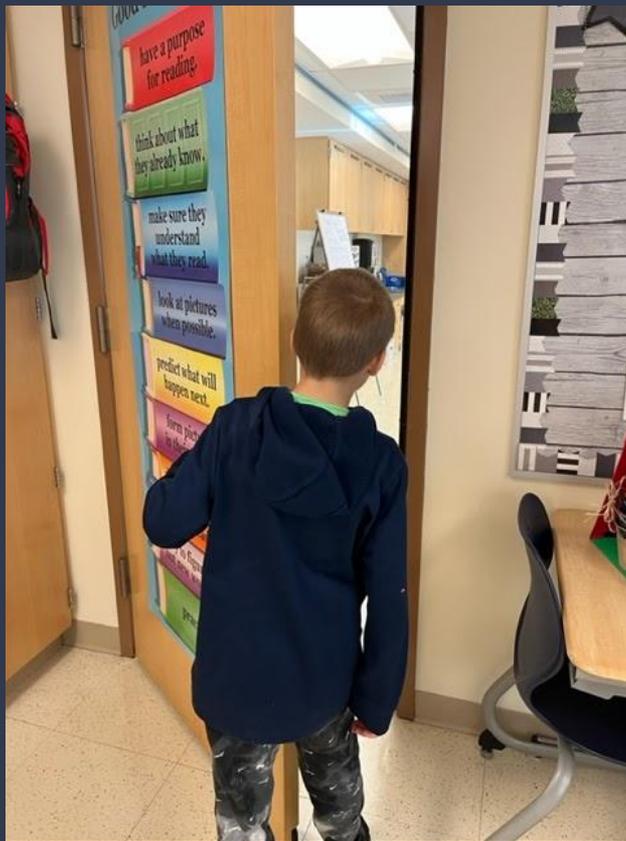
Tier 2 & Tier 3: Intervention

# The Impact of Coherent Systems of Support



“Accomplishing the maximum impact on student learning depends on teams of teachers working together, with excellent leaders or coaches, agreeing on worthwhile outcomes, setting high expectations, knowing the students’ starting and desired success in learning, seeking evidence continually about their impact on all students, modifying their teaching in light of this evaluation, and joining in the success of truly making a difference to student outcomes.”

— John A.C. Hattie, *Visible Learning for Teachers: Maximizing Impact on Learning*



We see coaching and intervention as offering a “doorway” to the classroom for all learners.

Our goal is for students to have a safe and flexible environment to learn and grow alongside peers in the classroom.

| <b>Role</b>           | <b>Impact</b><br>(coaches + classroom teachers +interventionists)   |
|-----------------------|---|
| Instructional Coaches | <b>support teachers</b> with core instruction and content delivery to meet the needs of all students in the classroom.<br>(Tier 1 Instruction)  |
| Teachers              | <b>support all students</b> with core instruction through whole class and differentiated small group/individual instruction.<br>(Tier 1 Instruction and Tier 2 Intervention)  |
| Interventionists      | <b>support general education students</b> through targeted instructional cycles focused on an identified weakness to help strengthen learning gaps that exist between students and their grade level content.<br>(Tiers 2 and 3 Intervention) |

## **Actions to Support Tier 1 Instruction**

Focus on Tier 1 **planning** and **instruction** through coaching

Ensure consistent pacing of content within and between grade levels

Utilize timely assessments to inform instruction

Provide professional learning to support district and school goals

## **Actions to Support Tiers 2 & 3 Intervention**

Systematically use data to identify students (iReady / SBAC / intervention screeners)

Provide scheduled time to support students in what they need (WIN block built into the schedule)

Utilize articulated 6-8 week intervention cycles to ensure timely and targeted instruction

# Instructional Coaching

Support for Tier 1 Instruction

# NFPS Instructional Coaching



Cathy Hall

## Key Goals for Instructional Coaches

1. Work in support of the District plan to improve the quality of instruction in New Fairfield Public Schools.
2. Support teacher self-efficacy in planning instruction that is inclusive of all learners.
3. Support an instructional model that is student-centered, data driven, and responsive to the diverse needs of all students.
4. Regularly engage in supporting District, school, grade-level, or individual professional learning through monthly, weekly, or daily coaching sessions.
5. Model and support growth, reflection, and lifelong learning.



Jen Powers

# Coaching

**Supports Tier 1 Instruction**

**Connects District Vision and Goals**



**School Level**



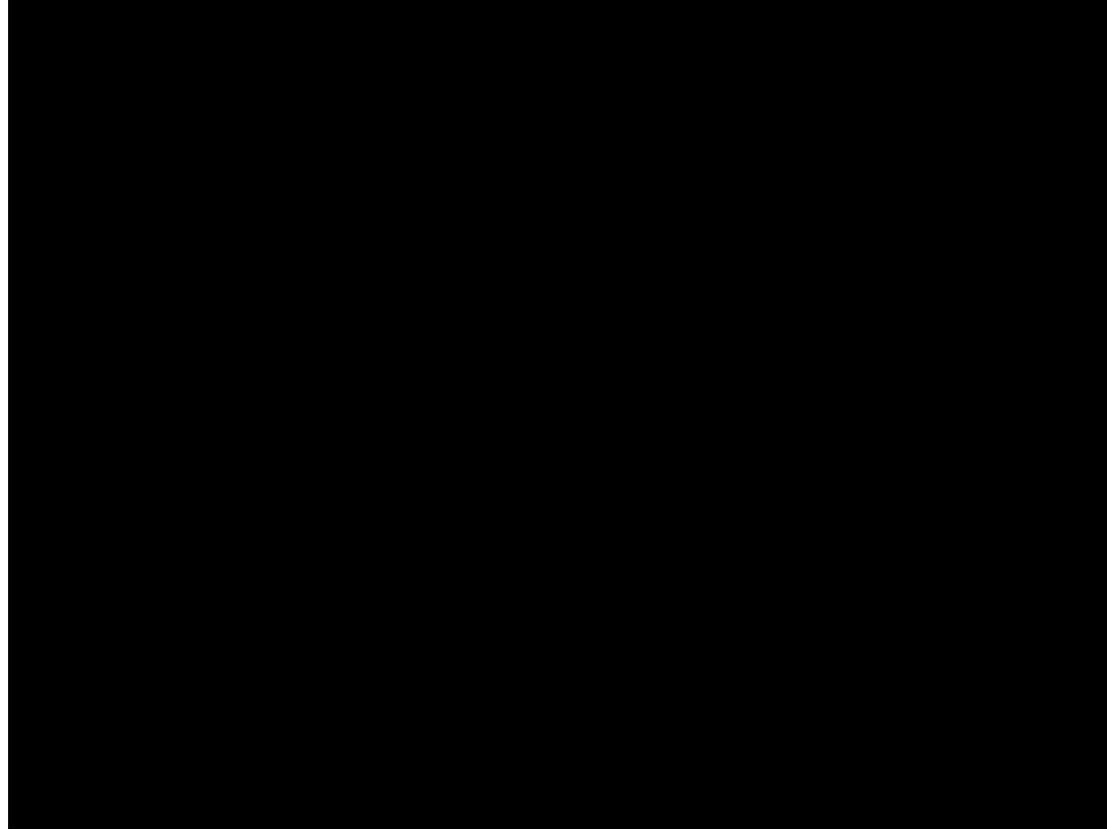
**Grade / Department Level**



**Classroom**



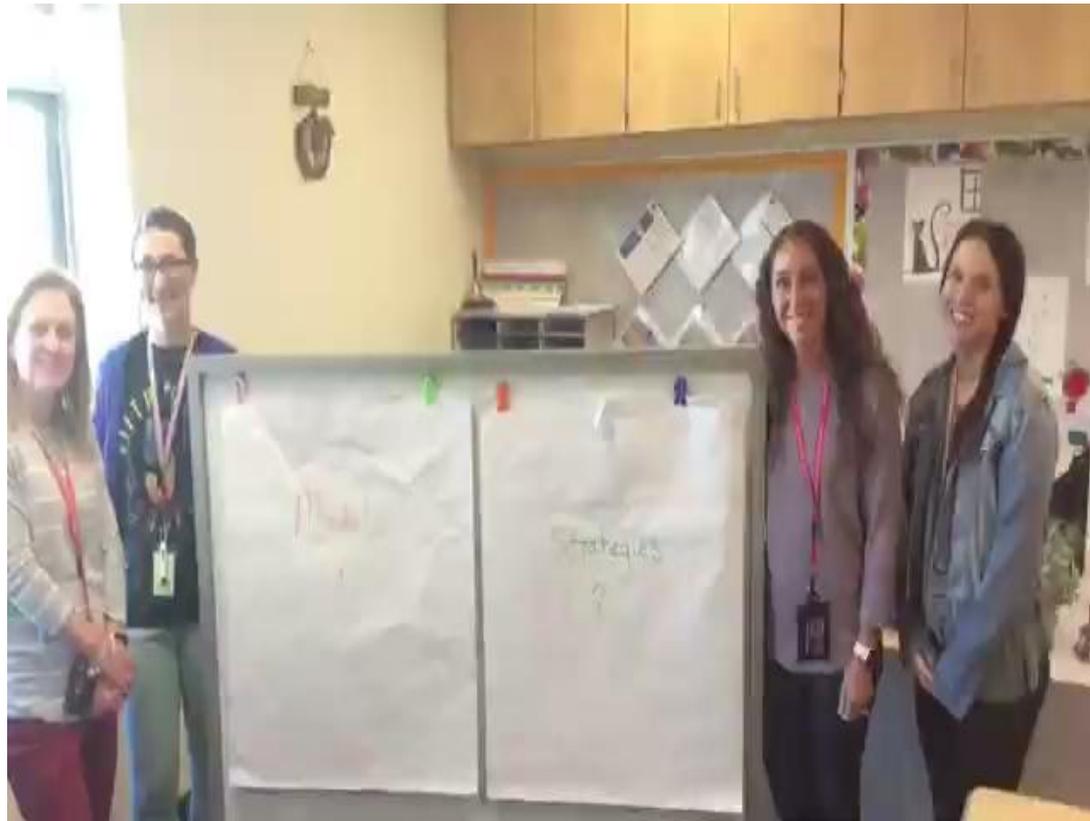
**Teacher**



"The most valuable resource that all teachers have is each other. Without collaboration our growth is limited to our own perspectives."  
Robert John Meehan



Made with  by racethat.com



“One of the benefits of coaching cycles I’ve found is that the coach can research and find exemplary tasks and activities which then can be rolled out to all classes. Last year we did an activity on the congruence of triangles that worked really well in my classes.”

“I felt that meeting and discussing each lesson to see what worked and didn’t work then applying to the next lesson was very helpful.”

“The coaches have been working with all teachers in the school to help us understand Task Design and High Quality Instruction. I participated in her professional development session on November 8 and found the hands-on approach to be helpful.”

“Jen and Cathy have been such a tremendous support to teachers and administrators. **They have been involved in planning high quality tasks with teachers**, have **led professional learning**, and have been **working alongside the teachers** in their classrooms. They have contributed to the much needed throughline in the district, and their heavy lifting of the work has elevated teaching and learning in our schools.

*Jen and Cathy get TWO THUMBS UP! Highly recommend!”*

“My coach and I have **worked collaboratively to bring Interactive Learning back into Social Studies** classroom and increase student engagement with student-centered activities.”

“...She has observed all members of the high school English department, has been involved in various departmental meetings -both formal and informal. Jen has listened and considered staff concerns regarding planning and curriculum needs across the broad spectrum of course offerings...”

Teachers are OUR most valuable resource  
and when collectively supported - learning thrives for all.

## How has coaching lifted your instruction in your classroom?

“Having Amy and Nicole as coaches has been invaluable. Their **guidance with curriculum pacing** keeps us focused and organized. Their leadership at our PLC makes each meeting meaningful...Nicole has assisted in the implementation of Bridges by **explaining the upcoming lessons** and workplaces...Amy has helped us with **assessment ideas** and schedules. **These time saving actions allow me to focus on the actual teaching of the lessons and whether or not the students have mastered the skills being taught.**”

## How has coaching raised the level of instruction & what impact has it had on student achievement?

“Nicole and Amy observe teachers as well as engage with the students. They add to lessons by questioning the students and bringing the instruction to the next level. We **discuss lessons**, determine what standards are being addressed and **review the assessments** to make sure what we are teaching is **appropriate and purposeful**. This **assures that all of the needs of the students** are being met.”

--

# Intervention

Tier 2 and Tier 3 Support



**Robyn Biasetti**  
Math Interventionist  
Consolidated



**Stephanie Taylor**  
Math Interventionist  
Consolidated



**Elizabeth Antonelli**  
Math Interventionist  
Meeting House



**Ryan Ragan**  
Math Interventionist  
Meeting House

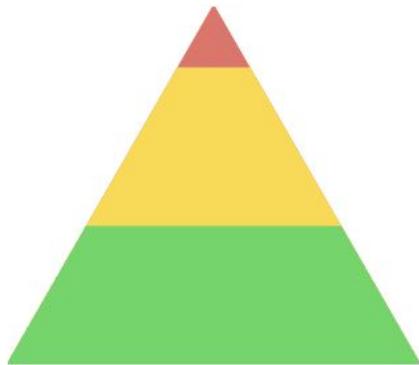
# Meet the K-5 Numeracy Intervention Team

# Math Intervention at Consolidated and Meeting House



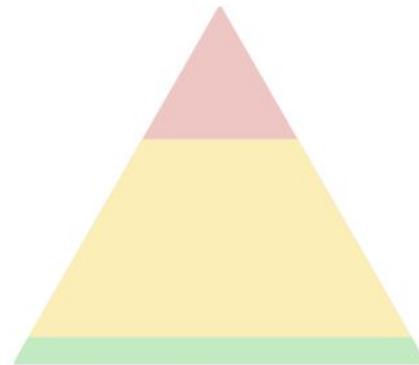
# Impact: CONS Math Fall 2021 - Spring 2022

## Overall Placement



Final Diagnostic

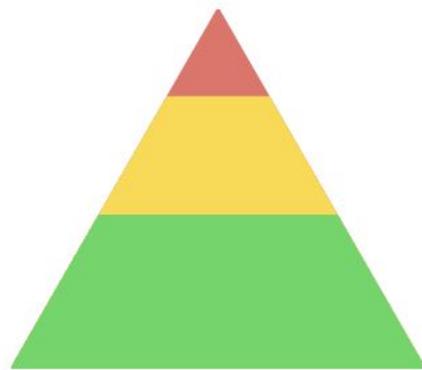
- **At Risk for Tier 3**  
3% (From 14%)
- **Tier 2**  
35% (From 72%)
- **Tier 1**  
62% (From 14%)



Fall 2021-2022

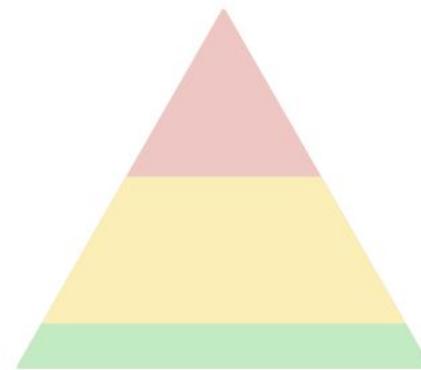
# Impact: Meeting House Math Fall 2021 - Spring 2022

## Overall Placement



Final Diagnostic

- **At Risk for Tier 3**  
6% (From 22%)
- **Tier 2**  
27% (From 55%)
- **Tier 1**  
67% (From 22%)



Fall 2021-2022



**Stacey Bianco**  
Reading Interventionist  
Consolidated



**Allannah Greco**  
Reading Interventionist  
Consolidated



**Deanna Crum**  
Reading Interventionist  
Meeting House



**April LaLonde**  
Reading Interventionist  
Meeting House

# Meet the K-5 Literacy Intervention Team

# Reading Intervention Team

## Collaborative Resume

- Number of years combined teaching experience: 77
- Number of combined levels taught: 7
- Higher Education: Early Childhood Education, Remedial Reading K-12 (Certification 102), Elementary Education BS, Master of Arts in Teaching, BA in Sociology & Anthropology, BS in Business Administration, Sixth Year: Degree in Advanced Studies of Literacy
- Degrees held: 9
- Strengths of the team: In depth knowledge of reading development, data analysis, empathy for students' challenges

## Science of Reading Professional Development

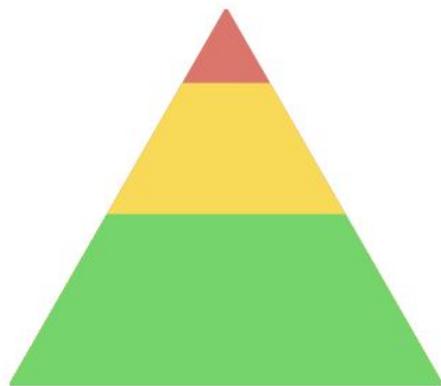
Remedial Reading K-12 Certification 102, Dyslexia Trainings, Orton Gillingham Training, Heggerty Language Routines, Bridge the Gap Phonemic Awareness Training, Foundations, Shifting the Balance to Support the Science of Reading in Classrooms

# Reading Intervention at Consolidated and Meeting House

Elementary Literacy Intervention

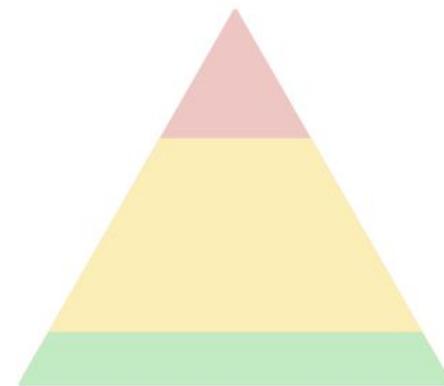
# Impact: CONS Reading Fall 2021 - Spring 2022

## Overall Placement



Final Diagnostic

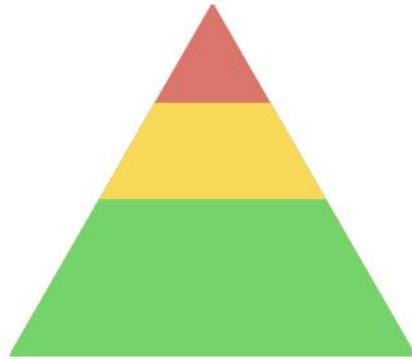
- **At Risk for Tier 3**  
4% (From 12%)
- **Tier 2**  
26% (From 62%)
- **Tier 1**  
70% (From 25%)



Fall 2021-2022

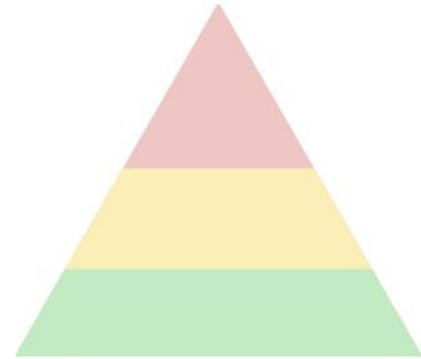
# Impact: Meeting House Reading Fall 2021 - Spring 2022

## Overall Placement



Final Diagnostic

- **At Risk for Tier 3**  
8% (From 22%)
- **Tier 2**  
23% (From 35%)
- **Tier 1**  
69% (From 43%)



Fall 2021-2022



**Traci Rehtiene**  
Reading Interventionist  
Middle School



**Treva King**  
Math Interventionist  
Middle School

|

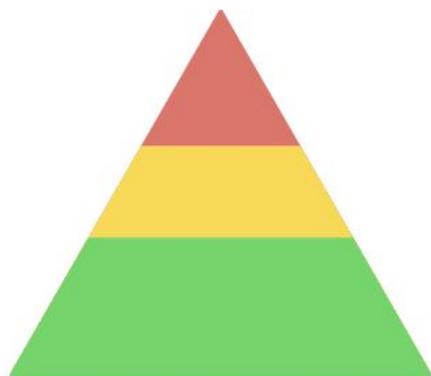
# Meet the Middle School Intervention Team

# Reading and Math Intervention at the Middle School



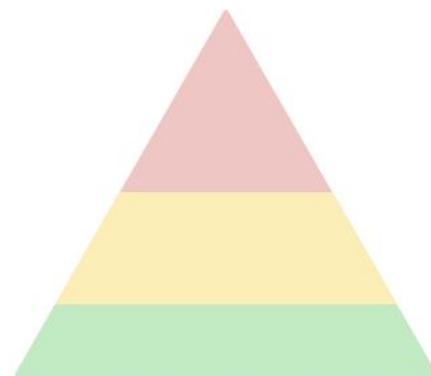
# Impact: Middle School Math Fall 2021 - Spring 2022

## Overall Placement



Final Diagnostic

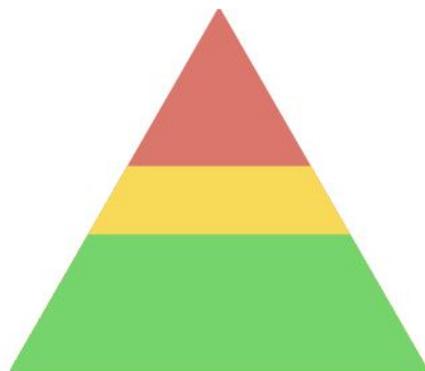
- **At Risk for Tier 3**  
14% (From 25%)
- **Tier 2**  
25% (From 40%)
- **Tier 1**  
61% (From 35%)



Fall 2021-2022

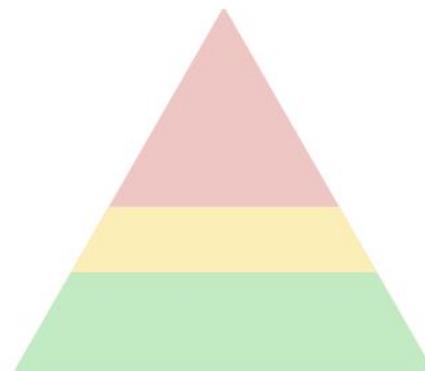
# Impact: Middle School Reading Fall 2021 - Spring 2022

## Overall Placement



Final Diagnostic

- **At Risk for Tier 3**  
19% (From 30%)
- **Tier 2**  
20% (From 23%)
- **Tier 1**  
61% (From 47%)



Fall 2021-2022

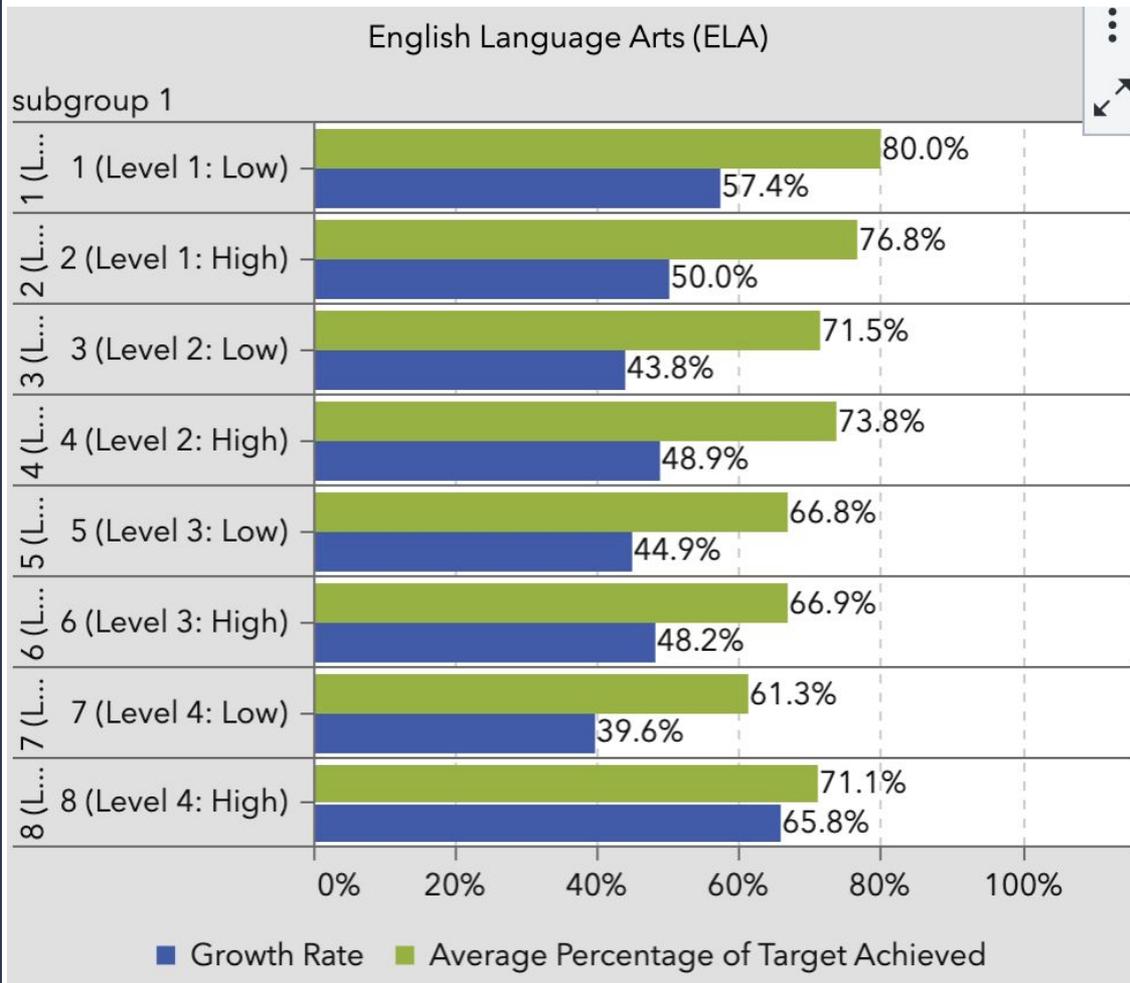
# Impact: English Language Arts (SBAC Growth Data)

Students who ended the 2020 - 2021 school year below benchmark in ELA (levels 1 & 2) made MORE growth (on average) than students who ended the year on or above benchmark (levels 3 & 4)

AND

students in level 1 (below benchmark) made the most growth!

# ELA SBAC Growth Data



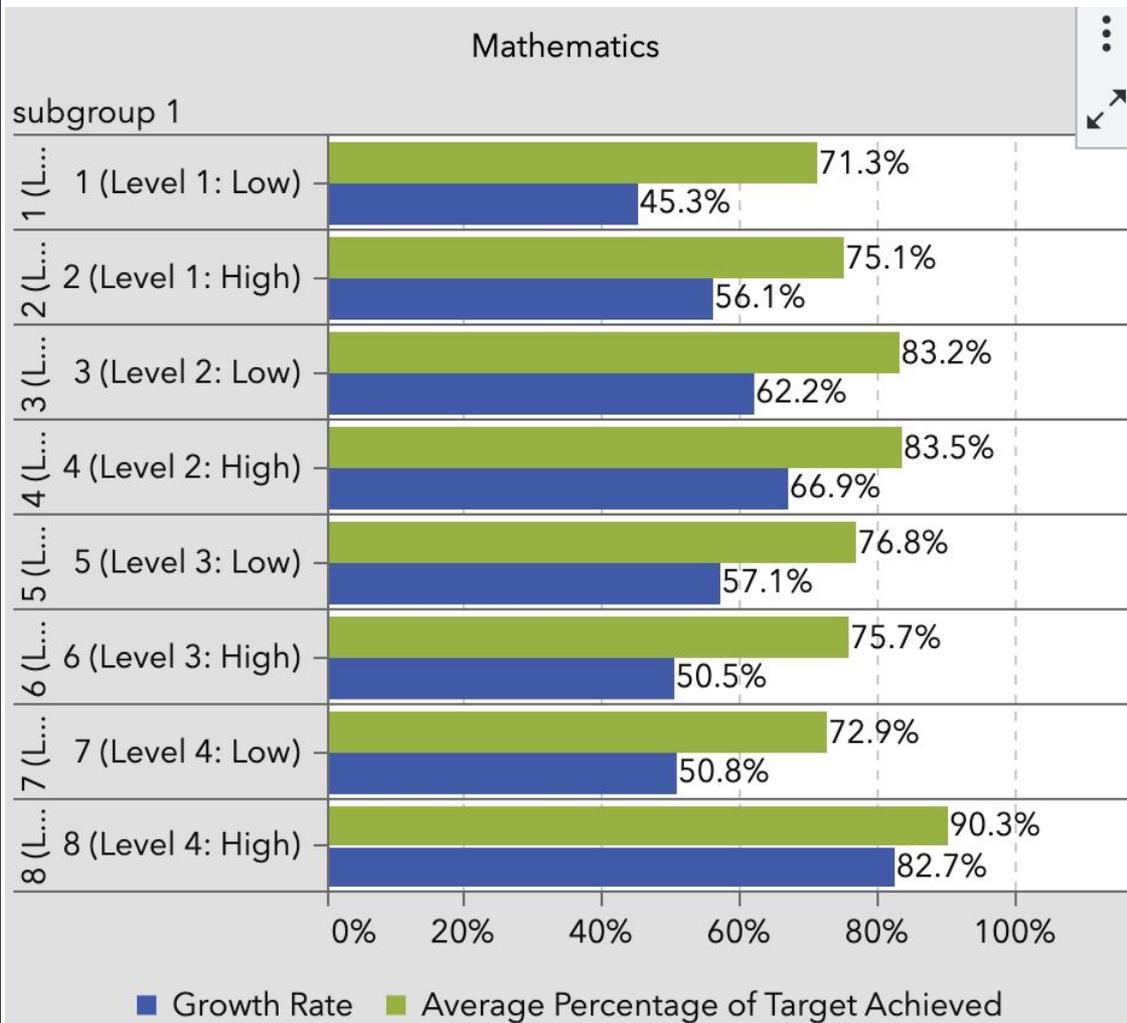
## Impact: Mathematics (SBAC Growth Data)

Students who ended the 2020 - 2021 school year below benchmark in mathematics (levels 1 & 2) made comparable growth to students who ended the year on or above benchmark (levels 3 & 4)

AND

students in level 2 (approaching benchmark) made the most growth!

# Math SBAC Growth Data





*Existing policy updated to reflect new legislation.*

## **Construction**

### **Extensions/Renovations or Replacements**

#### **Indoor Air Quality**

The Board of Education recognizes that the maintenance of acceptable temperature, relative humidity and adequate fresh air ventilation in school buildings is a primary objective in the creation and maintenance of an optimal learning environment.

#### **Indoor Air Quality in Existing Facilities**

The Superintendent or his/her designee shall implement an indoor air quality program that provides for ongoing maintenance and facility reviews, in accordance with all applicable state statutes, necessary for the maintenance and improvement of the indoor air quality of all District facilities.

The District shall report biennially, in a manner as required, to the Commissioner of Administrative Services on the condition of its facilities, its long range facilities program, and on its air quality program, and green cleaning program.

Prior to January 1, 2008 and every ~~five (5)~~ **three (3)** years thereafter, for any District facility that has been constructed, extended, renovated or replaced on or after January 1, 2003, the Board of Education shall provide for a uniform inspection and evaluation program of indoor air quality within such buildings, such as the Environmental Protection Agency's Indoor Air Quality for Schools Program.

The results of the evaluation shall be made available for public inspection at a regularly scheduled Board of Education Meeting and also posted on the District's website.

The inspection and evaluation program shall include, but not be limited to, a review, inspection or evaluation of the following:

1. the heating, ventilating, and air conditioning (HVAC) systems;
2. radon levels in the air and water;
3. potential for exposure to microbiological airborne particles, including fungi, mold, and bacteria;
4. chemical compounds of concern to indoor air quality, including volatile organic compounds;
5. pest infestation, including insects and rodents;
6. pesticide usage;
7. the presence and plans for removal of certain hazardous substances identified under federal law;
8. ventilation systems (i.e. exhaust fans);

## **Construction**

### **Extensions/Renovations or Replacements**

### **Indoor Air Quality**

#### **Indoor Air Quality in Existing Facilities (continued)**

9. plumbing, including water distribution systems, drainage systems, and fixtures;
10. moisture incursion (leaks);
11. the facilities' overall cleanliness;
12. building structural elements, including roofing, basements, and slabs;
13. the use of space, particularly in areas designed to be unoccupied; and
14. the provision of indoor air quality maintenance training for building staff.

Heating, ventilation, and air conditioning systems shall be maintained in accordance with the prevailing maintenance systems, such as Standard 62. The Board direct the Superintendent or his/her designee to ensure that such systems shall be operated continuously during the hours in which students or school personnel occupy school facilities except during periods of scheduled maintenance or emergency repairs or at other times when it can be demonstrated that the air supply system meets the Standards 62 requirements for air changes per hour.

Records shall be maintained on the maintenance of the District's heating, ventilation, and air conditioning systems for a period of not less than five years. Such records shall be available to the public upon request.

Prior to January 1, 2024, and every five years thereafter, the local or regional Board of Education shall provide for a uniform inspection and evaluation of the heating, ventilation and air conditioning system within each school building under its jurisdiction. Such inspection and evaluation shall be performed by a certified testing, adjusting and balancing technician, an industrial hygienist certified by the American Board of Industrial Hygiene or the Board for Global EHS Credentialing, or a mechanical engineer. Such heating, ventilation and air conditioning systems inspection and evaluation shall include, but need not be limited to:

1. Testing for maximum filter efficiency
2. Physical measurements of outside air delivery rate
3. Verification of the appropriate condition and operation of ventilation components
4. Measurement of air distribution through all system inlets and outlets
5. Verification of unit operation and that required maintenance has been performed in accordance with the most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers
6. Verification of control sequences
7. Verification of carbon dioxide sensors and acceptable carbon dioxide concentrations indoors, and
8. Collection of field data for the installation of mechanical ventilation if none exist.

## **Construction**

### **Extensions/Renovations or Replacements**

#### **Indoor Air Quality**

##### **Indoor Air Quality in Existing Facilities** (continued)

The ventilation systems inspection and evaluation shall identify to what extent each school's current ventilation system components, including any existing central or non-central mechanical ventilation system, are operating in such a manner as to provide appropriate ventilation to the school building in accordance with most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers. The inspection and evaluation shall result in a written report, and such report shall include any corrective actions necessary to be performed to the mechanical ventilation system or the heating, ventilation and air conditioning infrastructure, including installation of filters meeting the most optimal level of filtration available for a given heating, ventilation and air conditioning system, installation of carbon dioxide sensors and additional maintenance, repairs, upgrades or replacement. Any such corrective actions shall be performed, where appropriate, by a contractor, who is licensed in accordance with chapter 393. The local or regional Board of Education conducting an inspection and evaluations pursuant to this subsection shall make available for public inspection the results of such inspection and evaluation at a regularly scheduled meeting of such Board and on the Internet website of such Board and on the Internet website, if any, of each individual school. The local or regional Board of Education shall not be required to provide for a uniform inspection and evaluation under this subdivision for any school building that will cease to be used as a school building within the three years from when such inspection and evaluation is to be performed.

##### **Indoor Air Quality in New or Renovated Facilities**

In order to secure appropriate indoor air quality in District schools, the Board of Education believes that when new facilities are constructed and when existing facilities are renovated, the following requirements shall be specified to the architect or design professional responsible for the construction project:

1. Adhere to the requirements defining minimum air circulation contained in the State Building Code which apply only when constructing new space.
2. The building/space meets or exceeds the ASHRAE (American Society of Heating, Ventilating and Air Conditioning Engineers) 62-1999 standard, "Ventilation for Acceptable Indoor Air Quality," which considers chemical, physical and biological contaminants that can affect air quality as referenced by the State Code adopted pursuant to C.G.S. 29-252.
3. Utilizing the ASHRAE 62-1999 standard, achieve a minimum ventilation rate per occupant of 15 cubic feet per minute (cfm) of outdoor air.

## **Construction**

### **Extensions/Renovations or Replacements**

#### **Indoor Air Quality**

##### **Indoor Air Quality in New or Renovated Facilities** (continued)

4. Design and placement of air handling equipment needs to be done in a manner where it is accessible to inspect and maintain the equipment; therefore, mechanical rooms are desirable versus exposed rooftop units or units hung above suspended ceilings.
5. With increased air flow requirements, attention must be given to the potential of air velocity noise within ductwork.
6. Fresh air intakes must be located, whenever possible, away from all types of vents and exhausts on roofs in addition to any ground level vegetation and any accumulation of water.
7. Air intakes and ventilation windows must be sufficiently distant from bus loops and loading docks.
8. Radon mitigation systems to provide a vapor barrier and protection from under-slab humidity should be a part of new school construction.
9. Attention must be given to the selection of all building materials and finished products which may emit odorous and irritating volatile organic vapors degrading indoor air quality.
10. Reduce the potential of moisture intrusion through appropriately designed pitched roofs wherever possible.
11. Consider the economic feasibility of achieving dehumidification through air conditioning.
12. Install temperature control systems along with energy management systems which monitor temperature and other factors helpful in monitoring and diagnosing heating, ventilating and air conditioning (HVAC) systems.
13. When renovating an occupied building provide for the mechanical control of airborne pollutants associated with the construction process.

## Construction

### Extensions/Renovations or Replacements

#### Indoor Air Quality (continued)

Legal Reference: Connecticut General Statutes  
10-220(d) Duties of boards of education. ~~(as amended by P.A. 09-81)~~  
10-231(f) Indoor air quality committees  
10-282(19) Definitions  
10-283 Applications for grants for school building projects  
10-286 (a)(9) Computation of school building project grants  
10-291 Approval of plans and site. Expense limit.  
10-292 Review of final plans by Commissioner of Administrative Services. Exceptions; role of local officials.  
~~P.A. 03-220 An Act Concerning Indoor Air Quality in Schools.~~  
P.A. 09-81 An Act Concerning Cleaning Products in Schools.  
New Fairfield Code of Ordinances  
Section 8: Building Committees, Sec. 2-171  
10-231g Green Cleaning Program at schools: Definitions, Implementation, Notice.  
**P.A. 22-118 An Act Concerning the State Budget for the Biennium Ending June 30, 2023.**

Policy adopted: May 1, 2003  
Policy revised: November 6, 2003  
Policy reviewed: June 21, 2007  
Policy revised: December 4, 2008  
Policy revised: December 17, 2009  
Policy revised: June 16, 2016  
Policy revised: June 6, 2019  
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS  
New Fairfield, Connecticut

**DRAFT**  
***New Fairfield Board of Education***  
***3 Brush Hill Road***  
***New Fairfield, CT 06812***

**NEW FAIRFIELD BOARD OF EDUCATION**  
**SCHEDULE OF REGULAR MEETINGS**  
**2023**

|   |              |
|---|--------------|
| January 5   | June 1       |
| January 19  | June 15      |
| February 2  | August 17    |
| February 16   | September 7  |
| March 2   | September 21 |
| March 16  | October 5    |
| April 6   | October 19   |
| April 25*   | November 2   |
| <i>(*This meeting occurs on the fourth Tuesday of April.)</i> |              |
| May 4   | December 7   |
| May 18  | December 21  |

The Board of Education is scheduled to meet at 7:00 p.m. on the first and third Thursdays of the month. There are no meetings scheduled for July. Unless otherwise posted, all meetings will be held in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

*New Fairfield Board of Education  
3 Brush Hill Road  
New Fairfield, CT 06812*

**SPECIAL EDUCATION AD HOC SUBCOMMITTEE  
SCHEDULE OF REGULAR MEETINGS  
2023**

February 2

April 6

June 1

September 7

November 2

The Special Education Ad Hoc Subcommittee is scheduled to meet at 6:00 p.m. prior to the first regular Board of Education meeting of the month. There are no meetings scheduled for January, March, May, July, August, October, and December. Unless otherwise posted, all meetings will be held in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

*New Fairfield Board of Education  
3 Brush Hill Road  
New Fairfield, CT 06812*

**BUSINESS OPERATIONS/RESOURCE MANAGEMENT  
SUBCOMMITTEE  
SCHEDULE OF REGULAR MEETINGS  
2023**

January 19

February 16

March 16

April 25\*

*(\*This meeting occurs on the  
fourth Tuesday of April.)*

May 18

June 15

August 17

September 21

October 19

December 21

The Business Operations/Resource Management Subcommittee is scheduled to meet at 6:00 p.m. prior to the second Board of Education meeting of the month. There is no meeting scheduled for July. Unless otherwise posted, all meetings will be held in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

*New Fairfield Board of Education  
3 Brush Hill Road  
New Fairfield, CT 06812*

**CURRICULUM/INSTRUCTION SUBCOMMITTEE  
SCHEDULE OF REGULAR MEETINGS  
2023**

January 23

February 27

March 27

April 24

May 22

August 28

September 26\*

*(\*This meeting occurs on the  
fourth Tuesday of September.)*

October 23

November 27

The Curriculum/Instruction Subcommittee is scheduled to meet at 7:00 p.m. on the fourth Monday of the month. There are no meetings scheduled for June, July and December. Unless otherwise posted, all meetings will be held in the Board of Education Central Office Conference Room, 3 Brush Hill Road, New Fairfield, CT.

*New Fairfield Board of Education  
3 Brush Hill Road  
New Fairfield, CT 06812*

**POLICY SUBCOMMITTEE  
SCHEDULE OF REGULAR MEETINGS  
2023**

January 25

February 22

March 22

April 26

May 24

August 23

September 27

October 25

November 29\*

*(\*This meeting occurs on the  
fifth Wednesday of November.)*

The Policy Subcommittee is scheduled to meet at 7:00 p.m. on the fourth Wednesday of the month. There are no meetings scheduled for June, July and December. Unless otherwise posted, all meetings will be held in the Board of Education Central Office Conference Room, 3 Brush Hill Road, New Fairfield, CT.



**NEW FAIRFIELD BOARD OF EDUCATION**  
***FY 2023-2024 -- Budget Calendar (TENTATIVE DATES as of 11/9/22)***

---

|  |  |
|--|--|
| Thursday, October 6, 2022                              | Distribution of digital budget documents from Central Office   |
| Wednesday, November 9, 2022                            | Building administrators to finalize electronic budget proposal on Team Drive by 9:30 a.m. for review prior to individual meetings                                    |
|  | Wednesday, November 16, 2022 Central office administrators to finalize electronic budget proposal on Team Drive by 9:30 a.m. for review prior to individual meetings |
| Thursday, November 17 to<br>Tuesday, November 29, 2022 | Building/District department meetings with Ken, Carrie, and Julie<br>Note: Meetings will be pre-scheduled by central office  |
| Wednesday, November 30, 2022                           | Administrative Council meets for a status update on budget development beginning at 9:30 a.m.  |
| Thursday, December 15, 2022                            | The Administrative Council meets to refine budget development beginning at 9:30 a.m.   |
|  | Wednesday, January 4, 2023 Administrative Council meets to review total budget beginning at 9:30 a.m.  |
|  | Thursday, January 12, 2023 Superintendent's Recommended FY 24 Budget Distributed to BOE.   |
| Thursday, January 19, 2023                             | Presentation of Superintendent's Budget at 6:30 p.m. with BOE regular meeting at 7:00 p.m. (in person)   |
| Tuesday, January 24, 2023                              | BOE budget workshop (in person) at 7:00 p.m. with focus on Cons/MHHS; NFMS; NFHS; and, Athletics   |
| Wednesday, January 25, 2023                            | BOE budget workshop (in person) at 7:00 p.m. with focus on Instructional Program; District-Wide; Central Office; and, Technology                                     |
| Tuesday, January 31, 2023                              | BOE budget workshop (in person) at 7:00 p.m. with focus on Facilities; SPED; and, PPS  |

Thursday, February 2, 2023 BOE regular meeting at 7:00 p.m. to include finalizing and approving BOE budget for FY 24

Friday, February 17, 2023 Submission of BOE requested budget to Board of Finance

Saturday, March 4, 2023 Public Hearing and BOF review of BOE and BOS requested budgets  
BOE review at approximately 9:00 a.m.

Tentative Dates:

Wednesday, March 15, 22, 2023 Board of Finance budget discussions: 7:30 p.m.

Wednesday, April 5, 2023 Final budget markup by Board of Finance

Thursday, April 20, 2023 Publish Final Budget in *Town Tribune*

Week of April 24, 2023 Annual Town Meeting & adjournment of BOF recommended budget to referendum



**New Fairfield Public Schools  
Budget Assumptions  
Draft November 2022  
FY 2024**

**The Superintendent will develop and present a budget request to the Board of Education that is transparent, fiscally responsible and ensures continuous improvement.**

The following factors will be considered in developing the Superintendent's Recommended FY 2024 Operating Budget:

1. The administration will recommend a budget that is framed by New Fairfield Public Schools:
  - A. Vision of a Graduate - Graduates of the New Fairfield Public Schools are: Knowledgeable Scholars; Talented Communicators; Critical and Creative Thinkers; Engaged Global Citizens, and, Self-determined; and Self-Reliant Individuals.
  - B. High-Quality Instruction (HQI) - Provide all students with high-quality instruction and curricula in an adaptive and flexible learning environment
  - C. Healthy Learning Environment - Ensure a healthy learning environment that fosters physical and emotional safety, respect and a sense of belonging for all students.
2. The district will continue to explore and implement opportunities to be more cost effective, and to avoid and contain costs wherever possible.
  - A. Staffing - Review current staffing models for cost efficiencies, where possible. Identify strategies to mitigate the impact of any ESSER-supported positions coming into the operating budget.
  - B. Operations - Areas for exploration for cost containment include transportation, energy, technology services and continuing to partner with the town agencies for shared services.
  - C. Programs and Services - The schools and departments may develop strategies to accomplish the same results with efficient and effective approaches, employing innovative strategies to optimize outcomes at the lowest cost to the community.

3. Enrollment - Current enrollment and the NESDEC projected enrollment data will be analyzed to determine appropriate staffing levels. The PPS department examines ELC trends and will make a recommendation for appropriate staffing levels.

4. Class size goals (K-5) are employed in determining the appropriate number of elementary sections at each grade level. The table below lists class size goals that have been applied in the past as well as the current average class sizes on October 1, 2022.

| <b>Grade</b>                     | <b>K</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |
|----------------------------------|----------|----------|----------|----------|----------|----------|
| Class Size Goals                 | 18       | 18-20    | 20-22    | 20-22    | 20-22    | 20-24    |
| Oct. 1, 2022 Average Class Sizes | 15.9     | 20.3     | 20.1     | 22.7     | 22.5     | 24.1     |

5. The FY 23 operating budget was supported with significant funding from the ARP ESSER grants. In order to maintain essential positions supported by ARP ESSER, the FY 24 budget may need to assume up to \$865,318 in staffing positions.

6. Costs associated with employee contracts will be included in the FY 24 operating budget.

7. COLA - The cost of consumable goods and services will be based on existing contracts and estimated to reflect inflation costs where we do not have contractual increases in place.

8. Meet all Federal and State mandates that pertain to Connecticut School Districts, including IDEA and Section 504. Continue to fulfill obligations to provide Pupil Services and Special Education programs and services.

9. Maintain a high-quality professional learning program in order to successfully implement the district's instructional agenda.

10. The budget will provide resources to support the multi-year technology replacement plan.

11. The FY24 budget will include an allocation for an additional day of work for certified high school teachers to move into the new high school.

**PROJECT MANUAL  
TECHNOLOGY EQUIPMENT**

**NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT**

**STATE PROJECT NUMBERS: 091-0044N  
Phase 3 of 3**

**JCJ PROJECT #H19078.00**

**October 21, 2022**

82022 **JCJ**ARCHITECTURE

**Newcomb & Boyd**  
CONSULTANTS AND ENGINEERS

**TABLE OF CONTENTS**

**TAB - 1**  
**PROJECT DIRECTORY**

Project Directory ..... 1 page

**TAB - 2**  
**PROCUREMENT REQUIREMENTS**

AIA Document A 751™ - 2019, "Invitation and Instructions to Vendors for Quotation for Furniture, Furnishings and Equipment (FF&E)" ..... 9 pages

Supplementary Instructions for Invitation and Instructions to Vendors for Quotations for Furniture, Furnishings and Equipment (FF&E) ..... 4 pages

Sample Purchase Order ..... 1 page

Invitation to Bid..... 3 pages

Instructions to Bidders for Quotation of Technology Equipment ..... 5 pages

Statement of Bidder’s Qualifications ..... 2 pages

**TAB - 3**  
**CONTRACT FORMS**

AIA Document A 151™-2019, "Standard Form of Agreement Between Owner and Vendor for Furniture, Furnishings and Equipment " ..... 19 pages

**TAB - 4**  
**CONDITIONS OF THE CONTRACT**

AIA Document A 251™-2007, “General Conditions of the Contract for Furniture, Furnishings and Equipment” ..... 16 pages

Supplementary Conditions ..... 4 pages

Wage Rates – Form SCG-6000 ..... 1 page

**TAB - 5**  
**DIVISION 1 - GENERAL REQUIREMENTS**

|         |        |   |         |
|---------|--------|---|---------|
| Section | 010100 | Project Conditions and Procedures ..... | 5 pages |
|         | 017000 | Contract Closeout .....                 | 4 pages |

**DIVISIONS 2 - 26 (Not Used)**

**TAB - 6**  
**DIVISION 27 – TECHNOLOGY EQUIPMENT SPECIFICATION - STATE CONTRACT**

|         |        |   |          |
|---------|--------|---|----------|
| Section | 270000 | Technology Equipment General.....       | 29 pages |
|         | 270090 | Technology Equipment Commissioning..... | 10 pages |

**TAB - 7**  
**ITEM DATA SHEETS**

|    |   |          |
|----|---|----------|
| 1. | BID PACKAGE #1 – AUDIO VISUAL .....   | 14 pages |
|    | <ul style="list-style-type: none"> <li>• DP1 thru DP4 – Interactive LED’s</li> <li>• DP5 thru DP7 – LED Displays</li> <li>• WC1 – WebCam</li> <li>• WM1 thru WM3 – Wall and Ceiling Mounts for Displays</li> <li>• PC1 – PC for Digital Signage</li> <li>• AV1 – Video Conferencing System</li> <li>• AV2 – Collaboration Kit</li> <li>• AV3 – Google Chromecast</li> <li>• AV4 – HDMI Splitter</li> <li>• CBL1 thru CBL4 – A/V Cables</li> </ul> |          |
| 2. | BID PACKAGE #2 – COMPUTER HARDWARE.....   | 7 pages  |
|    | <ul style="list-style-type: none"> <li>• MON1 thru MON2 – Computer Monitors</li> <li>• ACC1 – Keyboard/Mouse</li> <li>• ACC2 – Headphones</li> <li>• PC2 – Mac-Mini PC</li> <li>• PC3 thru PC4 – Windows PC</li> <li>•</li> </ul>   |          |
| 3. | BID PACKAGE #3 – NETWORK EQUIPMENT .....  | 5 pages  |
|    | <ul style="list-style-type: none"> <li>• NW1 thru NW2– 48-Port Network Switch &amp; Optical Transceivers</li> <li>• WAP1 thru WAP3 – Wireless Access Points</li> </ul>  |          |

**TAB - 8**  
**PROCUREMENT LIST WITH STATE CONTRACTS**

State Contracting Portal (Verification of DAS Contract Availability) ..... 1 page

Technology Equipment Bid Forms ..... 8 pages

- Audio-Visual
- Computer Hardware
- Network Equipment

Professional Services Bid Forms ..... 6 pages

- Mac PC Setup and Configuration
- Network Reconfiguration

**TAB - 9**  
**ROOM INVENTORY**

Room Inventory Summary ..... 3 Pages

Room Inventory Detail ..... 8 pages

**LIST OF DRAWINGS**

Technology Equipment List of Drawings

| <u>Sheet Number</u> | <u>Sheet Name</u>                                     |
|---------------------|---|
| T-170               | TECHNOLOGY EQUIPMENT COVER SHEET                      |
| T-171a              | TECHNOLOGY EQUIPMENT PLAN – FIRST FLOOR LEVEL AREA A  |
| T-171b              | TECHNOLOGY EQUIPMENT PLAN – FIRST FLOOR LEVEL AREA B  |
| T-171c              | TECHNOLOGY EQUIPMENT PLAN – FIRST FLOOR LEVEL AREA C  |
| T-171d              | TECHNOLOGY EQUIPMENT PLAN – FIRST FLOOR LEVEL AREA D  |
| T-172a              | TECHNOLOGY EQUIPMENT PLAN – SECOND FLOOR LEVEL AREA A |
| T-172b              | TECHNOLOGY EQUIPMENT PLAN – SECOND FLOOR LEVEL AREA B |
| T-172c              | TECHNOLOGY EQUIPMENT PLAN – SECOND FLOOR LEVEL AREA C |
| T-172d              | TECHNOLOGY EQUIPMENT PLAN – SECOND FLOOR LEVEL AREA D |
| T-173a              | TECHNOLOGY EQUIPMENT PLAN – THIRD FLOOR LEVEL AREA C  |
| T-173b              | TECHNOLOGY EQUIPMENT PLAN – THIRD FLOOR LEVEL AREA D  |

END OF  
 TABLE OF CONTENTS

# **PROJECT DIRECTORY**



## FORM SCG-3000

### PROJECT TEAM CONTACT LIST

Facility: New Fairfield High School

Date: October 21, 2022 LEA: New Fairfield Public Schools

State Project No.: 091-0044N

| Name | Title/Firm | Phone | E-mail |
|------|------------|-------|--------|
|------|------------|-------|--------|

| Owner            |                         |              |                                      |
|------------------|-------------------------|--------------|--------------------------------------|
| Dr. Kenneth Craw | NF Superintendent       | 203.312.5770 | craw.kenneth@newfairfieldschools.org |
| James J. D'Amico | Principal High School   | 203-312-5800 | damico.james@newfairfieldschools.org |
| Carrie DePuy     | Dir. of Bus. Operations | 203.312.5770 | depuycarrie@newfairfieldschools.org  |
| Phil Ross        | Dir. Building & Grounds | 203.312.5770 | ross.phil@newfairfieldschools.org    |

| Owner's Representative/Project Manager (Consultants) |                |              |                                 |
|--|----------------|--------------|---------------------------------|
| Charles Warrington, Jr.                              | Director of PM | 860.395.0055 | charles.warrington@colliers.com |
| Scott Pellman  | Senior PM      | 860.395.0055 | scott.pellman@colliers.com      |

| Design Team           |                      |                          |              |                             |
|-----------------------|----------------------|--------------------------|--------------|-----------------------------|
| Peter Bachmann        | Architect - PIC      | JCJ Architecture         | 860.247.9226 | PBachmann@jcj.com           |
| Christine O'Hare      | Architect - PM       | JCJ Architecture         | 860.247.9226 | cohare@jcj.com              |
| James E. LaPosta, Jr. | Architect - PIC      | JCJ Architecture         | 860.247.9226 | jlaposta@jcj.com            |
| Jeffrey K Elliott     | Architect - PA       | JCJ Architecture         | 860.247.9226 | jelliott@jcj.com            |
| Chris Cardany         | Principal            | Langan                   | 203.562.5771 | ccardany@langan.com         |
| Paul Sheehan          | Struct. Engineer     | Michael Horton           | 203.481.8600 | psheehan@mha.com            |
| Michael Bouchard      | MEP Engineer         | CES                      | 860.632.1682 | mbouchard@ceseng.com        |
| Rick McCracken        | Technology           | CES                      | 860.632.1682 | rmccracken@ceseng.com       |
| Emily E. Czarnecki    | Int. Designer        | JCJ Architecture         | 860.247.9226 | Eczarnecki@jcj.com          |
| John Sousa            | Food Service         | Crabtree McGrath         | 978.352.8500 | jsousa@crabtree-mcgrath.com |
| Rick J. Bialecki      | Commissioning        | Innovative Eng. Services | 203.467.4370 | rbialecki@iesllc.biz        |
| Robert S. Laraia      | Technology Equipment | Newcomb-Boyd             | 843.574.8741 | rlaraia@newcomb-boyd.com    |

| Construction Manager – O&G Industries |                         |              |                            |
|---------------------------------------|-------------------------|--------------|----------------------------|
| Jason Travelstead                     | Vice President          | 860.496.4292 | jasontravelstead@ogind.com |
| Lorel Purcell                         | Preconstruction Manager | 860.496.4292 | lorelpurcell@ogind.com     |

| Town Code Officials | Jurisdiction:       |              |                            |
|---------------------|---------------------|--------------|----------------------------|
| Eric J. Kist        | Building Inspector  | 203.312.5646 | ekist@newfairfield.org     |
| Derrek Guertin      | Fire Marshal        | 203.312.5731 | nfmarshal@newfairfield.org |
| Timothy Simpkins    | Health Inspector    | 203.312.5640 | jmcgowan@newfairfield.org  |
| Eric J. Kist        | ADA 504 Coordinator | 203.312.5646 | ekist@newfairfield.org     |
|                     |                     |              |                            |

| Others        |                            |              |                      |
|---------------|----------------------------|--------------|----------------------|
| Vicky Carrier | CT DPH - Sanitary Engineer | 860.422.0988 | Vicky.carrier@ct.gov |

# **PROCUREMENT REQUIREMENTS**

 **AIA<sup>®</sup> Document A751<sup>™</sup> – 2019*****Invitation and Instructions to Vendors for Quotations for Furniture, Furnishings, and Equipment (FF&E)*****INVITATION FOR QUOTATION**

The Owner requests a Quotation for the following Project:  
*(Include a detailed description and location of the Project.)*

The Owner:  
*(Name, legal status, and address)*

The Architect:  
*(Name, legal status, and address)*

**Issuing Party and Contact Information**

For questions or more information regarding this Invitation and Instructions to Vendors for Quotations, please contact:

*(Indicate name of Issuing Party, name of contact for inquiries, and contact information.)*

Quotations are due on or before:

*(Indicate the time, day, month, and year)*

Quotations shall be submitted as indicated below:

*(Indicate how, such as by website, host site/platform, address for paper copy, or other method Prospective Vendors shall submit their Quotation.)*

Please refer to the attached Instructions to Vendors for Quotations for information about (1) how to receive Quotation Documents, (2) procedures for submitting a Quotation, (3) consideration of Quotations, and (4) Proposed Contract Documents for the Project.

**ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

## INSTRUCTIONS TO VENDORS FOR QUOTATION

### TABLE OF ARTICLES

|   |  |
|---|--|
| 1 | DEFINITIONS                                    |
| 2 | PROSPECTIVE VENDOR'S REPRESENTATIONS           |
| 3 | QUOTATION DOCUMENTS                            |
| 4 | QUOTATION PROCEDURES                           |
| 5 | CONSIDERATION OF QUOTATIONS                    |
| 6 | POST-QUOTATION INFORMATION                     |
| 7 | ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS |

### ARTICLE 1 DEFINITIONS

§ 1.1 Quotation Documents include the Quotation Requirements and the Proposed Contract Documents. The Quotation Requirements consist of this Invitation and Instructions to Vendors for Quotations, any quotation forms and supplementary instructions identified therein, and Addenda. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Vendor and that Agreement's Exhibits, Drawings, Specifications, all Addenda, and all other documents enumerated in Article 7 of these Instructions.

§ 1.2 Definitions set forth in A151-2019, Standard Form of Agreement between Owner and Vendor for Furniture, Furnishings, and Equipment (FF&E), or in other Proposed Contract Documents, apply to the Quotation Documents.

§ 1.3 The term "furniture, furnishings, and equipment" is expressed as FF&E throughout this Invitation and Instructions to Vendors for Quotation.

§ 1.4 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Quotation Documents.

§ 1.5 A Quotation is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Quotation Documents. The Work means the all of the Vendor's performance obligations as set forth in the Proposed Contract Documents.

§ 1.6 The Base Quotation is the sum stated in the Quotation for which the Prospective Vendor offers to perform the Work described in the Quotation Documents, to which Work may be added or deleted by sums stated in Alternate Quotations.

§ 1.7 An Alternate Quotation (or Alternate) is an amount stated in the Quotation to be added to or deducted from, or that does not change, the Base Quotation if the corresponding change in the Work, as described in the Quotation Documents, is accepted.

§ 1.8 A Unit Price is an amount stated in the Quotation as a price per unit for FF&E, or a portion of the Work, as described in the Quotation Documents.

§ 1.9 The Prospective Vendor is the party who is invited to submit a quotation pursuant to this Invitation and Instructions to Vendors for Quotations.

### ARTICLE 2 PROSPECTIVE VENDOR'S REPRESENTATIONS

§ 2.1 By submitting a Quotation, the Prospective Vendor represents that:

- .1 the Prospective Vendor has read and understands the Quotation Documents;
- .2 the Prospective Vendor understands how the Quotation Documents relate to other portions of the Project, if any, being quoted concurrently, or presently under contract;

- .3 the Quotation complies with the Quotation Documents;
- .4 the Prospective Vendor has visited the Project premises, if required in the Quotation Requirements, and correlated the Prospective Vendor's observations with requirements of the Quotation Documents;
- .5 the Quotation is based upon the FF&E required by the Quotation Documents without exception; and
- .6 the Prospective Vendor has read and understands the provisions for liquidated damages, if any, set forth in the Proposed Contract Documents.

**ARTICLE 3 QUOTATION DOCUMENTS**

**§ 3.1 Distribution**

§ 3.1.1 Prospective Vendors shall obtain complete Quotation Documents, as indicated below, from the Issuing Party designated in this Invitation and Instructions to Vendors for Quotation.

*(Indicate how, such as by email, website, host site/platform, paper copy, or other method Prospective Vendors shall obtain Quotation Documents.)*

§ 3.1.2 Quotation Documents will not be issued directly to sub-vendors or suppliers unless specifically offered in this Invitation and Instructions to Vendors for Quotations, or in supplementary instructions to Prospective Vendors.

§ 3.1.3 Prospective Vendors shall use complete Quotation Documents in preparing Quotations. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Quotation Documents.

§ 3.1.4 The Quotation Documents will be available for the sole purpose of obtaining Quotations on the Work. No license or grant of use is conferred by distribution of the Quotation Documents.

**§ 3.2 Modification or Interpretation of Quotation Documents**

§ 3.2.1 The Prospective Vendor shall carefully study the Quotation Documents, shall examine the Project premises if required by the Quotation Requirements, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered, and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Quotation Documents shall be submitted by the Prospective Vendor in writing and shall be received by the Architect at least seven days prior to the date for receipt of Quotations. *(Indicate how, such as by email, website, host site/platform, paper copy, or other method Prospective Vendors shall submit requests for clarification and interpretation.)*

§ 3.2.3 Modifications and interpretations of the Quotation Documents shall be made by Addendum. Modifications and interpretations of the Quotation Documents made in any other manner shall not be binding, and Prospective Vendors shall not rely upon them.

**§ 3.3 Substitutions**

§ 3.3.1 Substitutions to FF&E identified in the Quotation Documents shall be as follows:

*(Check the appropriate box.)*

The Prospective Vendor may propose substitutions subject to the process, limitations, and requirements in Section 3.3.2

The Prospective Vendor may not propose substitutions

If the Owner does not make a selection regarding substitutions, the Prospective Vendor may propose substitutions, subject to the process, limitations, and requirements in Section 3.3.2.

**§ 3.3.2 Substitution Process**

§ 3.3.2.1 The FF&E described in the Quotation Documents establish a standard of required function, dimension, appearance, performance, and quality to be met by any proposed substitution.

§ 3.3.2.2 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Quotations. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in section 3.2.2.

§ 3.3.2.3 Prospective Vendors shall submit substitution requests on a substitution request form if one is provided in the Quotation Documents.

§ 3.3.2.4 If a substitution request form is not provided, requests shall include (1) the name of the FF&E specified in the Quotation Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the FF&E proposed as the substitute and relevant product information; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth (1) changes in other materials or equipment, or any other portions of the Work; (2) changes in the work to be performed by others on the Project; and (3) the impact, if any, on a Sustainability Certification, that will result from incorporation of the proposed substitution.

§ 3.3.2.5 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.2.6 If the Architect approves a proposed substitution prior to receipt of Quotations, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Prospective Vendors shall not rely upon them.

§ 3.3.2.7 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

#### § 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Prospective Vendors known by the Issuing Party to have received complete Quotation Documents.

*(Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)*

§ 3.4.2 Addenda will be available where Quotation Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Quotations, except an Addendum withdrawing the request for Quotations or one which includes postponement of the date for receipt of Quotations.

§ 3.4.4 Prior to submitting a Quotation, each Prospective Vendor shall ascertain that the Prospective Vendor has received all Addenda issued, and the Prospective Vendor shall acknowledge their receipt in the Quotation.

### ARTICLE 4 QUOTATION PROCEDURES

#### § 4.1 Preparation of Quotations

§ 4.1.1 Quotations shall be submitted on the forms included with or identified in the Quotation Documents.

§ 4.1.2 All blanks on the Quotation form shall be legibly executed. Paper Quotation forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the Quotation form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper Quotation forms must be initialed by the signer of the Quotation.

§ 4.1.5 All requested Alternates shall be included in the Quotation. If no change in the Base Quotation is required, enter "No Change" or as otherwise required by the Quotation form.

§ 4.1.6 The Prospective Vendor shall make no stipulations on the Quotation form, nor qualify the Quotation in any manner, except, where two or more Quotations for separately designated portions of the Work have been requested, the Prospective Vendor may state the Prospective Vendor's refusal to accept award of less than the combination of Quotations stipulated by the Prospective Vendor.

§ 4.1.7 Each copy of the Quotation shall state the legal name and legal status of the Prospective Vendor. As part of the documentation submitted with the Quotation, the Prospective Vendor shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Quotation shall be signed by the person or persons legally authorized to bind the Prospective Vendor to a contract. A Quotation by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Quotation submitted by an agent shall have a current power of attorney attached, certifying the agent's authority to bind the Prospective Vendor.

§ 4.1.8 A Prospective Vendor shall incur all costs associated with the preparation of its Quotation.

#### § 4.2 Submission of Quotations

§ 4.2.1 A Prospective Vendor shall submit its Quotation as indicated in the Invitation for Quotation.

§ 4.2.2 Paper copies of the Quotation and any other documents required to be submitted with the Quotation shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Quotations and shall be identified with the Project name, the Prospective Vendor's name and address, and, if applicable, the designated portion of the Work for which the Quotation is submitted. If the Quotation is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED QUOTATION ENCLOSED" on the face thereof.

§ 4.2.3 Quotations shall be submitted by the date and time and at the place indicated in the Invitation for Quotation. Quotations submitted after the date and time for receipt of Quotations, or at an incorrect place, will not be accepted.

§ 4.2.4 The Prospective Vendor shall assume full responsibility for timely delivery or submission of Quotations.

§ 4.2.5 A Quotation submitted by any method other than as provided in this section 4.2 will not be accepted.

#### § 4.3 Modification or Withdrawal of Quotation

§ 4.3.1 Prior to the date and time designated for receipt of Quotations, a Prospective Vendor may withdraw and replace a Quotation, or withdraw its Quotation entirely, by notice to the party designated to receive the Quotations. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Quotations. The receiving party shall verify that replaced or withdrawn Quotations are removed from the other submitted Quotations and not considered. Notice of submission of a replacement Quotation or withdrawal of a Quotation shall be worded so as not to reveal the amount of the original Quotation.

§ 4.3.2 Withdrawn Quotations may be resubmitted up to the date and time designated for the receipt of Quotations in the same format as that established in Section 4.2, provided they fully conform with this Invitation and Instructions to Vendors for Quotations.

§ 4.3.3 After the date and time designated for receipt of Quotations, a Prospective Vendor who discovers that it made a clerical error in its Quotation shall notify the Architect of such error within two business days of the date and time designated for receipt of Quotations, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Quotation. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Quotation shall be withdrawn and not resubmitted.

### ARTICLE 5 CONSIDERATION OF QUOTATIONS

#### § 5.1 Opening of Quotations

If stipulated in this Invitation and Instructions to Vendors for Quotations, or when otherwise required by law, Quotations properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Quotations may be made available to Prospective Vendors.

#### § 5.2 Rejection of Quotations

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Quotations.

**§ 5.3 Acceptance of Quotation (Award)**

**§ 5.3.1** It is the intent of the Owner to award a Contract to the lowest responsive and responsible Prospective Vendor, provided the Quotation has been submitted in accordance with the requirements of the Quotation Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Quotation received and to accept the Quotation which, in the Owner's judgment, is in the Owner's best interests.

**§ 5.3.2** Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Quotation Documents, and to determine the lowest responsive and responsible Prospective Vendor on the basis of the sum of the Base Quotation and Alternates accepted.

**ARTICLE 6 POST-QUOTATION INFORMATION**

**§ 6.1 Submittals**

**§ 6.1.1** After notification of selection for the award of the Contract, the Prospective Vendor shall, as soon as practicable or as stipulated in the Quotation Documents, submit in writing to the Owner through the Architect:

- .1 a designation of the Work to be performed with the Prospective Vendor's own forces;
- .2 names of persons or entities proposed for the principal portions of the Work.

**§ 6.1.2** The Prospective Vendor will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Quotation Documents.

**§ 6.1.3** Prior to the execution of the Contract, the Architect will notify the Prospective Vendor if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Prospective Vendor. If the Owner or Architect has reasonable objection to a proposed person or entity, the Prospective Vendor may, at the Prospective Vendor's option, withdraw the Quotation or submit an acceptable substitute person or entity. The Prospective Vendor may also submit any required adjustment in the Base Quotation or Alternate Quotation to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted Quotation price or disqualify the Prospective Vendor.

**§ 6.1.4** Persons and entities proposed by the Prospective Vendor and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

**ARTICLE 7 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS**

**§ 7.1** Copies of the Proposed Contract Documents have been made available to the Prospective Vendor and consist of the following documents:

- .1 AIA Document A151™-2019, Standard Form of Agreement Between Owner and Vendor for Furniture, Furnishings, and Equipment (FF&E), unless otherwise stated below.  
*(If an agreement other than A151-2019 is to be used, insert the complete AIA Document number, including year, and Document title.)*

- .2 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:  
*(Insert the date of the E203-2013.)*

- .3 Drawings

| Number | Title | Date |
|--------|-------|------|
|--------|-------|------|

- .4 Specifications

| Section | Title   | Date        | Pages        |
|---------|---|-------------|--------------|
| .5      | Addenda:  |             |              |
|         | <b>Number</b>   | <b>Date</b> | <b>Pages</b> |
| .6      | Other documents listed below:<br><i>(List here any additional documents, such as a Sustainability Plan, that are intended to form part of the Proposed Contract Documents.)</i> |             |              |

## ***Additions and Deletions Report for AIA® Document A751™ – 2019***

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 11:41:03 ET on 03/03/2020.

*There are no differences.*

# **Certification of Document's Authenticity**

**AIA® Document D401™ – 2003**

I, \_\_\_\_\_, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 11:41:03 ET on 03/03/2020 under Order No. 3701447273 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A751™ – 2019, Invitation and Instructions to Vendors for Quotations for Furniture, Furnishings, and Equipment (FF&E) , as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

\_\_\_\_\_  
*(Signed)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Dated)*

**SUPPLEMENTARY INSTRUCTIONS FOR INVITATION AND INSTRUCTIONS TO  
VENDORS FOR QUOTATIONS FOR TECHNOLOGY EQUIPMENT**

**GENERAL**

- A. These Supplementary Instructions contain modifications to AIA Document A751 - 2019 “*Invitation and Instructions to Vendors for Quotations for Furniture, Furnishings and Equipment (FF&E)*.”
- B. Where a portion of the Instructions for Quotation is modified or deleted by these Supplementary Instructions for Quotation, the unaltered portions of the Instructions for Quotation shall remain in effect.
- C. Technology Equipment will be purchased through State Contracts and through Public Bids. The products have been divided into categories to simplify procurement. Categories are as follow:

**STATE CONTRACT**

- 1. Bid Package #2 – Computer Hardware
  - Category TE2.1 – Design Lab PC, Monitor & Accessories
  - Category TE2.2 – Language Lab PC, Monitor & Accessories
  - Category TE2.3 – Mac-Mini, Monitor, Accessories, Software, Support

**PUBLIC BID**

- 1. Bid Package #1 – Audio Visual
  - Category TE1.1 – Interactive LED & Accessories for Small Instructional Spaces
  - Category TE1.2 – Interactive LED & Accessories for Standard Instructional Spaces
  - Category TE1.3 – Interactive LED & Accessories for Large Instructional Spaces
  - Category TE1.4 – Digital Signage (Small) – Wall Mounted
  - Category TE1.5 – Digital Signage (Small) – Ceiling Mounted
  - Category TE1.6 – Digital Signage (Large) – Wall Mounted
  - Category TE1.7 – Collaboration Table A/V
  - Category TE1.8 – Wellness Room A/V
  - Category TE1.9 – Private Office A/V
  - Category TE1.10 – Conference Room A/V
- 2. Bid Package #3
  - Category TE3.1 – Network Switch & Optical Transceivers
  - Category TE3.2 – Wireless Access Point – Indoor
  - Category TE3.3 – Wireless Access Point – Indoor Large Venue
  - Category TE3.4 – Wireless Access Point – Outdoor
- 3. Bid Package #4
  - Category TE4.1 - Apple Mac Installation and Configuration Professional Services

4. Bid Package #5
  - Category TE5.1 – Network Reconfiguration Professional Services

### **ARTICLE 1 - DEFINITIONS**

Add the following to Section 1.8:

“Unit prices include all costs, overhead and profit for all parties involved, including the Vendor and subcontractors.”

### **ARTICLE 2 - PROSPECTIVE VENDORS’S REPRESENTATIONS**

Add the following new Section to Article 2:

“§2.2 Failure to receive or examine any form, instrument, or document, or to visit the sites to become acquainted with field conditions, shall in no way relieve Vendor from any obligation with respect to their Quotation.”

### **ARTICLE 3 - QUOTATION DOCUMENTS**

Add the following Subsection to Section §3.1.3:

“§3.1.3.1 In case such ambiguity, inconsistency, or error exists and is not noted or resolved at the time Quotations are due, the Quotation Sum shall include, as applicable, the better quality, the greater quantity, or the more costly procedure for the work involved.”

Delete Section 3.3. Substitutions.

### **ARTICLE 4 - QUOTATION PROCEDURES**

Delete Section §4.1.1 and substitute the following new Section, Subsections and clauses:

“§4.1.1 Quotation shall be submitted on forms identical to the forms included in the Bidding Documents. Each Vendor shall complete Attachment “A” - Category Summary Sheet(s) with a Continuation Sheet, if necessary. Category Summary Sheet(s) shall be fully completed for all items, listing the Unit Price and the Total Price for all Items in each Category.

Vendor shall provide a formal quote along with category summary Sheet.

Delete Section §4.2.2 and insert the following:

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT NUMBER: 091-0044N**

““§4.2.2 Vendor shall submit to the Architect quotation forms in PDF electronic file format by the date and time listed in the request for quotation. Clearly identify quotation with the words **“QUOTATION ENCLOSED – TECHNOLOGY EQUIPMENT AT NEW FAIRFIELD HIGH SCHOOL.”**”

**ARTICLE 5 - CONSIDERATION OF QUOTATIONS**

Add the following new Sections and Subsections to Article 5:

“§5.1.1 If a Vendor cannot meet some of the terms and conditions of the Contract Documents, especially as related to insurance amounts, or delivery conditions, they may still submit a Quotation to the Owner for consideration. The Proposed Vendor shall note on their Quotation the areas not in compliance with the terms and conditions of the Contract Documents. The Proposed Vendor shall be advised that Quotations received by the Owner which meet all the terms and conditions will be given first consideration.”

“§5.1.2 In determining the qualifications of a Proposed Vendor, the Owner will consider his record in the performance of contracts for furnishings' work into which he may have previously entered. The Owner expressly reserves the right to reject the Quotation of such Proposed Vendor for any reason, including but not limited to, that such record discloses that such Proposed Vendor, in the opinion of the Owner, has not properly performed such contracts or has habitually and without just cause, neglected the payment of bills or has otherwise disregarded their obligations to subcontractors, suppliers or employees.”

**ARTICLE 6 - POST-QUOTATION INFORMATION**

Add the following new Subsections to Section §6.1:

“§6.1.5 Upon request by the Architect, Proposed Vendor shall give evidence of their responsibility by furnishing information concerning their ability to meet the following requirements:

- §6.1.5.1 Adequate physical facilities and personnel for performing a project of this type and size.
- §6.1.5.2 Qualified engineering department to provide layout and shop drawings, if required, for approval prior to fabrication of equipment.
- §6.1.5.3 The Owner may make such investigation as he deems necessary to determine the ability of the Vendor to perform the Work, and the Vendor shall furnish the Owner such information and data for this purpose as the Owner may request.
- §5.1.1.4 The Owner reserves the right to reject any Bid if the evidence submitted by, or investigated of, such Vendor fails to satisfy the Owner that such Vendor is properly qualified.

Add the following new Article to the Invitation and Instructions for Quotation for Furniture, Furnishings and

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT NUMBER: 091-0044N**

Equipment:

**“ARTICLE 8 - MISCELLANEOUS INSTRUCTIONS**

**§8.1** The Vendor shall be prepared to make delivery of the furniture, furnishings and equipment items they are providing under its contract in accordance with the FF&E Installation Plan based on the six phase installation schedule. Refer to attached Phasing Diagram. Delivery shall not be made until directed by the Architect. The Vendor shall be responsible for all costs for storage through August 31, 2023. If the delivery/installation completion date is delayed, the Owner will allow the Vendor one week to complete the delivery and installation of the furniture, furnishings and equipment items from the date of availability of access to the building as directed by the Architect.

**§8.2** Deliveries and installations will be permitted on holidays and weekend days, only upon prior approval by the Owner. The building will be accessible from 7:00 a.m. until 4:00 p.m. weekdays, within the dates stated in subparagraph 7.1.”

END OF  
SUPPLEMENTARY INSTRUCTIONS



**NEW FAIRFIELD HIGH SCHOOL  
STATE PROJECT NO. 091-0044N  
NEW FAIRFIELD, CONNECTICUT**

1. All bid proposals for the technology packages listed below shall be sent electronically and must be received prior to the close of the bid period at 2:00 p.m. local time on the date listed below, and then immediately following, all bids will be opened publicly via video conference at 3:00 p.m. and read aloud. The video link will be made available to all bidders. Emailed bids received after the specified closing time will not be accepted. Bids are due on the dates listed in the hart below.

One (1) signed copy of the bid using the Bid Form shall be submitted in PDF format electronically via email.

It is mandatory that all bids be emailed to the following email addresses **at the time of original bid submission in order to be a valid bid:**

- Town of New Fairfield Bid – schoolbids@newfairfieldschools.org

All bidders must include the following information in the subject line of their email:

State Project Number: **091-0044N**

Town of New Fairfield: Bid #**HSTECH1**

District: **New Fairfield**

Project Name: **New Fairfield High School**

Bid Package Number and Description:

- **BP#1 – Audio Visual Equipment and Installation Services**
- **BP#2 – Computer Hardware**
- **BP#3 – Network Equipment**
- **BP#4 – Professional Services – Mac PC Setup and Configuration**
- **BP#5 – Professional Services – Network Reconfiguration**

Contractor Qualifications:

- All BP#1 bidders shall be certified as a reseller and installer of Smart Technologies interactive LED's.
- All BP#4 bidders shall be certified by Apple.
- All BP#5 bidders shall be certified by Extreme Networks.
- All bidders shall have a minimum of 5 years successful installation experience with systems similar to those specified for this project.

For questions regarding Addenda, or to confirm the bid date, contact: Patty Mota at the Town of New Fairfield (203) 312-5653 or email pmota@newfailfield.org

Technical questions, specific questions regarding bidding procedures, project scope may be directed to Bo Laraia at Newcomb & Boyd (rlaraia@newcomb-boyd.com) and Patty Mota at the Town of New Fairfield (pmota@newfailfield.org).

| <b>CTDAS Pre-<br/>Qualification<br/>Necessary</b> | <b><u>Bid Package</u></b>                                     | <b><u>Bid Due<br/>Date</u></b> |
|---|---|--------------------------------|
| No  | BP#1 - Audio Visual Equipment and Installation Services       | January 4, 2023                |
| No  | BP#2 – Computer Hardware                                      | January 4, 2023                |
| No  | BP#3 – Network Equipment                                      | January 4, 2023                |
| No  | BP#4 - Professional Services – Mac PC Setup and Configuration | January 4, 2023                |
| No  | BP#5 - Professional Services – Network Reconfiguration        | January 4, 2023                |

**\* Note: Any bid in excess of \$500,000 IS REQUIRED to be accompanied by the Bidder’s CTDAS Update (Bid) Statement, as noted hereafter.**

In accordance with C.G.S. 4a-100, 4b-91, and 4b-101, any contractor or subcontractor submitting a bid greater than \$500,000 is required to submit their DAS Update (Bid) Statement with their bid. Failure to submit this item with the bid will result in disqualification of the bidder. All subcontractors must be pre-qualified at the time of performance of their work. If you have any questions regarding these requirements contact CTDAS, at telephone number (860) 713-5280 or visit their web site at [www.das.state.ct.us](http://www.das.state.ct.us).

2. A Non-Mandatory Prebid meeting will be held virtually for all contractors at 11:00 a.m. on December 7, 2022. Link to pre-bid meeting: <https://bit.ly/3D8cRJh>
3. Plans and specifications are available and may be viewed and downloaded free of charge from Newcomb & Boyd at the following address:  
  
<https://newcomb-boyd.sharefile.com/f/fobbf543-5a74-4f0d-9d7f-538150dba4f1>
4. Bidders will be held accountable for the requirements of all documents made available including subsequently issued Addenda and Memoranda, if any. Although efforts will be made to make bidders aware of all Addenda and Memoranda, bidders are advised to contact Patty Mota at the above number to verify they have all Addenda and Memoranda.
5. No oral, telephone, telegraphic or hard copy proposals will be considered. All bids shall stand available for acceptance for a period of forty-five (45) days from the date proposals are received.
8. No bid shall be accepted from any person/company who is in arrears to the Owner upon debt, or contract, or who is a defaulter as surety or otherwise upon obligations to the Owner.
9. The Owner or its Designee reserves the right to reject any or all bids, without stating reasons therefor, including without limitation the right to reject any or all nonconforming, non-responsive, unbalanced, or conditional bids and to reject the bid of any bidder if the Owner or its Designee believes that it would not be in the best interest of the Owner or the project to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Owner or its Designee. The Owner or its Designee reserves the right to waive informalities and to negotiate contract terms with one or more bidders without reopening the bidding process insofar as such negotiations are not violative of applicable competitive bidding statutes or law.

In evaluating bids, the Owner or its Designee will consider the qualifications of bidder, whether or not the bids comply with the prescribed requirements, and such alternates, unit prices, and other data, as may be requested in the Form of Proposal or prior to Notice of Award.

The Owner or its Designee may consider the qualification and experience of subcontractors and other persons and organizations proposed for those portions of the work as to which the identity of subcontractors and other persons and organizations must be submitted as provided by the bid documents.

The Owner or its Designee reserves the right to require, prior to Notice of Award, a statement of facts in detail of the business and technical organization and plant of the bidder available for the contemplated work, including financial resources, present commitments, and experience of the bidder in performance of comparable work.

10. Payment and Performance Bonds will be required for all bid packages.
11. Bidders should note Town of New Fairfield's insurance requirements.
12. Out-of-state bidders without a permanent office in the State of Connecticut are required by the Connecticut Department of Revenue Services to obtain an Out-of-State Contractors "Guarantee Bond" if awarded the contract.

## **INSTRUCTIONS TO BIDDERS FOR QUOTATIONS FOR TECHNOLOGY EQUIPMENT**

**1. Purpose:** This is a Request for Proposal (RFP) for the delivery, installation, configuration and testing of Technology Equipment to meet the requirements of the New Fairfield Public Schools (NFPS), New Fairfield High School (the “Owner”). Proposals will be received until January 3, 2023 at 2:00 p.m. The Owner reserves the right at any time to change or extend the due date and time for any reason.

The completion date for the building is July 2023. Pursuant to this RFP, the Owner is seeking Proposals from firms with the demonstrated ability to provide Audio Visual systems, Computer Hardware, and Network Equipment for educational facilities. Awarded Bidders will enter into a contract with the New Fairfield Public Schools.

### **2. Proposal Submittals**

- a. To be given consideration, your Proposal must be received by January 3, 2023 at 2:00 p.m. and should include the following, completed in full:
  1. Complete Pricing Detail and Unit Pricing including MSRP and Discount, in addition to applicable price protection to extend thru the noted project completion date of September 30, 2023.
  2. Approximate lead times, as of the time of bid, for each piece of equipment. These lead times will be updated upon issuance of a purchase order to the awarded bidders.
  3. Complete descriptive literature including photographs, detailed specifications, and delivery schedules.
  4. Manufacturer’s detailed warranty information on each item. Proposer must offer a minimum one-year unlimited warranty on all materials and labor.
  5. List of discount percentages off their current applicable manufacturer price lists for each item.
  6. A complete Statement of Work shall be provided with the Bid Response pertaining to the Professional Services
  
- b. Proposals shall be sent via email to the following no later than the due date and time indicated in this RFP:
  1. Town of New Fairfield Bid  
schoolbids@newfairfieldschools.org
  
- c. Faxed Proposals pursuant to this RFP will not be accepted. Additionally, Proposals shall not be mailed to Newcomb & Boyd or New Fairfield Public Schools. All Proposals will be accepted via email only.
  
- d. The Proposal also may contain any narrative, charts, tables, diagrams or other materials in addition to those called for herein; to the extent such additions are useful for clarity or completeness of the Proposal.
  
- e. The Proposal pricing shall include the delivery, unloading, storing, installing, testing, training, and customer acceptance of all system components that comprise complete systems.
  
- f. The Proposer will furnish all supervision, labor, materials, equipment, tools, supplies, incidentals, and services needed for proper installation of the equipment. The contractor shall pay all fees and secure all

permits necessary to complete the work to the Owner's satisfaction and in compliance with all required local, state, federal, manufacturers, and technical codes and requirements.

- g. Before submitting a Quote, the Bidder shall take into consideration the amount and character of work to be done and of the difficulties involved in its proper execution; all costs incidental to the Work must be included to cover all contingencies essential to the installation of the proposed system, notwithstanding that every item or contingency is not specifically mentioned herein. Any additional material needed to meet the basic system specifications shall be included in the proposed system and will be supplied by the Bidder. No claims for compensation for extra work due to ignorance on the part of the Bidder will be considered or allowed.
- h. The Bidder shall be responsible for any damage to the floor, walls, etc., which is caused by its personnel or equipment, during the performance of the Scope of Work, and also is responsible for the removal of all of its debris, clean up, and restoral of the area to its original condition, if applicable. This will include all subcontractors, if any, hired by the Contractor to work on the Owner's premises.
- i. All equipment installed shall be firmly held in place by fastenings and/or supports, which are adequate to support their loads with an ample safety factor.
- j. Owner may reject work which does not conform to the Bid or awarded contract specifications. If the selected vendor / contractor fails to correct any defective work or fails to supply labor, materials, or equipment in accordance with the specifications of the awarded contract, Owner may order the selected vendor / contractor to stop all work, or any portion thereof, until the cause for such order has been eliminated. Payments may be withheld until defective work is corrected to Owner's satisfaction.

**3. Pre-Bid Information:** Proposers should submit all requests for information/clarification by **December 16, 2022 at 4:00 p.m.** Requests for information and/or clarification should be directed via email to the following:

Bo Laraia – Newcomb & Boyd  
rlaraia@newcomb-boyd.com

**4. Selection.** The Owner will issue an award to the lowest responsible and qualified bidder. The Owner will be assisted in this selection by the Consultant, Owner's Representative, and Project Architect.

**5. Late Proposals.** Proposals and modifications of Proposals received after the exact hour and date specified for receipt will not be considered.

**6. Withdrawal of Proposals.** Proposers may withdraw their Proposals prior to the date and time set for receipt of Proposals only with the written consent of the Owner. Proposers will be bound by their Proposals for 90 days from the date set for receipt of Proposals. Proposals cannot be withdrawn within this 90 day period.

**7. Sales Tax.** New Fairfield Public Schools is tax-exempt. Sales Tax should not be included in Proposal costs.

**8. Proposal Costs.** All costs incurred by a Proposer in preparation of the Proposer's submittal (including costs associated with interviews) will be borne by the Proposer. The Owner is not responsible for any costs associated with this Proposal submission.

**9. Ownership of Proposals.** All Proposals and supplementary material will become the property of the Owner when submitted.

**10. Disclaimer.** The information contained in this RFP, attachments hereto and any addenda that may be issued is provided to assist prospective Proposers in the preparation of Proposals. The Owner assumes no responsibility for the use of this information by Proposers and does not guarantee the accuracy of the information.

**11. Mock-ups/Samples.** Bidders may be required to submit samples/mock-ups of the items quoted for evaluation but should not do so unless specifically requested by the Owner. If requested, bidders must deliver and set-up all required samples in the area designated by the Owner. All related costs for furnishing the required samples shall be the sole responsibility of the bidders. The Owner reserves the right to examine such samples in any way it may see fit to determine whether they meet the specifications, including after bid award date.

**12. Licenses.** Any software licenses required for any of the equipment specified by this RFP shall be included and delivered to the Owner and/or configured with the applicable system, upon installation of the equipment.

**13. Manufacturer Authorization/Certification.** Proposers must provide proof of manufacturer certification with the bid response as follows:

1. Interactive LED: The proposer must be a certified Smart Technologies reseller/installer.

### **PROFESSIONAL SERVICES:**

In addition to the hardware requirements, the following services shall be provided.

**Exclusions:** The following infrastructure in support of the Audio Visual equipment is being installed under the construction contract and is not included in the scope of work of this RFP. This information is being provided for informational purposes only.

- 1) All power and Cat-6/6A data cabling that is installed “inside the wall” between the input source and the output display will be provided by the Tel/Data cabling contractor as part of the building construction contract. All other cables (i.e. HDMI, USB, audio cables, patch cords, power cords, video cables, etc.) if not included with the equipment being supplied, are the responsibility of the Awarded Bidder. All cables, cords, connectors, software, etc. are to be provided by the Awarded Bidder to comprise a fully functioning system.
- 2) Instructional Spaces: All classrooms and large instructional spaces will have one AV input plate located near the instructor’s desk. An HDMI connection is installed between the instructor’s desk input plate and the plate behind the display. Sound reinforcement is also installed within each instructional space. Power receptacles will be provided at all AV input and AV output plate locations.
- 3) At locations receiving displays (either a monitor within an office or small instructional space, or a digital signage display), power and data connections are provided and are located inside an in-wall AV enclosure. Wood blocking will also be provided under the construction project.

### **General Requirements:**

- 1) The tasks listed below in this section are minimum requirements and are not all inclusive. *A complete Statement of Work shall be provided with the Proposal.*
- 2) Respondent shall assign a Project Manager to the project and shall be the primary point of contact throughout the project.

- 3) Engineers assigned to configure and test the audio-visual equipment shall be properly certified by the manufacturer for the equipment being installed and configured.
- 4) Vendor will be required to attend project coordination meetings as requested to help ensure all vendors related to the audio-visual system installation are interfacing effectively and meeting their respective responsibilities appropriately and in a timely manner.

**Weekly status reports.** Once the Owner places an order, an Awarded Bidder shall provide weekly status reports containing the following information as applicable:

- 1) Shipping Report: this shall contain a list of items ordered and acknowledgement of detailed ship dates.
- 2) Delivery Report: this shall provide information in advance for products that are in route and schedule requirements for delivery.
- 3) Acknowledged and Unacknowledged Report: this shall acknowledge products that will or will not ship.
- 4) Status Order Report: this shall list any items that are in a hold status, allowing the continual tracking and quick response required to keep the items on schedule.
- 5) Critical Date Report: this shall identify any items that fall out of sequence. This allows for proper planning in a proactive manner.

**Training:**

- 1) Provide a minimum of 4 hours of onsite training for up to two IT Staff. Training shall encompass how to configure, operate and maintain the installed solution.
- 2) Provide copies of all printed documentation for the installation, operation, use, and administration of the system. Printed documentation shall also be provided in PDF format.

**Closeout:**

- 1) All system testing has been completed, the contractor certifies that the entire system is in working order, and applicable forms, equipment documentation, and Warranty forms have been submitted to the customer.
- 2) All system labels have been put in place.
- 3) All debris and scrap materials have been removed from the premises.
- 4) All documentation has been provided to the Owner.
- 5) Backup copies of all configuration files, if applicable, have been provided to the Owner.
- 6) All unused material has been returned to Owner, or credit has been issued for unused material.
- 7) The Owner's Project Manager has inspected and accepted the installation.
- 8) Any and all damage caused by the contractor has been resolved to the satisfaction of the Owner (i.e. ceiling tiles, carpet damage, etc.).

**Interactive Displays:**

- 1) Furnish and install Interactive Display with Mounting Kit, and other accessories as required.
- 2) Furnish and install HDMI cables from the AV plate behind the display to the HDMI inputs on the display.
- 3) Furnish and install a 3.5mm audio cable from the audio output on the display to the audio input on the AV plate behind the display.
- 4) Furnish and install an active USB cable from the AV input plate at the teacher desk (routed through the grommet in the faceplate) to the USB input on the Interactive Display.
- 5) Test display to ensure image quality, audio output, and all inputs are working properly.

**Non-interactive Displays (Monitors):**

- 1) Furnish and install wall-mount. Coordinate final heights and locations with Architect.
- 2) Furnish and install monitor, securing to wall-mount per manufacturer instructions.

**Conference Room A/V:**

- 1) Furnish and install wall-mount. Coordinate final heights and locations with Architect.
- 2) Furnish and install display, securing to wall-mount per manufacturer instructions.
- 3) Furnish and install batteries for remote control, if applicable.
- 4) Furnish, install and configure Video Conferencing system.

**Digital Signage Displays:**

- 1) Furnish and install wall-mount. Coordinate final heights and locations with Architect.
- 2) Furnish and install display, securing to wall-mount per manufacturer instructions.
- 3) Configure scheduler on display to turn on at 7:00 a.m. and turn off at 9:00 p.m., Monday thru Friday.  
Displays should not automatically power on during Saturday and Sunday.

**NEW FAIRFIELD HIGH SCHOOL  
STATE PROJECT NO. 091-0044N  
NEW FAIRFIELD, CONNECTICUT**

**STATEMENT OF BIDDER'S QUALIFICATIONS**

Instructions:

- Return this form with the Bid.
- All questions must be answered with complete responses.
- Additional information may be provided on separate sheets.
- The Bidder may submit any additional information.

Vendor:

\_\_\_\_\_

Company

\_\_\_\_\_

Address

\_\_\_\_\_

City, State, ZIP

\_\_\_\_\_

Contact Name

\_\_\_\_\_

Phone Number

E-Mail Address

Company Information:

Tax Identification Number: \_\_\_\_\_

Date of Company Organization: \_\_\_\_\_

State of Incorporation (for Corporations): \_\_\_\_\_

How many years have this company been providing products and/or services under your current company or trade name: \_\_\_\_\_

Additional Information:

1. Have you failed to complete any work awarded to you? If so, provide specific details including location of the work and the reasons for failure to complete the work:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Have you defaulted on a contract in the past? If so, provide specific details including location of the work and the reasons for default:

---

---

---

3. List three recent contracts similar to the scope of work as described in these bid documents:

---

---

---

Signed on this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

By.....: \_\_\_\_\_

Print Name .....: \_\_\_\_\_

Position/Title.....: \_\_\_\_\_

# **CONTRACT FORMS**



# AIA<sup>®</sup> Document A151<sup>™</sup> – 2019

## ***Standard Form of Agreement between Owner and Vendor for Furniture, Furnishings, and Equipment (FF&E)***

**AGREEMENT** made as of the    day of    in the year  
*(In words, indicate day, month, and year.)*

**BETWEEN** the Owner:  
*(Name, legal status, address, and other information)*

and the Vendor:  
*(Name, legal status, address, and other information)*

for the following Project:  
*(Name, location, and detailed description)*

The Architect:  
*(Name, legal status, address, and other information)*

The Owner and Vendor agree as follows.

**ADDITIONS AND DELETIONS:**  
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

## TABLE OF ARTICLES

|    |  |
|----|--|
| 1  | GENERAL PROVISIONS                                 |
| 2  | CONTRACT SUM AND PAYMENTS                          |
| 3  | TIME   |
| 4  | OWNER  |
| 5  | VENDOR   |
| 6  | TITLE AND RISK OF LOSS                             |
| 7  | DELIVERY AND INSTALLATION                          |
| 8  | ACCEPTANCE   |
| 9  | WARRANTIES   |
| 10 | ARCHITECT  |
| 11 | RELATED ACTIVITIES OF OWNER OR OF SEPARATE VENDORS |
| 12 | PROTECTION OF PERSONS AND PROPERTY                 |
| 13 | INSURANCE  |
| 14 | CLAIMS AND DISPUTES                                |
| 15 | ENUMERATION OF CONTRACT DOCUMENTS                  |

### ARTICLE 1 GENERAL PROVISIONS

#### § 1.1 Governing Law, including the Uniform Commercial Code

This Agreement is for the sale of goods, specifically furniture, furnishings, and equipment (FF&E), and shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rule and including the jurisdiction's Uniform Commercial Code (UCC) as adopted. If this Agreement conflicts with terms provided by the UCC, the Agreement shall prevail. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 14.7.

#### § 1.2 The Contract Documents

The Contract Documents are enumerated in Article 15 and consist of this Agreement (including, if applicable, Supplementary and other Conditions of the Contract), Drawings, Specifications, Addenda issued prior to the execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement. The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Vendor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all. Performance by the Vendor shall be required to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

#### § 1.3 The Contract

The Contract Documents form the Contract for the Work. The Contract represents the entire and integrated agreement between the parties hereto and supersedes all prior proposals, offers, terms and conditions, negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind between any persons or entities other than the Owner and the Vendor. The primary purpose of the Contract is the sale of goods, and any services provided are incidental to such primary purpose.

Init.

AIA Document A151™ – 2019. Copyright © 2003, 2007, and 2019 by The American Institute of Architects. All rights reserved. **WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** This document was produced by AIA software at 11:46:03 ET on 03/03/2020 under Order No.3701447273 which expires on 01/03/2021, and is not for resale.

User Notes:

(1213613394)

#### **§ 1.4 Modifications**

A Modification is a written amendment to the Contract for changes in the Work signed by both parties or a written order for a minor change in the Work signed by the Architect. A minor change in the Work is a change that is consistent with the intent of the Contract Documents and does not involve an adjustment in the Contract Sum or an extension of the Contract Time.

#### **§ 1.5 The Work**

The Work means the Vendor's performance, including the sale of FF&E and any incidental fabrication, shipping, warehousing, delivery, installation, and other items or services required by the Contract Documents and provided, or to be provided, by the Vendor. The Work includes all labor, materials, temporary protection, storage, and equipment necessary to fulfill the Vendor's obligations, except as specifically indicated in the Contract Documents to be the responsibility of others. The Work may constitute the whole or a part of the Project.

#### **§ 1.6 Instruments of Service**

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

#### **§ 1.7 Ownership and Use of Drawings, Specifications, and Other Instruments of Service**

**§ 1.7.1** The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Vendor, sub-vendors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

**§ 1.7.2** The Vendor, sub-vendors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to the protocols established pursuant to Sections 1.8 and 1.9, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Vendor, sub-vendors, and suppliers may not use the Instruments of Service on other projects, or in connection with additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

#### **§ 1.8 Digital Data Use and Transmission**

The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

#### **§ 1.9 Building Information Models Use and Reliance**

Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its vendors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

#### **§ 1.10 Severability**

The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

**§ 1.11 Notice**

§ 1.11.1 Except as otherwise provided in Section 1.11.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

*(If other than in accordance with AIA Document E203–2013, insert requirements for delivering Notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)*

§ 1.11.2 Notice of Claims shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

**§ 1.12 Assignment of Contract**

Neither party to the Contract shall assign the Contract without written consent of the other, except that the Owner may, without consent of the Vendor, assign the Contract to a lender providing financing for the Project if the lender assumes the Owner’s rights and obligations under the Contract Documents. The Vendor shall execute all consents reasonably required to facilitate such assignment.

**ARTICLE 2 CONTRACT SUM AND PAYMENTS**

**§ 2.1 Contract Sum**

§ 2.1.1 The Owner shall pay the Vendor the Contract Sum in current funds for the Vendor’s performance of the Contract. The Contract Sum shall be (\$ ), subject to additions and deductions as provided in the Contract Documents.

**§ 2.1.2 Alternates**

§ 2.1.2.1 Alternates, if any, included in the Contract Sum:

| Item | Price |
|------|-------|
|------|-------|

§ 2.1.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. *(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)*

| Item | Price | Conditions for Acceptance |
|------|-------|---------------------------|
|------|-------|---------------------------|

§ 2.1.3 Unit prices, if any:

*(Identify the item and state the unit price and the quantity limitations, if any, to which the unit price will be applicable.)*

| Item | Units and Limitations | Price per Unit (\$0.00) |
|------|-----------------------|-------------------------|
|------|-----------------------|-------------------------|

§ 2.1.4 Allowances, if any, included in the Contract Sum:

*(Identify each allowance.)*

| Item | Price |
|------|-------|
|------|-------|

§ 2.1.5 Liquidated damages, if any:

*(Insert terms and conditions for liquidated damages, if any.)*

**§ 2.1.6 Other:**

*(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)*

**§ 2.2 Payments**

**§ 2.2.1** The Owner shall make payments to the Vendor in conformance with the following payment terms:

*(Insert payment terms, such as payment due dates, deposit requirements, and prompt payment discounts, if any.)*

**§ 2.2.2** When payment is due pursuant to the payment terms of Section 2.2.1, the Vendor shall submit to the Owner an itemized invoice, supported by data substantiating the Vendor's right to payment.

**§ 2.2.3** Except with the Owner's knowledge and consent, the Vendor shall not engage in any activity, or offer any employment, interest, or contribution to the Owner's employees or consultants, that would reasonably appear to compromise the Owner's employees' or consultants' judgment with respect to this Project.

**ARTICLE 3 TIME**

**§ 3.1 Contract Time**

**§ 3.1.1** Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for completion of the Work. The Contract Time shall be measured from the date of commencement. The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

**§ 3.1.2** Time limits stated in the Contract Documents are of the essence of the Contract. By executing this Agreement, the Vendor confirms that the Contract Time is a reasonable period for performing the Work.

**§ 3.1.3** If the Vendor is delayed at any time in the commencement or progress of the Work by (1) changes ordered in the Work; (2) labor disputes, fire, unusual delay in deliveries, abnormal adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any causes beyond the Vendor's control; or (3) other causes that the Vendor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine, subject to the provisions of Article 14.

**§ 3.1.4** If the Vendor fails to achieve completion of the Work as provided in this Article 3, liquidated damages, if any, shall be assessed as set forth in Section 2.1.5.

**§ 3.2 Date of Commencement**

The date of commencement of the Work shall be:

*(Check one of the following boxes.)*

The date of this Agreement.

A date set forth in a notice to proceed issued by the Owner.

Established as follows:

*(Insert a date or a means to determine the date of commencement of the Work.)*

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

**§ 3.3 Completion**

**§ 3.3.1** Completion of the Work occurs upon acceptance of all FF&E in the Contract Documents in accordance with Article 8.

Init.

**§ 3.3.2** Subject to adjustments of the Contract Time as provided in the Contract Documents, the Vendor shall achieve completion of the entire Work:  
(Check the appropriate box and complete the necessary information.)

[ ] Not later than ( ) calendar days from the date of commencement of the Work.

[ ] By the following date:

**§ 3.3.3** Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to completion of the entire Work, the Vendor shall achieve completion of such portions by the following dates:

| Portion of Work | Completion Date |
|-----------------|-----------------|
|-----------------|-----------------|

## ARTICLE 4 OWNER

### § 4.1 The Owner's Representative

The Owner shall identify a representative authorized to act on behalf of the Owner with respect to the Project. The Owner's representative shall not be changed without ten days' prior notice to the Vendor. The Owner identifies the following representative:

(Name, address, email address, and other information)

### § 4.2 Information and Services Required of the Owner

**§ 4.2.1** The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

**§ 4.2.2** Unless otherwise provided in the Contract Documents, the Owner shall provide

- .1 areas of the Project premises that the Vendor may use to perform the Work;
- .2 access to the Project premises for the Vendor at reasonable times;
- .3 information regarding any restrictions on the use of, or access to, the Project premises;
- .4 suitable space for receipt, inspection, acceptance, and staging of materials and FF&E;
- .5 utilities and facilities on the Project premises and vertical transportation necessary for progress and execution of the Work; and
- .6 a secured premises for storage of FF&E until acceptance.

**§ 4.2.3** The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall furnish any other information or services under the Owner's control and relevant to the Vendor's performance of the Work with reasonable promptness after receiving the Vendor's written request for such information or services.

## ARTICLE 5 VENDOR

### § 5.1 The Vendor's Representative

The Vendor shall identify a representative authorized to act on behalf of the Vendor with respect to the Project. The Vendor's representative shall not be changed without ten days' prior notice to the Owner and Architect. The Vendor identifies the following representative:

(Name, address, email address, and other information)

**§ 5.2** The Vendor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents by activities or duties of the Architect in the Architect's administration of the Contract.

**§ 5.3** The Vendor shall coordinate its Work with the work provided by the Owner and the Owner's other vendors, consultants, and contractors. The Vendor may communicate with the Owner's other vendors, consultants, and contractors, for the purposes of completing the Work. The Vendor shall keep the Owner reasonably informed of any such communications. The Vendor shall be entitled to rely on the accuracy and completeness of work and information furnished by the Owner and the Owner's other vendors, consultants, and contractors. The Vendor shall provide prompt written notice to the Owner if the Vendor becomes aware of any error, omission, or inconsistency in such work or information.

**§ 5.4 Review of Contract Documents and Inspection of Project Premises by Vendor**

**§ 5.4.1** Execution of the Contract by the Vendor is a representation that the Vendor has visited the Project premises, if required in the Contract Documents, and correlated personal observations with requirements of the Contract Documents.

**§ 5.4.2** Before starting each portion of the Work, including placing orders for FF&E, the Vendor shall (1) carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 4.2; (2) visit and inspect the Project premises in order to gain an understanding of the conditions under which the Work is to be performed; (3) determine availability of facilities for access, delivery, transportation, and staging; (4) determine any restrictions imposed by the Owner and the Owner's separate vendors and contractors; and (5) correlate observations with the requirements of the Contract Documents. The Vendor shall promptly report to the Owner and Architect conditions observed that would impede the Vendor's performance of the Work. The Vendor's obligations to review the Contract Documents are for the purpose of facilitating delivery and installation by the Vendor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Vendor shall promptly report to the Architect any errors, inconsistencies, or omissions discovered by or made known to the Vendor as a request for information in such form as the Architect may require. It is recognized that the Vendor's review is made in the Vendor's capacity as a vendor and not as a licensed design professional, unless otherwise specifically provided for in the Contract Documents.

**§ 5.4.3** The Vendor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Vendor shall promptly report to the Architect any nonconformity discovered by or made known to the Vendor as a request for information in such form as the Architect may require.

**§ 5.4.4** If the Vendor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Vendor's notices or requests for information pursuant to Sections 5.4.2 or 5.4.3, the Vendor shall submit Claims as provided in Article 14. If the Vendor fails to perform the obligations of Sections 5.4.2 or 5.4.3, the Vendor shall pay such costs and damages to the Owner, subject to Section 14.12, as would have been avoided if the Vendor had performed such obligations. If the Vendor performs those obligations, the Vendor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies, or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

**§ 5.5 Supervision**

**§ 5.5.1** The Vendor shall supervise and direct the Work using the Vendor's best skill and attention. The Vendor shall be solely responsible for and have control over the means, methods, techniques, sequences, and procedures of fabrication, shipment, delivery, and installation, and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters.

§ 5.5.2 The Vendor shall be responsible to the Owner for acts and omissions of the Vendor's employees, sub-vendors, and their agents and employees, and other persons or entities performing portions of the Work for or on behalf of the Vendor or any of its sub-vendors.

§ 5.5.3 The Vendor shall be responsible for inspection of portions of the Work already performed to determine that such portions are in proper condition for subsequent Work.

#### § 5.6 Labor and Materials

§ 5.6.1 Unless otherwise provided in the Contract Documents, the Vendor shall provide and pay for labor, materials, tools, installation equipment and machinery, delivery, and other facilities and services necessary for proper execution and completion of the Work whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 5.6.2 The Vendor shall enforce strict discipline and good order among the Vendor's employees and other persons carrying out the Work. The Vendor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

§ 5.6.3 The Vendor shall make no substitution or change in the Contract Documents unless done in accordance with a Modification, and after providing the Architect notice and a reasonable opportunity to evaluate the proposed substitution or change and consult with the Owner.

#### § 5.7 Taxes

The Vendor shall pay sales, consumer, use, and other similar taxes that are legally enacted when quotes are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

#### § 5.8 Permits, Fees, Notices, and Compliance with Laws

§ 5.8.1 Unless otherwise provided in the Contract Documents, the Vendor shall secure and pay for permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 5.8.2 The Vendor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work. If the Vendor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Vendor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

#### § 5.9 Allowances

The Vendor shall include in the Contract Sum all allowances stated in the Contract Documents. The Owner shall select items under allowances with reasonable promptness. Allowance amounts shall include the costs to the Vendor of items delivered at the Project premises and all required taxes, less applicable trade discounts. Vendor's costs for unloading and handling at the Project premises, labor, installation, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowance. Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Modification. The amount of the Modification shall reflect the difference between actual costs and the allowances under Section 2.1.4.

#### § 5.10 Vendor's Schedules

§ 5.10.1 The Vendor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a progress schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the progress of the Work and Project, shall be related to the entire Project, and shall provide for expeditious and practicable execution of the Work.

§ 5.10.2 The Vendor shall perform the Work in general accordance with the most recent schedule submitted to the Owner and Architect.

§ 5.10.3 The Vendor's progress schedule shall indicate dates for commencement and completion of phases of the Work within the Contract Time, including dates for order placement, fabrication, shipping, delivery, and installation. The schedule shall indicate other critical dates, such as deadlines for approval of submittals of colors, finishes, and materials.

Init.

The Vendor shall obtain and submit for the Owner's and the Architect's information written confirmation from sub-vendors of dates of fabrication and delivery.

**§ 5.10.4** The Vendor shall cooperate with the Owner and Architect in coordinating the Vendor's progress schedule with those of contractors and separate vendors and with the requirements of the Owner and Architect. The Vendor shall cooperate in determining mutually acceptable dates and times for delivery, installation, and inspection of the Work, and use of services and facilities provided to the Vendor, all to be confirmed in writing within a reasonable time in advance of such dates and times.

#### **§ 5.11 Submittals**

**§ 5.11.1** The Vendor shall review for compliance with the Contract Documents and submit to the Architect shop drawings, product data, samples, and similar submittals required by the Contract Documents in coordination with the Vendor's progress schedule and in such sequence as to allow the Architect reasonable time for review. By submitting shop drawings, product data, samples, and similar submittals, the Vendor represents to the Owner and Architect that the Vendor has (1) reviewed and approved them; (2) determined and verified materials, field measurements, and field installation criteria related thereto, or will do so; and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. The Work shall be in accordance with approved submittals. Shop drawings, product data, samples and similar submittals are not Contract Documents.

**§ 5.11.2** The Vendor shall provide the Owner with available manufacturer's warranty documents, product data, and material safety data sheets.

#### **§ 5.12 Cleaning Up**

The Vendor shall keep the Project premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Vendor shall remove waste materials, rubbish, the Vendor's tools, construction equipment, machinery, and surplus material from and about the Project.

#### **§ 5.13 Access to Work**

The Vendor shall provide the Owner and Architect with reasonable access to the Work in preparation and progress wherever located.

#### **§ 5.14 Indemnification**

**§ 5.14.1** To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Vendor, a sub-vendor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Section 5.14.1.

**§ 5.14.2** In claims against any person or entity indemnified under Section 5.14.1 by an employee of the Vendor, a sub-vendor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 5.14.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Vendor or sub-vendor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

**§ 5.14.3** Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Vendor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any sub-vendor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Vendor. If approved by the applicable court, when required, the Vendor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

### **ARTICLE 6 TITLE AND RISK OF LOSS**

**§ 6.1** Title to all FF&E shall be transferred to the Owner upon acceptance in accordance with Article 8.

Init.

AIA Document A151™ – 2019. Copyright © 2003, 2007, and 2019 by The American Institute of Architects. All rights reserved. **WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** This document was produced by AIA software at 11:46:03 ET on 03/03/2020 under Order No.3701447273 which expires on 01/03/2021, and is not for resale.

User Notes:

(1213613394)

§ 6.2 The risk of loss with respect to all FF&E provided by the Vendor shall remain with the Vendor, and the Owner has no obligation to insure such FF&E, until acceptance in accordance with Article 8.

#### **ARTICLE 7 DELIVERY AND INSTALLATION**

§ 7.1 The Vendor shall deliver FF&E in accordance with the Vendor's progress schedule, or at a time agreed upon by the Owner and Architect, and in accordance with Article 5.

§ 7.2 Delivery and installation of all FF&E shall be made at the Project premises unless otherwise specified in the Contract Documents.

§ 7.3 The Vendor shall coordinate with the Owner regarding the logistics of the Vendor's delivery and installation obligations at the Project premises.

#### **ARTICLE 8 ACCEPTANCE**

§ 8.1 The Owner and Architect may conduct a preliminary inspection of FF&E within seven days after its delivery to the Project premises for the purpose of verifying the delivery and quantities. Preliminary inspections shall not constitute acceptance of, taking charge over, or taking control of, such FF&E. The Architect shall report to the Vendor any defects, damage, deficiencies, or nonconformity observed during the preliminary inspection.

§ 8.2 When the Vendor considers the Work, or a portion thereof which the Owner agrees to accept separately, to be complete, the Vendor shall notify the Owner and Architect. The Vendor shall allow the Owner and Architect a reasonable amount of time to inspect the FF&E to determine, based on conformance with the Contract Documents, if it is accepted or rejected in whole or in part. Based on the Architect's recommendation to the Owner and the Owner's own inspection, if any, the Owner shall accept or reject the FF&E, in whole or in part.

§ 8.3 If the Owner rejects any of the FF&E, the Owner, or the Architect acting on behalf of the Owner, shall notify the Vendor within seven days of the date of inspection, specifying the basis for such rejection. Upon rejection, the Vendor shall provide a remedy and evidence of arrangements to accomplish such remedy. The Owner shall allow the Vendor a reasonable amount of time to remedy the rejected FF&E. When the Vendor considers the remedied FF&E to be complete, the parties shall follow the procedures set forth in Section 8.2. If the Owner rejects any of the FF&E for a second time, the Owner shall promptly notify the Vendor and the Vendor shall promptly remove the rejected FF&E from the Project premises and refund payments made for such rejected goods to the Owner. If the Vendor disagrees with an Owner's rejection, the Vendor may make a claim.

§ 8.4 FF&E not inspected in accordance with Section 8.2 or rejected in accordance with Section 8.3 shall be deemed accepted.

§ 8.5 The Owner's acceptance under this Article 8 cannot be revoked; however, the provisions of this Article 8 do not preclude recovery of damages as provided by law. The Owner's acceptance, or failure to discover a Vendor's breach after acceptance, shall not bar the Owner from making claims in accordance with Article 14 or from remedies and damages due to the Vendor's breach of this Agreement, including the Vendor's breach of warranties in Article 9.

#### **ARTICLE 9 WARRANTIES**

§ 9.1 The Vendor warrants to the Owner that the FF&E furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Vendor further warrants that the FF&E will conform to the requirements of the Contract Documents. FF&E not conforming to these requirements may be considered defective. The Vendor's warranty excludes remedy for damage or defect caused by abuse, alterations to the FF&E not executed by the Vendor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage.

§ 9.2 The Vendor assigns to the Owner all FF&E manufacturers' warranties and guarantees upon acceptance in accordance with Article 8.

§ 9.3 The Vendor hereby provides to the Owner all warranties relating to the FF&E implied by law, including the warranty of merchantability and warranty of fitness for a particular purpose.

Init.

§ 9.4 The Vendor acknowledges that no exclusion of, or limitation on, warranties contained in any proposal, product literature, or other submittal shall affect the warranties provided in this Article 9.

## ARTICLE 10 ARCHITECT

§ 10.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during the Vendor's performance, and until completion, of the Work. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents, unless otherwise modified in writing in accordance with other provisions of the Contract.

§ 10.2 Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Vendor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with sub-vendors and suppliers shall be through the Vendor. Communications by and with separate vendors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 10.3 The Architect will assist the Owner in coordinating schedules for fabrication, delivery, and installation of the Work, but will not be responsible for failure of the Vendor or a sub-vendor to meet schedules for completion or to perform their respective duties and responsibilities in conformance with applicable schedules.

§ 10.4 The Architect will visit the Project premises at intervals appropriate to the stage of the Work, or as otherwise agreed with the Owner, to become generally familiar with, and to keep the Owner informed about, the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. The Architect will not have control over, charge of, or responsibility for, the means, methods, techniques, sequences, or procedures of fabrication, shipment, delivery, storage, or installation, or for the safety precautions and programs in connection with the Work, as these are solely the Vendor's rights and responsibilities under the Contract Documents.

§ 10.5 The Architect may order minor changes in the Work. The Architect's order for minor changes shall be in writing. If the Vendor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Vendor shall notify the Architect and shall not proceed to implement the change in the Work. If the Vendor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Vendor waives any adjustment to the Contract Sum or extension of the Contract Time.

§ 10.6 The Architect will conduct inspections of FF&E and provide recommendations as set forth in Article 8. Pursuant to Article 8, the Architect is only responsible for identifying defects, deficiencies, or nonconformities that the Architect actually observes, or reasonably should observe, during its inspections. The Architect is not required to make exhaustive or continuous inspections to fulfill its responsibilities in Article 8 and has no responsibility to discover latent defects.

§ 10.7 The Architect will review and approve or take other appropriate action upon the Vendor's submittals such as shop drawings, product data, and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

## ARTICLE 11 RELATED ACTIVITIES OF OWNER OR OF SEPARATE VENDORS

§ 11.1 The Owner shall coordinate the activities of the Owner's own forces and of each separate vendor or contractor, if any, with the Work.

§ 11.2 If the Work depends for proper execution or results upon activities by the Owner or a separate vendor or contractor, the Vendor shall, prior to proceeding with that portion of the Work, promptly report to the Owner and Architect apparent discrepancies or defects in, or arising from, the activities of the Owner or separate vendors or contractors, that would impede the Vendor in achieving proper execution and results. If the Vendor fails to report reasonably discoverable discrepancies or defects, it shall be responsible for deficiencies or defects in its Work due to such deficiencies or defects.

§ 11.3 The Vendor shall reimburse the Owner for costs the Owner incurs that are payable to a separate vendor or contractor because of the Vendor's delays, improperly timed activities, or damage to the work of a separate vendor or contractor. The Owner shall be responsible to the Vendor for costs the Vendor incurs because of the delays, improperly timed activities, or damage to the Work caused by a separate vendor or contractor.

§ 11.4 If a dispute arises among the Vendor, separate vendors, or contractors, and the Owner as to the responsibility under their respective contracts for maintaining the Project premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

## ARTICLE 12 PROTECTION OF PERSONS AND PROPERTY

### § 12.1 Safety Precautions and Programs

The Vendor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract. The Vendor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work, and materials and FF&E to be incorporated therein, whether in storage on or off the Project premises, under care, custody, or control of the Vendor or sub-vendors; and
- .3 other property at the Project premises or adjacent thereto.

The Vendor shall comply with, and give notices required by, applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons and property and their protection from damage, injury, or loss. The Vendor shall promptly remedy damage and loss to property caused in whole or in part by the Vendor, sub-vendors, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Vendor is responsible under Sections 12.1.2 and 12.1.3. The Vendor may make a claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect, or of anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Vendor. The foregoing obligations of the Vendor are in addition to the Vendor's obligations under Section 5.14.

### § 12.2 Hazardous Materials and Substances

§ 12.2.1 The Vendor is responsible for compliance with the requirements of the Contract Documents regarding hazardous materials or substances. If the Vendor encounters a hazardous material or substance not addressed in the Contract Documents, and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the Project premises by the Vendor, the Vendor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Vendor. By written agreement between the Owner and Vendor, the Contract Time shall be extended appropriately, and the Contract Sum shall be increased in the amount of the Vendor's reasonable additional costs of shutdown, delay, and start-up.

§ 12.2.2 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Vendor, sub-vendors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area, if in fact, the material or substance presents the risk of bodily injury or death as described in Section 12.2.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 12.2.3 If, without negligence on the part of the Vendor, the Vendor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Vendor for all cost and expense thereby incurred.

## ARTICLE 13 INSURANCE

§ 13.1 The Vendor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in this Article 13 or elsewhere in the Contract Documents. The Vendor shall purchase and maintain the insurance required by this Agreement from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Vendor shall maintain the required insurance from the date of commencement of the Work to the date of completion of the Work, unless a different duration is stated below.

§ 13.2 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than (\$ ) each occurrence, (\$ ) general aggregate, and (\$ ) aggregate for products-completed operations hazard, providing coverage for claims including

- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Vendor's indemnity obligations under Section 5.14.

§ 13.3 Automobile Liability covering vehicles owned by the Vendor and non-owned vehicles used by the Vendor, with policy limits of not less than (\$ ) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of those motor vehicles along with any other statutorily required automobile coverage.

§ 13.4 The Vendor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as those required under Sections 13.2 and 13.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 13.5 Workers' Compensation at statutory limits.

§ 13.6 Employers' Liability with policy limits not less than (\$ ) each accident, (\$ ) each employee, and (\$ ) policy limit.

§ 13.7 If the Vendor is required to furnish professional services as part of the Work, the Vendor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate.

§ 13.8 The Vendor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article 13 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final invoice and thereafter upon renewal or replacement of such coverage until the expiration of the period required by Section 13.1. The certificates will show the Owner as an additional insured on the Vendor's Commercial General Liability and excess or umbrella liability policy.

§ 13.9 The Vendor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Vendor.

§ 13.10 To the fullest extent permitted by law, the Vendor shall cause the commercial liability coverage required by this Article 13 to include (1) the Owner, the Architect, and the Architect's Consultants as additional insureds for claims caused in whole or in part by the Vendor's negligent acts or omissions during the Vendor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Vendor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's Consultants, CG 20 32 07 04.

§ 13.11 Within three (3) business days of the date the Vendor becomes aware of an impending or actual cancellation or expiration of any insurance required by this Article 13, the Vendor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Vendor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by

the procurement of replacement coverage by the Vendor. The furnishing of notice by the Vendor shall not relieve the Vendor of any contractual obligation to provide any required coverage.

#### § 13.12 Other Insurance Provided by the Vendor

(List below any other insurance coverage to be provided by the Vendor and any applicable limits.)

Coverage

Limits

#### § 13.13 Waiver of Subrogation

§ 13.13.1 The Owner and Vendor waive all rights against (1) each other and any of their sub-vendors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) separate vendors or contractors, if any, and any of their sub-vendors, subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by this Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Vendor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, separate vendors and contractors, and sub-vendors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this Section 13.13.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual, or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 13.13.2 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause. The Owner shall pay the Architect and Vendor their just shares of insurance proceeds received by the Owner, and by appropriate agreements, written where legally required for validity, the Architect and Vendor shall make payments to their consultants and sub-vendors in similar manner.

### ARTICLE 14 CLAIMS AND DISPUTES

#### § 14.1 Binding Dispute Resolution

For any claim subject to, but not resolved by, mediation pursuant to Section 14.6, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

- Arbitration pursuant to Section 14.7 of this Agreement
- Litigation in a court of competent jurisdiction
- Other (Specify)

If the Owner and Vendor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, claims will be resolved in a court of competent jurisdiction.

§ 14.2 Claims, disputes, and other matters in question arising out of or relating to this Contract, including those alleging an error or omission by the Architect but excluding those arising under Section 12.2, shall be referred initially to the Architect for decision. Such matters, except those waived as provided for in Section 14.12, shall, after initial decision by the Architect or 30 days after submission of the matter to the Architect, be subject to mediation as a condition precedent to binding dispute resolution.

#### § 14.3 Notice of Claims

Claims by either the Owner or Vendor shall be initiated by notice to the other party in accordance with Section 1.11.2.

Init.

#### § 14.4 Time Limits on Claims

The Owner and Vendor shall commence all claims and causes of action against the other and arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in this Agreement, whether in contract, tort, breach of warranty, or otherwise, within the period specified by applicable law, but in any case not more than 10 years after the date of completion of the Work. The Owner and Vendor waive all claims and causes of action not commenced in accordance with this Section 14.4.

§ 14.5 If a claim, dispute, or other matter in question relates to or is the subject of a mechanic's lien, the party asserting such matter may proceed in accordance with applicable law to comply with the lien procedures, including notice or filing deadlines.

§ 14.6 The parties shall endeavor to resolve their disputes by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with their Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 14.7 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association, in accordance with the Construction Industry Arbitration Rules in effect on the date of this Agreement. Demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 14.8 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 14.9 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, any party to an arbitration may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a Claim not described in the written Consent.

§ 14.10 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

#### § 14.11 Continuing Contract Performance

Pending final resolution of a Claim, except as otherwise agreed in writing, the Vendor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

#### § 14.12 Waiver of Claims for Consequential Damages

The Vendor and Owner waive claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and

- .2 damages incurred by the Vendor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business, and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages. Nothing contained in this Section 14.12 shall be deemed to preclude an assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

**ARTICLE 15 ENUMERATION OF CONTRACT DOCUMENTS**

§ 15.1 The Contract Documents are defined in Article 1 and, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 15.2 The Agreement is this executed AIA Document A151™-2019, Standard Form of Agreement Between Owner and Vendor for Furniture, Furnishings, and Equipment.

§ 15.3 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below: *(Insert the date of the E203-2013 incorporated into this Agreement.)*

§ 15.4 The Specifications:  
*(Either list the Specifications here or refer to an exhibit attached to this Agreement.)*

| Section | Title | Date | Pages |
|---------|-------|------|-------|
|---------|-------|------|-------|

§ 15.5 The Drawings:  
*(Either list the Drawings here or refer to an exhibit attached to this Agreement.)*

| Number | Title | Date |
|--------|-------|------|
|--------|-------|------|

§ 15.6 The Addenda, if any:

| Number | Date | Pages |
|--------|------|-------|
|--------|------|-------|

Portions of Addenda relating to quotations or proposal requirements are not part of the Contract Documents unless the quotation or proposal requirements are enumerated in this Article 15.

§ 15.7 Additional documents, if any, forming part of the Contract Documents:

- .1 Other Exhibits:  
*(Check all boxes that apply.)*

[ ] The Sustainability Plan:

| Title | Date | Pages |
|-------|------|-------|
|-------|------|-------|

[ ] Supplementary and other Conditions of the Contract:

| Document | Title | Date | Pages |
|----------|-------|------|-------|
|----------|-------|------|-------|

- .2 Other documents, if any, listed below:  
(List here any additional documents that are intended to form part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
**OWNER** (Signature)

\_\_\_\_\_  
**VENDOR** (Signature)

\_\_\_\_\_  
(Printed name and title)

\_\_\_\_\_  
(Printed name and title)

## ***Additions and Deletions Report for AIA® Document A151™ – 2019***

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 11:46:03 ET on 03/03/2020.

*There are no differences.*

## **Certification of Document's Authenticity**

**AIA® Document D401™ – 2003**

I, \_\_\_\_\_, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 11:46:03 ET on 03/03/2020 under Order No. 3701447273 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A151™ – 2019, Standard Form of Agreement between Owner and Vendor for Furniture, Furnishings, and Equipment (FF&E) , as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

\_\_\_\_\_  
*(Signed)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Dated)*

# **CONDITIONS OF THE CONTRACT**



# AIA<sup>®</sup> Document A251<sup>™</sup> – 2007

## ***General Conditions of the Contract for Furniture, Furnishings and Equipment***

**for the following PROJECT:**

*(Name, location, and brief description)*

**THE OWNER:**

*(Name, legal status, address and other information)*

**THE ARCHITECT:**

*(Name, legal status, address and other information)*

**ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

### TABLE OF ARTICLES

|    |  |
|----|--|
| 1  | GENERAL PROVISIONS                                 |
| 2  | OWNER  |
| 3  | VENDOR   |
| 4  | TITLE AND RISK OF LOSS                             |
| 5  | DELIVERY AND INSTALLATION                          |
| 6  | ACCEPTANCE   |
| 7  | WARRANTIES   |
| 8  | PAYMENT  |
| 9  | ARCHITECT  |
| 10 | RELATED ACTIVITIES OF OWNER OR OF SEPARATE VENDORS |
| 11 | TIME   |
| 12 | PROTECTION OF PERSONS AND PROPERTY                 |
| 13 | INSURANCE  |

Init.

14 MISCELLANEOUS PROVISIONS

15 CLAIMS AND DISPUTES

**ARTICLE 1 GENERAL PROVISIONS**

**§ 1.1 BASIC DEFINITIONS**

**§ 1.1.1** The Contract Documents. The Contract Documents are enumerated in the Agreement between the Owner and Vendor (hereinafter the Agreement), and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. Unless specifically enumerated in the Agreement, the Contract Documents do not include other documents such as the request for quotation or the Vendor's quotation.

**§ 1.1.2 Modification.** A Modification is (1) a written amendment to the Contract signed by both parties or (2) a written order for a minor change in the Work issued by the Architect.

**§ 1.1.3 The Contract.** The Contract Documents form the Contract for Furniture, Furnishings and Equipment. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Architect and the Vendor; (2) between the Owner and a sub-vendor; (3) between the Owner and the Architect or the Architect's consultants; or (4) between any persons or entities other than the Owner and the Vendor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

**§ 1.1.4 The Work.** The term "Work" means the fabrication, shipping, warehousing, delivery, installation and all other labor, materials and activities required of the Vendor. The Work may constitute the whole or a part of the Project with regard to the furniture, furnishings and equipment required by the Contract Documents.

**§ 1.1.5 The Project.** The Project is the total construction and installation of which the Work performed under the Contract may be the whole or a part. Other vendors and contractors under separate agreements with the Owner may concurrently perform construction or other activities for the Project.

**§ 1.1.6 The Drawings.** The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

**§ 1.1.7 The Specifications.** The Specifications are that portion of the Contract Documents consisting of the written requirements for furniture, furnishings, equipment, systems, quality and workmanship standards for the Work.

**§ 1.1.8 Instruments of Service.** Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

**§ 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS**

**§ 1.2.1** The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Vendor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Vendor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

**§ 1.2.2** Unless otherwise stated in the Contract Documents, words that have well-known technical or furniture, furnishings and equipment industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.2.3 Terms capitalized in these General Conditions include those which are (1) specifically defined, (2) the titles of numbered articles and identified references to Sections in the document or (3) the titles of other documents published by the American Institute of Architects.

### § 1.3 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

§ 1.3.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory and other reserved rights, including copyrights. The Vendor, sub-vendors and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.3.2 The Vendor, sub-vendors and suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Vendor, sub-vendors and suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants.

### § 1.4 TRANSMISSION OF DATA IN DIGITAL FORM

If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

## ARTICLE 2 OWNER

### § 2.1 GENERAL

The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 9.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

### § 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

§ 2.2.1 Unless otherwise provided in the Contract Documents, the Owner shall provide

- .1 areas of the Project premises that the Vendor may utilize in the performance of the Work;
- .2 access to the premises for the Vendor at reasonable times;
- .3 suitable space for receipt, inspection, acceptance and staging of materials, furniture, furnishings and equipment;
- .4 temporary utilities and facilities on the premises and vertical transportation necessary for progress and execution of the Work; and
- .5 security normal for the Project premises.

§ 2.2.2 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall furnish any other information or services under the Owner's control and relevant to the Vendor's performance of the Work with reasonable promptness after receiving the Vendor's written request for such information or services.

## ARTICLE 3 VENDOR

### § 3.1 GENERAL

§ 3.1.1 The Vendor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The term "Vendor" means the Vendor or the Vendor's authorized representative.

§ 3.1.2 The Vendor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Vendor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract or by tests, inspections or approvals required or performed by persons or entities other than the Vendor.

### **§ 3.2 REVIEW OF CONTRACT DOCUMENTS AND INSPECTION OF PROJECT PREMISES BY VENDOR**

**§ 3.2.1** Execution of the Contract by the Vendor is a representation that the Vendor has visited the Project premises or, if the Project premises have not yet been constructed, has reviewed the documents pertaining thereto; has become familiar with local conditions under which the Work is to be performed and information relative to access to and use of the Project premises, as provided by the Owner under Section 2.2; and has correlated personal observations with requirements of the Contract Documents.

**§ 3.2.2** Because the Contract Documents are complementary, the Vendor shall, before starting each portion of the Work, (1) carefully study and compare the various Drawings and other Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.1; (2) take field measurements of any existing conditions related to that portion of the Work; and (3) observe any conditions of the access route or on the Project premises affecting the Work. These obligations are for the purpose of facilitating delivery and installation by the Vendor and are not for the purpose of discovering errors, omissions or inconsistencies in the Contract Documents; however, the Vendor shall report promptly to the Architect any errors, inconsistencies or omissions discovered or made known to the Vendor as a request for information in such form as the Architect may require. It is recognized that the Vendor's review of the Contract Documents is made in the Vendor's capacity as a Vendor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

**§ 3.2.3** The Vendor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Vendor shall report promptly to the Architect any nonconformity discovered by or made known to the Vendor as a request for information in such form as the Architect may require.

**§ 3.2.4** In addition to the Vendor's representations under Section 3.2.1, the Vendor shall, prior to shipment, delivery and installation, visit and inspect the Project premises in order to confirm the conditions under which the Work is to be performed; verify the stage of completion of the premises and the Project; determine availability of facilities for access, delivery, transportation and staging area; determine the physical and environmental restrictions imposed by the Owner and the condition of the premises and separate vendors; and correlate these observations with the requirements of the Contract Documents. The Vendor shall promptly report to the Owner conditions observed during such inspection or thereafter that would impede the Vendor's performance of the Work.

**§ 3.2.5** If the Vendor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Vendor's notices or requests for information pursuant to Sections 3.2.2, 3.2.3 and 3.2.4, the Vendor shall make Claims as provided in Article 15. If the Vendor fails to perform the obligations of Sections 3.2.2, 3.2.3, or 3.2.4, the Vendor shall pay such costs and damages to the Owner as would have been avoided if the Vendor had performed such obligations.

### **§ 3.3 SUPERVISION OF THE WORK**

**§ 3.3.1** The Vendor shall supervise and direct the Work, using the Vendor's best skill and attention. The Vendor shall be solely responsible for and have control over the means, methods, techniques, sequences and procedures of fabrication, shipment, delivery and installation, and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters.

**§ 3.3.2** The Vendor shall be responsible to the Owner for acts and omissions of the Vendor's employees, sub-vendors and their agents and employees, and other persons or entities performing or providing portions of the Work to, for or on behalf of, the Vendor or any of its sub-vendors.

**§ 3.3.3** The Vendor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition for subsequent Work.

### **§ 3.4 LABOR AND MATERIALS**

**§ 3.4.1** Unless otherwise provided in the Contract Documents, the Vendor shall provide and pay for labor, materials, furniture, furnishings and equipment, tools, installation equipment and machinery, delivery, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated into the Work.

**§ 3.4.2** The Vendor shall not make substitutions until after evaluation by the Architect and approval by the Owner.

Init.

**§ 3.4.3** The Vendor shall enforce strict discipline and good order among the Vendor's employees and other persons carrying out the Work. The Vendor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

### **§ 3.5 TAXES**

The Vendor shall pay all required sales, consumer, use and similar taxes for the Work provided by the Vendor.

### **§ 3.6 PERMITS, FEES NOTICES, AND COMPLIANCE WITH LAWS**

**§ 3.6.1** Unless otherwise provided in the Contract Documents, the Vendor shall secure and pay for permits, fees, licenses and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required as of that date.

**§ 3.6.2** The Vendor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

**§ 3.6.3** If the Vendor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Vendor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

### **§ 3.7 SUPERINTENDENT**

The Vendor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project premises during performance of the Work. The superintendent shall represent the Vendor, and communications given to the superintendent shall be as binding as if given to the Vendor.

### **§ 3.8 VENDOR'S SCHEDULES**

**§ 3.8.1** The Vendor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Vendor's progress schedule for the Work. The schedule shall not exceed time limits established in the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and the Project, shall be related to the Project and related Work to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

**§ 3.8.2** The Vendor's progress schedule shall indicate dates for commencement and completion of phases of the Work, within the Contract Time, including dates for order placement, fabrication, shipping, delivery and installation. The schedule shall indicate other critical dates, such as deadlines for approval of submittals of colors, finishes, fabrics and other materials. The Vendor shall obtain and submit for the Owner's and the Architect's information written confirmation from sub-vendors of dates of fabrication and delivery.

**§ 3.8.3** The Vendor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall 1) be coordinated with the Vendor's progress schedule, and 2) allow the Architect reasonable time to review submittals. If the Vendor fails to submit a submittal schedule, the Vendor shall not be entitled to any increase in Contract Sum or extension of contract completion time based on the time required for review of submittals.

**§ 3.8.4** The Vendor shall perform the Work in accordance with the most recent schedules submitted to the Owner and Architect.

**§ 3.8.5** The Vendor shall cooperate with the Owner and Architect in coordinating the Vendor's progress schedule with those of separate Vendors and with the requirements of the Owner and Architect. The Vendor shall cooperate in determining mutually acceptable dates and times for delivery, installation and inspection of the Work, and use of services and facilities provided to the Vendor, all to be confirmed in writing within a reasonable time in advance of such dates and times.

### **§ 3.9 DOCUMENTS FOR THE OWNER'S RECORDS**

The Vendor shall maintain for the Owner one copy of the Drawings, Specifications, Addenda and other Modifications, in good order and marked currently to indicate field changes and selections made during performance of the Work, and

Init.

one copy of approved Shop Drawings, Product Data and similar required submittals. These shall be available to the Architect and shall be delivered to the Owner upon completion of the Work as a record of the Work installed.

### **§ 3.10 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES**

**§ 3.10.1** Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Vendor or a sub-vendor to illustrate some portion of the Work.

**§ 3.10.2** Product Data are manufacturer's illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Vendor to illustrate materials or equipment for some portion of the Work.

**§ 3.10.3** Shop Drawings, Product Data and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Vendor proposes to conform to the information given and the design concept expressed in the Contract Documents. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. The Architect may return without action submittals that are not required by the Contract Documents.

**§ 3.10.4** The Vendor shall review for compliance with the Contract Documents, and approve and submit to the Architect, Shop Drawings, Product Data and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submitted schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate vendors.

**§ 3.10.5** By submitting Shop Drawings, Product Data and similar submittals, the Vendor represents to the Owner and Architect that the Vendor has (1) reviewed and approved them, and (2) determined and verified materials, field measurements and field installation criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

**§ 3.10.6** The Vendor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data or similar submittals until the respective submittal has been approved by the Architect.

**§ 3.10.7** The Work shall be in accordance with approved submittals, except that the Vendor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data or similar submittals unless the Vendor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work or (2) a Modification to the Contract has been approved authorizing the deviation. The Vendor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data or similar submittals by the Architect's approval.

**§ 3.10.8** The Vendor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

**§ 3.10.9** Samples, once approved, constitute an express warranty that the goods will conform to the sample.

**§ 3.10.10** When professional certification of performance criteria for furniture, furnishings and equipment is required by the Contract Documents, the Architect shall be entitled to rely upon the accuracy and completeness of such certifications.

### **§ 3.11 CLEANING UP**

**§ 3.11.1** The Vendor shall keep the premises and surrounding area free from accumulation of waste materials and other debris created by operations under the Contract. At completion of the Work, the Vendor shall remove waste materials and other debris created by the Vendor's activities, the Vendor's tools, construction equipment, machinery and surplus materials from and about the Project.

§ 3.11.2 If the Vendor fails to clean up as provided in the Contract Documents, the Owner may do so, and the Owner shall be entitled to reimbursement from the Vendor for the cost thereof.

### § 3.12 INDEMNIFICATION

§ 3.12.1 To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Vendor, a sub-vendor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Section 3.12.

§ 3.12.2 In claims against any person or entity indemnified under this Section 3.12 by an employee of the Vendor, a sub-vendor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.12.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Vendor or a sub-vendor under workers' compensation acts, disability benefit acts or other employee benefit acts.

### ARTICLE 4 TITLE AND RISK OF LOSS

§ 4.1 Title to all furniture, furnishings and equipment shall be transferred to the Owner upon acceptance by the Owner pursuant to Section 6.2 or upon payment in full to the Vendor, whichever occurs first.

§ 4.2 The risk of loss, with respect to all furniture, furnishings and equipment provided by the Vendor, shall remain on the Vendor until acceptance by the Owner pursuant to Section 6.2 of the furniture, furnishings and equipment, or designated portion thereof.

§ 4.3 The Owner shall be under no obligation to insure furniture, furnishings or equipment that does not conform to the Contract Documents or that the Owner has rejected. Under such circumstances, the risk of loss shall remain with the Vendor.

### ARTICLE 5 DELIVERY AND INSTALLATION

§ 5.1 The Vendor shall make delivery of all furniture, furnishings and equipment in accordance with the Vendor's progress schedule or at a time agreed upon by the Owner and Architect.

§ 5.2 The Vendor shall become fully informed of the conditions relating to delivery, installation and labor under which the Vendor's Work will be performed. The Vendor shall employ the labor, and means and methods of carrying out the Vendor's Work as the conditions require.

§ 5.3 Delivery and installation of all furniture, furnishings and equipment shall be made to the location of the Project, as specified in the Contract Documents. Installation of furniture, furnishings and equipment shall include testing as required by the Contract Documents.

§ 5.4 The Vendor shall consult with the Owner to identify a route to be used within the Project premises from the point of initial delivery at the Project premises to the place of final placement or installation. After its selection, the route shall be made available to the Vendor for delivery of furniture, furnishings and equipment as provided in Section 5.1 and Section 5.2.

§ 5.5 The Vendor shall, within a reasonable time prior to delivery, provide the Owner with schedules for access and arrange for the use of elevators and unloading facilities.

§ 5.6 When the Vendor considers installation of all or a designated portion of the furniture, furnishings or equipment required by the Contract Documents to be complete, the Vendor shall advise the Owner and Architect in writing.

Init.

## ARTICLE 6 ACCEPTANCE

§ 6.1 Prior to the tender of delivery by the Vendor, the Owner may conduct a preliminary inspection of the furniture, furnishings and equipment upon delivery for the purpose of verifying the delivery of such furniture, furnishings or equipment, including quantities. Such preliminary inspections shall not constitute acceptance of, taking charge over or control of such furniture, furnishings or equipment. Any defects, damage, deficiencies or nonconformity discovered by the Owner shall be reported to the Vendor.

§ 6.2 Upon completion of installation pursuant to Section 5.6, the Owner, with the assistance of the Architect, shall conduct an acceptance inspection. If the Owner determines that the furniture, furnishings and equipment comply with the requirements of the Contract Documents, the Owner shall notify the Vendor that the furniture, furnishings and equipment have been accepted. If the Owner determines that all or any portion of the furniture, furnishings or equipment do not conform to the requirements of the Contract Documents, the Owner shall reject such nonconforming portion by notifying the Vendor in writing of such rejection.

§ 6.3 If the Owner rejects all or any portion of the delivery, the Owner shall notify the Vendor within a reasonable time, which shall not be more than 30 days after the date of the inspection performed pursuant to Section 6.2. The notice shall include the specific basis for the Owner's rejection.

§ 6.4 If the Owner rejects all or any portion of the delivery, the Owner shall hold the rejected portion for a reasonable time to permit the Vendor to remove it from the Project premises.

§ 6.5 Upon rejection by the Owner, the Vendor shall have 30 days to provide acceptable evidence of arrangements to remedy the basis for rejection. If the Vendor remedies the basis for rejection, the Vendor shall notify the Owner in writing. The Owner shall have an additional period of time to conduct an acceptance inspection of the previously rejected furniture, furnishings or equipment. If the Owner agrees to accept the furniture, furnishings or equipment, the Owner shall so notify the Vendor in writing. If the Owner rejects the tender of such furniture, furnishings or equipment, the Owner shall notify the Vendor within a reasonable time, which shall not be more than 30 days. Such notice shall include the specific basis for rejection. Upon rejection, the Vendor shall remove the rejected furniture, furnishings or equipment from the Project premises.

§ 6.6 If furniture, furnishings or equipment that have been previously accepted are found not to comply with the requirements of the Contract Documents, the Owner shall be entitled to revoke acceptance so long as the Vendor does not suffer actual prejudice by virtue of the Owner's prior acceptance of such furniture, furnishings or equipment. Such revocation of acceptance shall be made by giving prompt notice to the Vendor. In such event, the Vendor shall proceed in accordance with Section 6.5.

§ 6.7 The provisions of this Article 6 do not preclude recovery of damages as provided by law.

## ARTICLE 7 WARRANTIES

§ 7.1 The Vendor expressly warrants to the Owner and Architect that the Work complies with the requirements of the Contract Documents. The Vendor further warrants that the Owner shall receive the benefit of standard manufacturer's warranties and guarantees applicable to the Work.

§ 7.2 The Vendor provides to the Owner and Architect all warranties relating to the furniture, furnishings and equipment implied by law, including but not limited to the warranty of merchantability.

§ 7.3 The Vendor acknowledges that no exclusion of or limitation on warranties contained in any proposal, product literature or other submittal shall affect the warranties provided pursuant to Sections 7.1 and 7.2.

## ARTICLE 8 PAYMENT

§ 8.1 Before the first application for payment, the Vendor shall submit to the Owner a quotation schedule showing the values allocated to each quotation for portions of the Work. The Vendor's quotation schedule shall be accompanied by a certified statement from the Vendor prepared in such form and supported by such data to substantiate its accuracy as the Owner may require. This schedule, when approved by the Owner, shall be submitted with each application for payment and shall be used as a basis for reviewing the Vendor's applications for payment.

§ 8.2 When payment is due pursuant to the payment terms of the Agreement, the Vendor shall submit to the Owner an itemized application for payment. Such application shall be notarized, if required by the Contract Documents, and supported by such data substantiating the Vendor's right to payment as the Owner may require, such as copies of bills of lading or requisitions from sub-vendors and equipment suppliers.

## ARTICLE 9 ARCHITECT

### § 9.1 GENERAL

The Owner shall retain an architect lawfully licensed to practice architecture or an entity lawfully practicing architecture in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

### § 9.2 ADMINISTRATION OF THE CONTRACT

§ 9.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during performance of the Work until final payment is due. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents, unless otherwise modified in writing in accordance with other provisions of the Contract.

§ 9.2.2 The Architect will assist the Owner in coordinating schedules for fabrication, delivery and installation of the Work, but will not be responsible for failure of the Vendor or a sub-vendor to meet schedules for completion or to perform their respective duties and responsibilities in conformance with such schedules.

§ 9.2.3 The Architect will visit the Project premises at intervals appropriate to the stage of the Vendor's operations, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed; and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous inspections at the Project premises to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for, the means, methods, techniques, and sequences or procedures of fabrication, shipment, delivery or installation, or for the safety precautions and programs in connection with the Work, since these are solely the Vendor's rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.

§ 9.2.4 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Vendor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall not have control over, charge of, or responsibility for acts or omissions of the Vendor, sub-vendors, their agents or employees, or any other persons or entities performing portions of the Work.

§ 9.2.5 The Architect has authority to order minor changes in the Work not involving an adjustment in the Contract Sum or an extension of the completion time, and not inconsistent with the intent of the Contract Documents. Such changes shall be effected by written order and shall be binding on the Owner and Vendor. The Vendor shall carry out such written orders promptly.

§ 9.2.6 Unless otherwise provided, the Architect's authority shall not extend to the receipt, inspection or acceptance on behalf of the Owner of furniture, furnishings and equipment at the time of their delivery to the Project premises and subsequent installation. The Architect is not authorized to reject nonconforming Work, stop the Work or terminate the Contract.

§ 9.2.7 The Architect may recommend to the Owner rejection of Work that does not conform to the Contract Documents. A recommendation by the Architect made in good faith shall not give rise to a duty or responsibility of the Architect to the Owner, Vendor, sub-vendors, their agents or employees, or other persons or entities performing portions of the Work.

## **ARTICLE 10 RELATED ACTIVITIES OF OWNER OR OF SEPARATE VENDORS**

### **§ 10.1 OWNER'S RIGHT TO PERFORM RELATED ACTIVITIES AND TO AWARD SEPARATE CONTRACTS**

**§ 10.1.1** The Owner reserves the right to perform activities related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other activities at the Project premises. If the Vendor claims that such action by the Owner involves delay or additional cost, the Vendor shall make such Claim as provided in Article 15.

**§ 10.1.2** When separate contracts are awarded for different portions of the Project or other activities at the Project premises, the term "Vendor" in the Contract Documents in each case shall mean the vendor who executes each separate Owner-Vendor Agreement.

**§ 10.1.3** The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate vendor with the Work of the Vendor, who shall cooperate with them. The Vendor shall participate with other separate vendors and the Owner in reviewing their progress schedules. The Vendor shall make any revisions to the progress schedule deemed necessary after a joint review and mutual agreement. The progress schedules shall then constitute the schedules to be used by the Vendor, separate vendors and the Owner until subsequently revised.

**§ 10.1.4** Unless otherwise provided in the Contract Documents, when the Owner performs activities related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Vendor under the Contract, including, without excluding others, those stated in this Article 10, and in Article 3, Article 12 and Article 13 herein.

### **§ 10.2 MUTUAL RESPONSIBILITY**

**§ 10.2.1** The Vendor shall afford the Owner and separate vendors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Vendor's activities with theirs as required by the Contract Documents.

**§ 10.2.2** If part of the Vendor's Work depends for proper execution or results upon activities by the Owner or a separate vendor, the Vendor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects resulting from their activities that would impede the Vendor in achieving proper execution and results. If the Vendor fails to report discrepancies or defects reasonably discoverable, it shall be responsible for deficiencies or defects in its Work due to such deficiencies or defects.

**§ 10.2.3** The Vendor shall reimburse the Owner for costs the Owner incurs that are payable to a separate vendor because of the Vendor's delays, improperly timed activities or other damage to the Work of a separate vendor. The Owner shall be responsible to the Vendor for costs the Vendor incurs because of the delays, improperly timed activities or damage to the Work caused by a separate vendor.

**§ 10.2.4** The Vendor shall promptly remedy damage it wrongfully causes to property of the Owner or separate vendors as provided in Section 12.2.4.

### **§ 10.3 OWNER'S RIGHT TO CLEAN UP**

If a dispute arises among the Vendor, separate vendors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and, with the Architect's assistance, allocate the cost among those responsible.

## **ARTICLE 11 TIME**

### **§ 11.1 DEFINITION OF DAY**

The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

### **§ 11.2 PROGRESS AND COMPLETION**

**§ 11.2.1** Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Vendor confirms that the completion date stated in the Contract Documents provides a reasonable period for performing the Work.

**§ 11.2.2** The Vendor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the Project premises prior to the effective date of insurance required by Article 13 to be

furnished by the Vendor and the Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.

**§ 11.2.3** The Vendor shall proceed expeditiously with adequate forces and shall achieve completion by the mutually agreed upon completion date.

### **§ 11.3 DELAYS AND EXTENSIONS OF TIME**

**§ 11.3.1** If the Vendor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Vendor's control; or by delay authorized by the Owner pending mediation and arbitration; or by other causes which the Architect determines may justify delay, the completion date shall be extended by mutual agreement between the Owner and the Vendor.

### **§ 11.3.2 CONFORMANCE TO AGREED-UPON SCHEDULES**

**§ 11.3.2.1** The Owner shall cooperate and coordinate its activities with the agreed-upon critical dates identified in the Vendor's progress schedule provided under Section 3.8.2.

**§ 11.3.2.2** The Owner shall be responsible for costs the Vendor incurs, such as demurrage, warehousing, and storage or delivery charges, that are due to the Owner's failure to conform to the mutually agreed-upon progress schedule for the Work; to the Owner's failure, without justification, to accept delivery or final installation of furniture, furnishings and equipment; or to any other delays for which the Owner is responsible.

**§ 11.3.3** Claims relating to time shall be made in accordance with applicable provisions of Article 15.

**§ 11.3.4** This Section 11.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

## **ARTICLE 12 PROTECTION OF PERSONS AND PROPERTY**

### **§ 12.1 SAFETY PRECAUTIONS AND PROGRAMS**

The Vendor shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

### **§ 12.2 SAFETY OF PERSONS AND PROTECTION OF PROPERTY**

**§ 12.2.1** The Vendor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials, furniture, furnishings and equipment to be incorporated therein, whether in storage on or off the Project premises, under care, custody or control of the Vendor or sub-vendors; and
- .3 other property at the Project premises or adjacent thereto, including property of the Owner, separate vendors or other persons, whether or not completed or installed.

**§ 12.2.2** The Vendor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

**§ 12.2.3** When use or storage of flammable, volatile or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Vendor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

**§ 12.2.4** The Vendor shall promptly remedy damage and loss to property, other than damage to the Work, caused in whole or in part by the Vendor or anyone directly or indirectly employed by the Vendor, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Vendor.

## **ARTICLE 13 INSURANCE**

### **§ 13.1 VENDOR'S LIABILITY INSURANCE**

**§ 13.1.1** The Vendor shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Vendor from claims set forth below which may arise out of or result from the Vendor's operations and completed operations under the Contract and for which the Vendor may be legally liable, whether such operations be by the Vendor, by a sub-vendor, by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- .1 Claims under workers' compensation, disability benefit and other similar employee benefit acts which are applicable to the Work to be performed;
- .2 Claims for damages because of bodily injury, occupational sickness or disease, or death of the Vendor's employees;
- .3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Vendor's employees;
- .4 Claims for damages insured by usual personal injury liability coverage;
- .5 Claims for damages, other than to the Work itself, because of injury to, or destruction of, tangible property, including loss of use resulting therefrom;
- .6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- .7 Claims for bodily injury or property damage arising out of completed operations;
- .8 Claims involving contractual liability insurance applicable to the Vendor's obligations under Section 3.12.1; and
- .9 Claims for products liability and completed-operations insurance.

**§ 13.1.2** The insurance required by Section 13.1.1 shall be written for not less than the limits of liability specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the Work until the date of final payment and termination of any coverage required to be maintained after final payment, and with respect to the Contractor's completed operations coverage, until the expiration of the period specified in the Contract Documents.

**§ 13.1.3** Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by Section 13.1.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage including coverage for completed operations shall be submitted with the final application for payment and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 13.1.2. The Vendor shall provide information concerning reduction of coverage on account of revised limits or claims paid under the general aggregate, or both, with reasonable promptness.

## **ARTICLE 14 MISCELLANEOUS PROVISIONS**

### **§ 14.1 GOVERNING LAW**

This Agreement shall be considered to be for sale of goods and shall be governed by the Uniform Commercial Code (UCC) as adopted in the place where the Project is located. The Contract shall be governed by the law of the place where the Project is located, except, that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 9.6.

### **§ 14.2 SUCCESSORS AND ASSIGNS**

The Owner and Vendor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

## **ARTICLE 15 CLAIMS AND DISPUTES**

**§ 15.1 Definition.** A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Vendor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

**§ 15.1.1 Notice of Claims.** Claims by either party must be initiated by written notice to the other party within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

**§ 15.1.2 Continuing Contract Performance.** Pending final resolution of a Claim, the Vendor shall proceed diligently with performance of the Contract, and the Owner shall continue to make payments in accordance with the Contract Documents.

**§ 15.1.3 Claims for Consequential Damages.** The Vendor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Vendor for principal office expenses, including the compensation of personnel stationed there; for losses of financing, business and reputation; and for loss of profit, except anticipated profit arising directly from the Work. Nothing contained in this Section 15.1.3 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

## **§ 15.2 RESOLUTION OF CLAIMS AND DISPUTES**

Claims, including those alleging an error or omission by the Architect, shall be referred initially to the Architect. An initial recommendation in writing by the Architect, followed by negotiation of the parties, shall be required as a condition precedent to mediation, arbitration or litigation of all Claims between the Vendor and Owner arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the Architect with no recommendation having been made by the Architect.

## **§ 15.3 MEDIATION**

**§ 15.3.1** Any Claim arising out of or related to the Contract, except Claims relating to aesthetic effect and except those waived as provided for in Section 15.1.3, shall, after recommendation by the Architect or 30 days after submission of the Claim to the Architect, be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party.

**§ 15.3.2** The parties shall endeavor to resolve their Claims by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a demand for arbitration, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

**§ 15.3.3** The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

## **§ 15.4 ARBITRATION**

**§ 15.4.1** Any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

**§ 15.4.1.1** A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on such Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written

demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

**§ 15.4.2** The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

**§ 15.4.3** The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

**§ 15.4.4 CONSOLIDATION OR JOINDER**

**§ 15.4.4.1** Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

**§ 15.4.4.2** Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a Claim not described in the written consent.

**§ 15.4.4.3** The Owner and Vendor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Vendor under this Agreement.

## **Additions and Deletions Report for AIA® Document A251™ – 2007**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

**Note:** This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 11:44:48 ET on 03/03/2020.

*There are no differences.*

## **Certification of Document's Authenticity**

**AIA® Document D401™ – 2003**

I, \_\_\_\_\_, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 11:44:48 ET on 03/03/2020 under Order No. 3701447273 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A251™ – 2007, General Conditions of the Contract for Furniture, Furnishings and Equipment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

\_\_\_\_\_  
*(Signed)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Dated)*

## SUPPLEMENTARY CONDITIONS

### GENERAL CONDITIONS

- A. The work of this Contract shall comply with the American Institute of Architects Document AA251J-2007, *General Conditions of the Contract for Furniture, Furnishings and Equipment*,@ herein referred to as the General Conditions.

### SUPPLEMENTARY CONDITIONS

- A. The following Supplementary Conditions modify the above referenced General Conditions. Where a portion of the General Conditions is modified or deleted by the Supplementary Conditions, the remaining unaltered provisions shall remain in effect.

### ARTICLE 3 - VENDOR

#### **'3.5 TAXES**

Delete Subsection '3.5. and insert the following new Subsection in its place:

A'3.5. The Vendor shall include no amount for State Sales Tax or for Federal Excise Tax on products purchased for this Project. The Owner will furnish tax exemption number.@

#### **'3.6.1 PERMITS, FEES, AND NOTICES**

Add the following Sub-subsection to the end of Subsection 3.6.1:

A'3.6.1.1 The Town of New Fairfield will waive its fees for the permits and inspections for the proper execution and completion of the Work.@

### ARTICLE 5 - DELIVERY AND INSTALLATION

Add the following Subsection to 'Section 5.1:

A'5.1.1 All deliveries and installation of furniture, furnishings and equipment shall be conducted between **7:00 a.m. and 4:00 p.m.** weekdays only.@

### ARTICLE 7 - WARRANTIES

Add the following Subsection '7.1.1:

A'7.1.1 This warranty shall be in effect for a minimum of one year from the date of issuance of the Certificate of Substantial Completion for the Project or designated portions thereof and shall be in addition to, and not a substitute for, any other rights of Owner under the Contract Documents or existing in law.@

Add the following new Sections to Article 7:

**A'7.4** The Contractor shall submit copies of warranties, maintenance and operating manuals within two weeks following installation and prior to submitting any application for Final Payment.

**'7.5** The Contractor shall not charge the Owner for any shipping, boxing or restocking costs in the event that items must be returned for any reason. If items must be returned under warranty, the Contractor shall bear cost of boxing and shipping, both ways and if necessary, expedited shipment of items that may be required to be replaced immediately.@

## **ARTICLE 8 - PAYMENT**

Add the following to the end of 'Section 8.1:

A...Payment for materials suitably stored will be made on the condition of receipt of the following from the Contractor with each application on which such payment is being requested@

Add the following new Subsections to 'Section 8.1:

**A'8.1.1** Submit a separate quotation schedule for each Category.

**'8.1.2** Submittal of Bills of Sale (up to 85% of Bid Price for each item) in a form suitable to the Owner.

**'8.1.3** Statement by Contractor which confirms that items in Storage, for which payment is being sought, is protected by insurance coverage for total replacement value.

**'8.1.4** Statement by Contractor that payment includes cost of transportation to site and cost of installation in accordance with Contract Documents.

**'8.1.5** Contractor shall itemize daily storage charges separately for Owner's purposes.@

Add the following new Subsections to Section 8.2:

**A'8.2.1** Provide a separate invoice for each Category.

**A'8.2.2** Retainage will be a written requirement of the Agreement. Five percent (5%) of the amount due the Contractor will be retained by the Owner until installation is completed satisfactorily. This retainage shall be in addition to amounts due for any incomplete work or any work deemed unsuitable by the Architect.@

**A'8.2.3** Stipulated overhead and profit percentage amounts for Change Orders shall be a maximum of 20% allowable for State reimbursement. Documentation shall be submitted.@

## **ARTICLE 10 - RELATED ACTIVITIES OF OWNER OR OF SEPARATE VENDORS**

### **'10.2 MUTUAL RESPONSIBILITY**

Add the following clause to Subparagraph '10.2.4:

**A'10.2.4.1** If such separate contractor sues or initiates an arbitration proceeding against the Owner on account of any damage alleged to have been caused by the Contractor, the Owner shall notify the Contractor who shall defend such proceedings at the Contractor's expense, and if any judgement or award against the Owner arises therefrom the Contractor shall pay or satisfy it and shall reimburse the Owner for all attorney's fees and court or arbitration costs which the Owner has incurred.@

### **ARTICLE 13 - INSURANCE**

Add the following Sub-subsections and clauses to Subsection '13.1.2:

**A'13.1.2.1** The Contractor shall furnish a certificate of insurance to the Town of New Fairfield for the following insurance coverage within ten (10) days from Contract execution. All insurance coverage shall be written with an insurance company licensed to conduct business in the State of Connecticut. Insurance coverage shall remain in full force for the duration of the contract term, including any and all extensions, and shall name the town as an additional insured. Such certificate of insurance shall specify that the Town of New Fairfield will receive thirty (30) days notice of any cancellation, non-renewal or reduction in coverage and limits originally provided.

- a. Commercial General Liability including Premises-Operations, Independent Contractors, Blanket Contractual, Products and completed Operations, Broad Form Property Damage:

\$1,000,000 Each Occurrence  
\$2,000,000 Aggregate

Combined Single Limit for personal injury or property damage or both combined.

- b. Comprehensive Automobile Liability covering owned, non-owned, hired or leased vehicles.

\$1,000,000 Each Accident

Combined Single Limit for bodily injury or property damage or both combined.

- c. Workers Compensation insurance in accordance with Connecticut State Statutes.

Employers Liability Limit - \$100,000

**'13.1.2.2** The Contractor hereby agrees to indemnify, defend and hold harmless the Town of New Fairfield and its respective officers, employees, agents and/or servants, the Architect and the Architect's consultants, and The General Contractor against all demands, claims, actions or causes of actions, losses, damages, liabilities, court costs and reasonable attorney's fees, asserted against, resultant to, imposed upon or incurred by the Town of New Fairfield resulting from or arising out of :

- a. Any breach by Contractor of the terms of the bid specifications, or
- b. Any injuries (including death) sustained by or alleged to have been sustained by the

- officers, employees, agents and/or servants of the Town of New Fairfield or the Contractor or subcontractors or material men, or
- c. Any injuries (including death) sustained by or alleged to have been sustained by any member of the public or otherwise any or all persons, or
  - d. Any damage to property, real or personal, (including property of the Town of New Fairfield or its respective officers, agents and servants) caused in whole or in part by the acts or omissions of the Contractor or any subcontractor or any material men or anyone directly or indirectly employed by them while engaged in the performance of any work for the Town of New Fairfield.

**'13.1.2.3** The Town of New Fairfield and its respective officers, employees, agents and/or servants, the Architect and the Architect's consultants shall be named additional insured's on the Contractor's General Liability Insurance policy.@

Add the following new Section to Article 13:

**'13.2 SUPPLY BOND, PERFORMANCE BOND AND PAYMENT BOND**

**A'13.2.1** The Contractor shall furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder. Bonds may be obtained through the Contractor's usual source and the cost thereof shall be included in the Contract Sum. The amount of each bond shall be equal to 100 percent of the Contract Sum as a guarantee that the terms of the Contract shall be complied with in every particular.

**'13.2.2** The Contractor shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.

**'13.2.3** These bonds shall be issued from a surety company either licensed or approved by the State of Connecticut insurance Commissioner and which has a Best's rating of B+XI or better. These bonds shall clearly state that on default by the Contractor the surety company shall pay all payables associated with this job that are outstanding.@

**ARTICLE 15 - CLAIMS AND DISPUTES**

**'15.4 ARBITRATION**

Delete Section '15.4 and subsequent Subparagraphs in their entirety.

END OF  
SUPPLEMENTARY CONDITIONS



**DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS)**  
Office of School Construction Grants & Review (OSCG&R)

**CURRENT PREVAILING WAGE RATES**

FORM SCG-6000

**IN COMPLIANCE WITH SECTION 31-53 OF THE  
CONNECTICUT GENERAL STATUTES (C.G.S.)**

**SHALL BE INSERTED**

**PRIOR TO RELEASE OF DOCUMENTS  
For BID or PROCUREMENT**

**ANNUAL ADJUSTMENT OF WAGE RATES**

**WILL BE AS REQUIRED**

**PER C.G.S. SECTION 31-55a**

If you have questions regarding wages and workplace standards refer to the Department of Labor website: <http://www.ctdol.state.ct.us> or call 860-263-6000

**DIVISION 1 – GENERAL  
REQUIREMENTS**

SECTION 010100

PROJECT CONDITIONS & PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. The general provisions of the Contract, including General and Supplementary Conditions, apply to the work of this Section.

1.2 SUMMARY:

- A. This Section includes:
  - 1. Description of the work.
  - 2. Delivery, storage and handling of furniture, furnishings, and equipment.
  - 3. Installation and assembly of furniture, furnishings, and equipment.
  - 4. Vendor's use of the premises.
  - 5. Operating and maintenance instructions.
  - 6. Code compliance.

1.3 DESCRIPTION OF THE WORK:

- A. The work includes providing Technology Equipment for the New Fairfield High School, New Fairfield, Connecticut, as required by this Project Manual.

1.4 DELIVERY, STORAGE AND HANDLING:

- A. Vendor shall receive all items at his warehouse or place of business and transport to Project site by his own means. No drop shipping directly to the site will be permitted.
  - 1. Vendor shall have personnel available on site to receive and unload equipment. General Contractor nor School Department personnel will not be available to receive and/or unload furniture, furnishings, or equipment.
  - 2. Vendor shall notify Architect of all deliveries a minimum of 72 hours prior to scheduled delivery.
  - 3. Vendor shall have shipper include "Item #'s" on shipping manifest corresponding to Item Data Sheet.
- B. Vendor shall provide storage for furniture, furnishings, or equipment until items are delivered and installed at the Project site.
  - 1. If Construction Completion date is delayed, the Vendor shall provide storage for furniture, furnishings, or equipment for up to an additional 30 calendar days at no additional cost to the Owner.

- C. Delivery to the site and on-site installation operations shall occur between August 10, 2023 and August 24, 2023, during the hours from 7:00 a.m. and 4:00 p.m. weekdays. Request for deliveries at other times (evenings, holidays and weekends) shall be made at least 4 days prior to the proposed delivery.

**1.5 INSTALLATION AND ASSEMBLY:**

- A. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.
1. Attendees: Installer and representatives of manufacturers and vendors involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect, Construction Manager of scheduled meeting dates.
  2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
    - a. Contract Documents.
    - b. Purchases.
    - c. Deliveries.
    - d. Submittals.
    - e. Possible conflicts.
    - f. Compatibility requirements.
    - g. Time schedules.
    - h. Manufacturer's written instructions.
    - i. Warranty requirements.
    - j. Acceptability of substrates.
    - k. Temporary facilities and controls.
    - l. Space and access limitations.
    - m. Installation procedures.
    - n. Coordination with other work.
    - o. Required performance results.
    - p. Protection of adjacent work.
    - q. Protection of construction and personnel.
  3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
  4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
- B. All items shall be located or placed by the Vendor in accordance with the installation drawings which will be issued by Architect, or the direction of the Owner.
- C. All items shall be fully assembled, erected, fastened, connected and otherwise prepared for use in accordance with the manufacturer's directions, and/or in accordance with the instructions, directions, and Drawings of the Architect.

- D. All drawers, drawer slides, doors, hinges, locks, catches, latches, slides and other moving parts of all items specified herein shall be fully fastened, lubricated and adjusted for free and proper operation.
- E. All furniture, furnishings, and equipment shall be free from defect or fault, hidden or concealed.
- F. All furniture, furnishings, and equipment, after placement, shall be clean, free of dust, packing marks, tape, tape marks and shall be treated with such oil, polish, or other preparation as recommended by the manufacturer of that item.
- G. Adjustable and Moving Parts:
  - 1. All items equipped with adjustable glides or leveling devices shall be adjusted so they are level and true.
  - 2. All furniture and equipment having casters shall be checked to confirm that the casters are appropriate for the type of floor surfaces on which they are to be used, and that all casters are lubricated and free-wheeling.
  - 3. All equipment having height adjustment devices requiring Allen, Hex-head or set-screw wrenches, or other tools, shall be provided with such tools.
- H. All equipment having accessories shall have such accessories unfastened from shipping positions, and placed as appropriate for their use. All keys for locks shall be taped on equipment.
- I. All furnishings and equipment intended for permanent attachment to the building structure shall be so affixed. All adjustable and moving parts of such furnishings and equipment shall be lubricated and/or adjusted for free and proper operation.

**1.6 VENDOR'S USE OF THE PREMISES:**

- A. Vendor shall not be allowed to drive delivery vehicles onto sidewalks. Vehicles shall remain on paved driveways.
- B. Vendor shall use proper dollies or hand trucks to move items into the building.
- C. Vendor shall protect existing building components, including but not limited to floors, walls, doors and door frames, during process of making deliveries to and within the building.
  - 1. Vendor is responsible for damage to the existing facility, exclusive of pre-existing damaged conditions which have been previously identified to the Owner.
- D. Vendor shall be responsible for daily clean up and removal of all shipping and packing materials and for cleaning equipment once installed.

1.7 CODE REQUIREMENTS:

- A. In order to meet the needs of persons with disabilities, when applicable, all items shall comply with:
1. Current Connecticut **2018 State Building Code** including amendments to **2015 ICC/ANSI A117.1**;
  2. Section 504 of the Rehabilitation Act 1973 including **current ADA Standards for Accessible Design** and Section 504 Regulations; and
  3. Americans with Disabilities Act Title II including the **current ADA Standards for Accessible Design** and ADA Regulations.
- B. Accessible knee and toe clearance shall comply with **current ADA Standards for Accessible Design**, Section 306. Compliance with the current **Connecticut State Fire Safety Code** and current O.S.H.A. - Title 29/Labor is also required. The items shall include, but are not limited to fixtures, furnishings, equipment, workstations (including built-ins), laboratory fume hoods, darkroom equipment, welding stations, shop equipment, etc.
- C. The Aitems@ shall include, but are not limited to, fixtures, furnishing, equipment, workstations, (including built-ins), shop equipment, etc.
- D. Workstations, desks, appliances, etc.:

For **Adults**, both students and staff (Including for persons with disabilities). Provide product data sheets with manufacturer=s dimensions of knee and toe clearance (30"w, 27"h, 19" d) and height of tables, counters, and work surfaces (28" to 34" to top).

For **Children** (including children with disabilities). Provide product data sheets with manufacturer=s dimensions of knee and toe clearance (30"w, 24"h, 19" d) and height of tables, counters, and work surfaces (26" to 30" to top)

1.8 SECURE ATTACHMENT OF FF&E AND TECHNOLOGY ITEMS:

- A. To ensure proper attachment of Fixtures, Furnishings & Equipment items, including and Technology items, where Aitems@ are attached to wall, ceiling, overhead structure, floor and/or furniture component, Contractor shall provide information adequate for architect to verify those items, are attached securely and per manufacturer=s recommendations. Architect=s review may be implemented during submittal process.
- B. Contractor shall provide struts, hangers, fasteners, safety harnesses, channels, bolts, screws, rods, etc. to securely attach items to existing structure as required to meet field conditions and meet applicable codes.

1.9 USE OF EXISTING ELEVATORS:

- A. The Vendor will be permitted use of the elevator for delivery of furniture, furnishings and equipment during the delivery period.
- B. This elevator shall also be available to the Owner at all times; coordinate use with the Owner.
- C. Provide protective pads for the cab and maintain other appropriate protective measures for the entrance doors and frames.
- D. At Substantial Completion, restore the elevators used during construction to original condition. Replace worn cables, guide shoes and similar items of limited life.

1.10 OPERATING AND MAINTENANCE INSTRUCTIONS:

- A. Vendors shall Post electronic submittals as PDF electronic files directly to Architect's FTP site specifically established for Project.

END OF SECTION 010100

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General Conditions and other Division 1 Sections, apply to this Section.

1.2 SUMMARY:

- A. This Section includes:
  - 1. General Procedures to be used in administering Substantial and Final Completion of the Work.

1.3 SUBSTANTIAL COMPLETION:

- A. Preliminary Procedures: Before requesting inspection for certification of Substantial Completion, complete the following. List exceptions in the request.
  - 1. In the Application for Payment that coincides with, or first follows the date Substantial Completion is claimed, show 100 percent completion for the portion of the Work claimed as substantially complete. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.
  - 2. If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the Work is not complete.
  - 3. Advise Owner of pending insurance change-over requirements.
  - 4. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
  - 5. Deliver tools, spare parts, extra stock, and similar items.
  - 6. Complete final clean up requirements, including touch-up painting. Touch-up and otherwise repair and restore marred exposed finished.
- B. Inspection Procedures:
  - 1. On receipt of a request for inspection, the Architect will either proceed with inspection or advise the Vendor of unfilled requirements.
  - 2. The Architect will prepare the Certificate of Substantial Completion following inspection, or advise the Vendor of work that must be completed or corrected before the certificate will be issued.
  - 3. The Architect will repeat inspection when requested and assured that the Work has been substantially completed.

4. The Architect will invoice the Owner for services performed in inspections beyond the original inspection and the first reinspection. The Owner will, in turn, pass this cost on to the Vendor and require a "deduct" Change Order due to the Owner.
5. Results of the completed inspection will form the basis of requirements for final acceptance.

#### 1.4 FINAL ACCEPTANCE

- A. Preliminary Procedures: Before requesting inspection for certification of completion, submit the following. List exceptions in the request.
  1. Final payment request with releases and supporting documentation not previously submitted and accepted.
  2. Certificates of insurance for products and completed operations where required.
  3. Updated final statement, accounting for final additional changes to the Contract Sum.
  4. Certified copy of the Architect's final inspection list of items to be completed or corrected, stating that each item has been completed or otherwise resolved for acceptance, and that the list has been endorsed and dated by the Architect.
  5. Consent of surety to final payment.
  6. Evidence of final, continuing insurance coverage complying with insurance requirements.
- B. Reinspection Procedure:
  1. The Architect will reinspect the Work upon receipt of written notice from the Vendor that the Work, including inspection list items from earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Architect.
  2. Upon completion of reinspection, the Architect will prepare a certificate of final acceptance, or advise the Vendor of Work that is incomplete or of obligations that have not been fulfilled but are required for final acceptance.
  3. If necessary, reinspection will be repeated.
  4. The Architect will invoice the Owner for services performed in inspections beyond the original inspection and the first reinspection. The Owner will, in turn, pass this cost on to the Vendor and require a "deduct" Change Order due to the Owner.

#### 1.5 MAINTENANCE MANUALS:

- A. Organize operating and maintenance data into suitable sets of manageable size.
  1. Format: Submit maintenance manual as scanned PDF electronic file(s) of product information.
  2. Include the following types of information:
    - a. Spare parts list.
    - b. Copies of warranties.
    - c. Wiring diagrams.
    - d. Shop drawings and product data.

- B. Post electronic submittals as PDF electronic files directly to Architect's FTP site specifically established for Project.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 CLOSEOUT PROCEDURES:

- A. Operating and Maintenance Instructions:
  - 1. Arrange for each installer of equipment that requires regular maintenance to meet with the Owner's personnel to provide instruction in proper operation and maintenance.
  - 2. If installers are not experienced in procedures, provide instruction by manufacturer's representatives. Include a detailed review of the following items:
    - a. Maintenance manuals.
    - b. Record documents.
    - c. Spare parts and materials.
    - d. Tools.
    - e. Identification systems.
    - f. Hazards.
    - g. Cleaning.
    - h. Warranties and bonds.
    - i. Maintenance agreements and similar continuing commitments.

3.2 FINAL CLEANING:

- A. Employ experienced workers or professional cleaners for final cleaning.
- B. Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program.
- C. Comply with manufacturer's instructions.
- D. Complete the following cleaning operations before requesting inspection for Certification of Substantial Completion.
- E. Clean-up and repair:
  - 1. Remove waste, foreign matter, and debris resulting from the Work, from the building areas and the site.
  - 2. Restore material, property and construction damaged by Vendor=s personnel and equipment during performance of the Work.

3. Remove temporary protection and labels which are not required to remain.
4. Replace damaged or broken glass and other damaged transparent materials.

F. Surface Cleaning:

1. Clean exposed hard-surfaced finishes to a condition free of dust, stain, film and similar detracting substances.
2. Clean and restore reflective surfaces to their original reflective condition.
3. Thoroughly clean floors. Remove temporary protections. Vacuum carpeted surfaces. Leave concrete floors broom clean.
4. Remove marks, stains, fingerprints, and other soil from finished, painted, decorated, and stained surfaces.

3.3 REMOVAL OF PROTECTION:

- A. Remove temporary protection and facilities installed for protection of the Work during construction.

3.4 COMPLIANCE:

- A. Comply with regulations of authorities having jurisdiction and with safety standards for cleaning.
- B. Remove waste materials from the site and dispose of in a lawful manner.

END OF SECTION 017000

**DIVISION 27 – TECHNOLOGY  
EQUIPMENT SPECIFICATIONS**

SECTION 270000

TECHNOLOGY EQUIPMENT GENERAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 DESCRIPTION:

- A. These Technology Equipment General provisions apply to the following:
1. Bid Package #1 - Audio Visual equipment and associated services:
    - a. Interactive LED and associated components.
    - b. Conference Room Video Conferencing System.
    - c. Digital Signage Displays.
    - d. Display Mounts.
    - e. Ultra Small Form Factor PC's
    - f. Webcams
    - g. Collaboration Hardware
    - h. Misc. A/V equipment and cables
    - i. USB Cables.
  2. Bid Package #2 – Computer Hardware:
    - a. Windows PC's
    - b. Mac PC's
    - c. Monitors
    - d. Keyboard / Mouse / Headphones
  3. Bid Package #3 - Networking Equipment
    - a. Network Switches and Optical Transceivers
    - b. Wireless Access Points
  4. Bid Package #4 - Professional Services – Mac PC Setup and Configuration
  5. Bid Package #5 - Professional Services – Network Reconfiguration
  6. **Refer to Part 2.2 of this specification section for a detailed listing of technology equipment groups within each bid package.**

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- B. Power provisions in the facility are being provided as part of the electrical contractor's scope. Coordinate the power requirements of the equipment and notify the Owner immediately if additional power or power of a different voltage or amperage is required.
- C. Any additional power requirements necessary shall be provided as part of this contract after the determined review period has occurred and the Contractor's additions have been approved.
- D. The communications infrastructure and cabling systems in the facility will be installed as a part of the telecommunications cabling contractor's scope under a separate contract. Any additional requirements necessary, including the physical connection of the cross-connects and patch cables shall be provided as part of this contract.
- E. Technology Equipment commissioning is specified in specification section 270090, Technology Equipment Commissioning.
- F. Before submitting a quote, the contractor shall take into consideration the amount and character of work to be done and of the difficulties involved in its proper execution; all costs incidental to the Work must be included to cover all contingencies essential to the completion of the proposed work, notwithstanding that every item or contingency is not specifically mentioned herein. Any additional material needed to meet the basic specifications shall be included in the proposal and will be supplied by the Contractor.
- G. No claims for compensation for extra work due to lack of knowledge on the part of the Contractor will be considered or allowed.
- H. The Contractor will coordinate with other Contractors as is necessary at its own expense, for any supporting trade work it may require. All such work will be supervised and checked by the Contractor.
- I. The Contractor will conform to all building regulations with regard to running cable in the hung ceiling.
- J. The Contractor shall be responsible for any damage to the floor, walls, etc., which is caused by its personnel or equipment, during the installation and also is responsible for the removal of all of its debris, clean up, and restoration of the area to its original condition, if applicable. This will include all subcontractors, if any, hired by the Contractor to work on Owner's premises.
- K. All equipment installed shall be firmly held in place by fastenings and/or supports, which are adequate to support their loads with an ample safety factor. Cable run in the ceiling must be self-supporting and cannot be affixed, in any way, to the framework of the hung ceiling.
- L. All cables, (where applicable) regardless of length, shall be marked and/or numbered at both ends. Marking codes shall correspond to recognized standards and specifications. All cabling

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

shall be neatly laced, dressed, and adequately supported. No splices will be allowed in system wiring other than at approved designated locations.

- M. Care shall be exercised in wiring to avoid damage to cable and equipment both existing and new. All wiring and connectors shall be installed in strict adherence to standard communications installation practices and all applicable Federal, State, and Local Building codes. Contractor shall take all necessary precautions to protect the building areas adjacent to work. All openings required by the Contractor for the installation of any cable shall be sealed by the Contractor in accordance with applicable fire and building codes. Any permits required shall be obtained by the Contractor.
- N. Owner shall furnish and provide the following:
1. Any power and light required to facilitate the installation of equipment.
  2. Reasonable openings and storage space to permit scheduled delivery of equipment as well as normal security for delivered items to protect against theft.
  3. Adequate workspace to accommodate installation of equipment.
  4. Access to all premises as required by installation of the proposed equipment.
- O. The site of the Work shall be available for inspection at any time by Owner or owner's representative. All materials and work not conforming to the specifications shall be subject to rejection. All rejected work or materials shall be immediately replaced to conform to the specifications.
- P. No changes shall be made, nor will bills for changes, alterations, modifications, deviations, and extra orders be recognized or paid for except upon the written order from the Owner.
- Q. The Contractor shall install only new equipment and the manufacturer shall warrant all of the equipment against defective parts and workmanship for a minimum period of one (1) year from the date on which the equipment is accepted by the Owner. Contractor shall further guarantee to replace any defective unit or part without cost to the Owner; to warrant that unit or part for one (1) year after installation; and to guarantee that all equipment is new, standard and regularly used for the specified purpose.
- R. The Contractor shall also retain all risk of loss or damage, arising from any casualty to any equipment involved in the Work prior to delivery to the work site.
- S. The selected vendor / contractor shall have sufficient resources in order to complete the project within the allotted timeframe and shall, upon request, demonstrate that they have the resources necessary to fulfill the project timeline.
- T. If the selected vendor/contractor defaults or neglects to carry out the Scope of Work Owner may, after seven (7) days' written notice to the selected vendor/contractor and without prejudice to any other remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the selected vendor/contractor.

- U. A Subcontractor is a person, firm, company or corporation who has a contract with the contractor to perform any work for completing the project. The selected contractor shall be responsible for the actions, inactions, and work performed by the subcontractor. The selected contractor shall furnish to the Owner, in writing, a list of any/all subcontractors proposed to perform any part or portion of the Scope of Work to complete the project. The selected contractor shall not employ any subcontractor to whom the Owner objects and may withdraw their quote or submit an acceptable substitute.
- V. Owner may reject work which does not conform to the specifications in the request for proposal. If the selected contractor fails to correct any defective work or fails to supply labor, materials, or equipment in accordance with the specifications, Owner may order the selected vendor / contractor to stop all work, or any portion thereof, until the cause for such order has been eliminated. Payments may be withheld until defective work is corrected to Owner's satisfaction.

**1.3 QUALITY ASSURANCE:**

- A. Provision of manufactured components, installation, wiring and testing shall be the responsibility of a single Contractor.
- B. Conform to applicable federal, state and local codes and regulations not limited to:
  - 1. NFPA 70-2017 with Connecticut Amendments
  - 2. Americans with Disabilities Act (ADA)
- C. Supply only new equipment, parts and material currently manufactured at the time of submittal and operate only for testing as part of installation procedure.
- D. Codes, standards and regulations specified herein include the edition date. Revisions and addenda to these codes, standards and regulations shall be part of the specifications. Provisions of referenced codes, standards and regulations do not create duty or responsibility by the Engineer or Owner, unless otherwise specified herein.
- E. The Contractor shall be both a certified business partner and a manufacturer certified partner for any manufacturers equipment installed as part of this project.
- F. The Owner will require the Contractor to assign a Project Manager as key personnel under this scope of work. The Offeror shall provide resumes of all personnel proposed as key personnel. The Contractor's Project Manager shall have over 5 years of experience performing all project management aspects of technology equipment installation.

**1.4 SUBMITTALS:**

- A. Submittals shall be prepared in a line-by-line format corresponding to these Specifications and shall indicate compliance with each requirement specified herein and indicated in the Drawings.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- B. In addition to any other transmittal or cover sheet used, fill out and attach to each individual submittal a copy of the Cover Sheet for Submittals included at the end of this Section.
- C. Submittals not specifically required, or not complying with the format requirements, will be returned unreviewed.
- D. Submittal data shall be submitted as a single package.
- E. Approved submittals are required before installation begins. Equipment shall not be ordered and pay requests will not be approved prior to receipt and approval of submittals.
- F. Submittals shall be submitted as a single package in PDF format.
- G. Implementation Phase submittals shall include:
  - 1. The Contractor shall provide written meeting notes to the Owner within one week of each meeting. The meeting notes shall include the project schedule and implementation plan with milestones, responsibilities, completion dates, and status clearly identified.
  - 2. The Contractor shall submit a weekly progress report during the construction phase which shall include an updated implementation schedule.
- H. Commissioning phase submittals:
  - 1. Refer to Section 270090, Technology Equipment Commissioning for commissioning phase submittal requirements.

**1.5 ENVIRONMENTAL REQUIREMENTS:**

- A. Identify the environmental requirements of the proposed equipment.

**1.6 GROUNDING REQUIREMENTS:**

- A. Except as otherwise specified herein, or indicated on the Drawings, grounding conductors shall be insulated and sized in accordance with NFPA 70-2017. Insulation shall be rated 600 V. Conductors shall be continuous from connector to connector with no splices. Grounding connectors shall be solid bronze, compression type, designed for use intended.

**1.7 SPACE CONDITIONS:**

- A. Verify dimensions of equipment, equipment arrangements, space availability provide systems that work within the constraints of the space available. Notify the Engineer of any situation where space constraints are a problem, prior to the ordering or purchase of equipment. The Contractor shall bear the expense of providing alternate equipment which

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

will work within the available space, if space availability problems are discovered after equipment is ordered. The Owner will provide site visit access during normal business hours. Provide three days notice.

- B. The drawings and diagrams are diagrammatic in nature and, unless explicitly dimensioned, indicate approximate locations of equipment and components. Changes in the location, and offsets, of same which are not shown on the Drawings but are necessary in order to accommodate building conditions and coordination with the work of other trades, shall be made during the production of shop drawings and prior to initial installation, without additional cost to the Owner.
- C. Provide access to equipment and components requiring operation, service or maintenance within the life of the system.
- D. Provide additional hardware and software as necessary for a complete and operational system that meets the requirements specified herein.

**PART 2 – PRODUCTS**

**2.1 GENERAL**

- A. All systems mentioned shall be complete in every detail and fully operational upon completion of the project unless specifically noted otherwise. Mention of certain materials in these specifications shall not be construed as releasing the Contractor from furnishing such additional materials and performing all labor required to provide a complete and fully operational system.
- B. The AV systems Contractor will be responsible for determining the proper equipment complement to provide complete and working systems, based on the operational requirements set forth in the specification.
- C. All materials shall be new, free from defects and not less than the quality herein specified. Materials shall be designed to ensure satisfactory operation and operational life in the environmental conditions which will prevail where they are being installed.
- D. Where these specifications include model or series numbers, the provided equipment (including substitutions) shall meet or exceed the manufacturer's published specifications for the specified model or series the same as if the manufacturer's published specifications were enumerated within these project specifications. This requirement is in addition to the other requirements given in the project specifications. This requirement is not intended to apply to characteristics (such as color or appearance) which do not affect performance, function, or reliability.
- E. Prior to ordering equipment, the Contractor shall coordinate the frequencies of all wireless devices to prevent unwanted interaction between devices and rooms. This

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

includes, but is not limited to, wireless microphones, assisted listening system devices, wireless control panels, etc.

- F. All accessories, including rack mounting hardware, power supplies, etc., shall be obtained from the original equipment manufacturer. Unless otherwise noted or specified, third party accessories shall not be used.
- G. Equality:
1. Other products of equal quality and function may be furnished, subject to approval by the Owner, Architect, and Consultant.
  2. Proof of equality rests with the submitter. The Owner shall be the final judge of equality.
- H. Substitutions:
1. Substitutions: In accordance with Division 1, Substitutions.
- I. Manufacturers:
1. Do not provide an assortment. For each category, provide products of the same manufacturer; for each item, provide the same model for all pieces

**2.2 BID PACKAGES AND TECHNOLOGY GROUPS**

A. Bid Package #1 – Audio Visual Equipment and Installation

| <b><i>TE1.1 - Technology Equipment Group #1.1</i></b>   |                                      |                         |
|---|--------------------------------------|-------------------------|
| Interactive Display (55") for Small Instructional Space |                                      |                         |
| <u>Item #</u>   | <u>Description</u>                   | <u>Qty per Location</u> |
| DP1   | 55" Interactive Display              | 1                       |
| WC1   | WebCam                               | 1                       |
| CBL1  | USB-A to USB-B Cable                 | 1                       |
| CBL2  | 3.5mm Male to 3.5mm Male Audio Cable | 1                       |
| INST1   | Installation – Interactive Display   | 1                       |

| <b><i>TE1.2 - Technology Equipment Group #1.2</i></b>      |                                      |                         |
|--|--------------------------------------|-------------------------|
| Interactive Display (75") for Standard Instructional Space |                                      |                         |
| <u>Item #</u>  | <u>Description</u>                   | <u>Qty per Location</u> |
| DP3  | 75" Interactive Display              | 1                       |
| WC1  | WebCam                               | 1                       |
| CBL1   | USB-A to USB-B Cable                 | 1                       |
| CBL2   | 3.5mm Male to 3.5mm Male Audio Cable | 1                       |
| INST1  | Installation – Interactive Display   | 1                       |

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

| <b><i>TE1.3 - Technology Equipment Group #1.3</i></b><br>Interactive Display (86") for Large Instructional Space |                                      |                         |
|--|--------------------------------------|-------------------------|
| <u>Item #</u>  | <u>Description</u>                   | <u>Qty per Location</u> |
| DP4  | 86" Interactive Display              | 1                       |
| WC1  | WebCam                               | 1                       |
| CBL1   | USB-A to USB-B Cable                 | 1                       |
| CBL2   | 3.5mm Male to 3.5mm Male Audio Cable | 1                       |
| INST1  | Installation – Interactive Display   | 1                       |

| <b><i>TE1.4 - Technology Equipment Group #1.4</i></b><br>Digital Signage (Small) – Wall Mounted |  |                         |
|---|--|-------------------------|
| <u>Item #</u>   | <u>Description</u>                             | <u>Qty per Location</u> |
| DP5   | 55" LED Display                                | 1                       |
| WM1   | Wall-Mount Bracket                             | 1                       |
| PC1   | Ultra Small Form Factor PC for Digital Signage | 1                       |
| CBL3  | 6' HDMI Cable                                  | 1                       |
| INST3   | Installation – LED Display                     | 1                       |

| <b><i>TE1.5 - Technology Equipment Group #1.5</i></b><br>Digital Signage (Small) – Ceiling Mounted |  |                         |
|--|--|-------------------------|
| <u>Item #</u>  | <u>Description</u>                             | <u>Qty per Location</u> |
| DP5  | 55" LED Display                                | 1                       |
| WM4  | Ceiling-Mount Bracket                          | 1                       |
| PC1  | Ultra Small Form Factor PC for Digital Signage | 1                       |
| CBL3   | 6' HDMI Cable                                  | 1                       |
| INST3  | Installation – LED Display                     | 1                       |

| <b><i>TE1.6 - Technology Equipment Group #1.6</i></b><br>Digital Signage (Large) – Wall Mounted |  |                         |
|---|--|-------------------------|
| <u>Item #</u>   | <u>Description</u>                             | <u>Qty per Location</u> |
| DP6   | 75" LED Display                                | 1                       |
| WM2   | Wall-Mount Bracket                             | 1                       |
| PC1   | Ultra Small Form Factor PC for Digital Signage | 1                       |
| CBL3  | 6' HDMI Cable                                  | 1                       |
| INST3   | Installation – LED Display                     | 1                       |

| <b><i>TE1.7 - Technology Equipment Group #1.7</i></b><br>Collaboration Table A/V |  |  |
|--|--|--|
|--|--|--|

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

| <u>Item #</u> | <u>Description</u>                  | <u>Qty per Location</u> |
|---------------|-------------------------------------|-------------------------|
| DP7           | 32" LED Display                     | 1                       |
| AV2           | Collaboration Kit with Power Supply | 1                       |
| AV3           | Google Chromecast                   | 1                       |
| CBL3          | 6' HDMI Cable                       | 1                       |
| INST3         | Installation – LED Display          | 1                       |

| <b><i>TE1.8 - Technology Equipment Group #1.8</i></b><br>Wellness Room A/V |                            |                         |
|--|----------------------------|-------------------------|
| <u>Item #</u>  | <u>Description</u>         | <u>Qty per Location</u> |
| DP5  | 55" LED Display            | 3                       |
| WM1  | Wall-Mount Bracket         | 3                       |
| CBL3   | 6' HDMI Cable              | 1                       |
| CBL4   | 80' HDMI Cable             | 3                       |
| AV4  | HDMI 1x4 Splitter          | 1                       |
| INST3  | Installation – LED Display | 3                       |

| <b><i>TE1.9 - Technology Equipment Group #1.9</i></b><br>Private Office LED Display |                            |                         |
|---|----------------------------|-------------------------|
| <u>Item #</u>   | <u>Description</u>         | <u>Qty per Location</u> |
| DP5   | 55" LED Display            | 1                       |
| WM1   | Wall-Mount Bracket         | 1                       |
| INST3   | Installation – LED Display | 1                       |

| <b><i>TE1.10 - Technology Equipment Group #1.10</i></b><br>Conference Room A/V |                                    |                         |
|--|------------------------------------|-------------------------|
| <u>Item #</u>  | <u>Description</u>                 | <u>Qty per Location</u> |
| DP6  | 75" LED Display                    | 1                       |
| WM2  | Wall-Mount Bracket                 | 1                       |
| AV1  | Video Conference System            | 1                       |
| CBL3   | 6' HDMI Cable                      | 1                       |
| INST4  | Installation – Conference Room A/V | 1                       |

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

B. Bid Package #2 – Computer Hardware

| <b><i>TE2.1 - Technology Equipment Group #2.1</i></b><br>Design Lab PC, Monitor & Accessories |                             |                         |
|---|-----------------------------|-------------------------|
| <u>Item #</u>   | <u>Description</u>          | <u>Qty per Location</u> |
| PC3   | Windows PC (Dell Precision) | 1                       |
| MON2  | 27" Monitor                 | 1                       |

| <b><i>TE2.2 - Technology Equipment Group #2.2</i></b><br>Language Lab PC, Monitor & Accessories |                            |                         |
|---|----------------------------|-------------------------|
| <u>Item #</u>   | <u>Description</u>         | <u>Qty per Location</u> |
| PC4   | Windows PC (Dell OptiPlex) | 1                       |
| MON1  | 24" Monitor                | 1                       |
| ACC2  | USB Wired Headphones       | 1                       |

| <b><i>TE2.3 - Technology Equipment Group #2.3</i></b><br>Mac-Mini, Monitor, Keyboard, Mouse, Software, Support |                               |                         |
|--|-------------------------------|-------------------------|
| <u>Item #</u>  | <u>Description</u>            | <u>Qty per Location</u> |
| PC2  | Mac-Mini PC                   | 1                       |
| MON2   | 27" Monitor                   | 1                       |
| ACC1   | Keyboard & Mouse              | 1                       |
| SW1  | Pro Apps Bundle for Education | 1                       |
| SVC1   | AppleCare+ (4-Year)           | 1                       |

C. Bid Package #3 – Network Equipment

| <b><i>TE3.1 - Technology Equipment Group #3.1</i></b><br>Network Switch |                           |                         |
|---|---------------------------|-------------------------|
| <u>Item #</u>   | <u>Description</u>        | <u>Qty per Location</u> |
| NW1   | 48-Port Network Switch    | 1                       |
| NW2   | 10-GB Optical Transceiver | 1                       |

| <b><i>TE3.2 - Technology Equipment Group #3.2</i></b><br>Wireless Access Point – Indoor |                                |                         |
|---|--------------------------------|-------------------------|
| <u>Item #</u>   | <u>Description</u>             | <u>Qty per Location</u> |
| WAP1  | Wireless Access Point - Indoor | 1                       |

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

| <b><i>TE3.3 - Technology Equipment Group #3.3</i></b><br>Wireless Access Point – Indoor Large Venue |  |                         |
|---|--|-------------------------|
| <u>Item #</u>   | <u>Description</u>                         | <u>Qty per Location</u> |
| WAP2  | Wireless Access Point – Indoor Large Venue | 1                       |

| <b><i>TE3.4 - Technology Equipment Group #3.4</i></b><br>Wireless Access Point – Outdoor |                                 |                         |
|--|---------------------------------|-------------------------|
| <u>Item #</u>  | <u>Description</u>              | <u>Qty per Location</u> |
| WAP3   | Wireless Access Point - Outdoor | 1                       |

D. Bid Package #4 – Apple Mac Installation and Configuration Professional Services

| <b><i>TE4.1 - Technology Equipment Group #4.1</i></b><br>Professional Services - Apple Mac Installation and Configuration |  |                         |
|---|--|-------------------------|
| <u>Item #</u>   | <u>Description</u>   | <u>Qty per Location</u> |
| INST5   | Apple Mac Installation and Configuration Professional Services | 1                       |

E. Bid Package #5 – Network Equipment Professional Services

| <b><i>TE5.1 - Technology Equipment Group #5.1</i></b><br>Professional Services – Network Reconfiguration |   |                         |
|--|---|-------------------------|
| <u>Item #</u>  | <u>Description</u>                          | <u>Qty per Location</u> |
| INST6  | Network Configuration Professional Services | 1                       |

**2.3 CABLES**

- A. Provide wire and cables which are UL-listed and marked for their Class of wiring, per NEC.
- B. Trade numbers shown below are for general-purpose cables for use in raceway and where otherwise allowed by NEC and other codes. Prior to installation, the Contractor shall verify, for each installation situation, with the local authority having jurisdiction that non-plenum and non-riser rated cables are acceptable. In the event that plenum or riser-rated cables are required, provide cables so rated with equivalent electrical characteristics to those specified below:

1. USB Cable (Technology Equipment Item #: **CBL1**)
  - a. USB-A to USB-B Active Cable
  - b. Cable Length: 49'
  - c. Manufacturer: Startech # USB2HAB50AC or equal
  
2. Audio Cable (Technology Equipment Item #: **CBL2**)
  - a. 3.5mm Male to 3.5mm Male
  - b. Cable length: 15'
  - c. Manufacturer: Startech # MU15MMS or equal
  
3. HDMI (Technology Equipment Item #: **CBL3**)
  - a. HDMI v2.0 to carry 1080p/60.
  - b. Cable length: 6'
  - c. Manufacturer: Startech #HDMMV2M or equal.
  
4. HDMI (Technology Equipment Item #: **CBL4**)
  - a. HDMI v2.0 to carry 1080p/60.
  - b. Cable length: 80'
  - c. Manufacturer: Startech #HDMIMM80AC or equal

#### 2.4 INTERACTIVE LED DISPLAY

- A. Features
  1. Viewing area diagonal size as indicated on the Equipment List.
  2. Unless otherwise noted, minimum native resolution shall be 3840x2160 @ 60 Hz.
  3. Aspect Ratio: 16:9
  4. Response Time: 8ms.
  5. Internal power supply.
  6. VESA mounting hole pattern.
  7. Mounting bracket included.
  
- B. Touch functionality:
  1. Glass: Fully heat-tempered, anti-glare, zero-bonded.
  2. Minimum simultaneous touch points: 10 for Chrome OS, 20 for Windows and Mac.
  3. Includes two pens.
  
- C. Manufacturer: Smart Technologies
  1. 55" – Model #SBID-MX255-V3N (Technology Equipment Item #: **DP1**)
  2. 65" – Model #SBID-MX265-V3N (Technology Equipment Item #: **DP2**)
  3. 75" – Model #SBID-MX275-V3N (Technology Equipment Item #: **DP3**)
  4. 86" – Model #SBID-MX286-V3N (Technology Equipment Item #: **DP4**)
  5. No Substitutions (Sole-Source)

#### 2.5 NON-INTERACTIVE COMMERCIAL LED DISPLAYS AND MOUNTS

- A. Viewing area diagonal size as indicated on the Equipment List.
- B. Unless otherwise noted, minimum native resolution shall be 3840x2160 @ 60 Hz.
- C. Aspect Ratio: 16:9
- D. Response Time: 8ms.
- E. Internal power supply.
- F. VESA mounting hole pattern.
- G. Display Manufacturer: Samsung (Basis of Design)
  - 1. 55" – Model # LH55BETHLGFX/GO (Technology Equipment Item #: **DP5**)
  - 2. 75" - Model #LH75BETHLGFX/GO (Technology Equipment Item #: **DP6**)
  - 3. 32" – Model #LH32QMRBBGCXZA (Technology Equipment Item #: **DP7**)
  - 4. Acceptable Alternates: NEC, LG
- H. Wall-Mount Bracket Manufacturer: Legrand Chief (Basis of Design)
  - 1. Large – Model #LTM1U (Technology Equipment Item #: **WM1**)
  - 2. X-Large – Model #XTM1U (Technology Equipment Item #: **WM2**)
  - 3. Substitutions permitted.
- I. Ceiling-Mount Bracket Manufacturer: Legrand Chief (Basis of Design)
  - 1. Large – Model #LTM1U (Technology Equipment Item #: **WM3**)
  - 2. Substitutions permitted.

**2.6 ULTRA SMALL FORM FACTOR PC**

- A. Features:
  - 1. Processor: Intel Core i3
  - 2. Processor Speed: 2.1 Ghz
  - 3. Form Factor: Ultra Small Form Factor
  - 4. HDMI output
- B. Furnish and install one unit at each Digital Signage display:
  - 1. Lobby
  - 2. Corridor 600
  - 3. Corridor 602
- C. Manufacturer:
  - 1. Intel Model #BXNUC10I3FNHN1
  - 2. Technology Equipment Item #: **PC1**
  - 3. Substitutions permitted.

**2.7 TABLETOP VIDEO TELECONFERENCING SYSTEM**

- A. Tabletop Console & Interface

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

1. Ethernet: 10/100 Mbps, auto-switching, auto-negotiating, auto-discovery.
2. Supported protocols and standards: DHCP, TCP/IP, UDP/IP, CIP, SSL, SSH, SFTP, SRTP, IEEE 802.1X, Active Directory authentication.
3. VoIP standards: open SIP, SDP, IETF SIP, DTMF tone generation, low-delay audio packet transmission.
4. Native support for third party applications: Microsoft Skype for Business, Microsoft Teams, Zoom.
5. Bluetooth: 4.0 device pairing.
6. USB 2.0.
7. Support for HDCP 1.4, EDID, and CEC on the HDMI input.
8. HDBase-T support for HDCP 2.2, EDID, Ethernet, IR control, and RS-232 control.
9. Wireless presentation, sharing, and collaboration. Support for Apple iOS, Android, Windows 7 through 10, MacOS, and ChromeOS.
10. Audio codecs: G.711, G.722, G.729, Siren 7, SILK.
11. Integral AEC.
12. Integral 360° four element microphone array with 20.0' pickup range.
13. Integral speaker with 11 W output and 90 Hz to 22 kHz frequency response.
14. Resolution support up to 1920 x 1080 @ 60 Hz.
15. Integral occupancy sensor with 72" minimum range.
16. Integral 7.0" diagonal display with 1280 x 800 resolution.

**B. Camera**

1. Image sensor: 12 MP, 1/2.3 CMOS sensor.
2. Resolution 1080p @ 30 fps.
3. Output: USB 3.1.
4. Field of view: 150° diagonal, 120° horizontal, and 90° vertical.
5. Aperture: f/2.8.
6. 3x digital zoom, pan, and tilt.
7. Auto-rotation. Mountable on top of a display.
8. Integral microphone array.

**C. Manufacturer: Crestron (Basis of Design)**

1. Model #UC-MX50-U
2. Technology Equipment Item #: **AV1**
3. Substitutions permitted.

**2.8 WEBCAM**

**A.** Webcam to be secured to top of Interactive LED in each instructional space.

**B. Features:**

1. Resolution 1080p @ 30 fps.
2. Output: USB 3.1.
3. Field of view: 78° diagonal

4. Mountable on top of a display.
5. Integral microphone.

- C. Manufacturer: Logitech (Basis of Design)
1. Model #C920s ProHD Webcam (#960-001257)
  2. Technology Equipment Item #: **WC1**
  3. Substitutions permitted.

## 2.9 COLLABORATION HARDWARE

- A. Features:
1. Up to four simultaneous connections
  2. Small Group Edition
- B. Manufacturer: Mersive Technologies
1. Model # SP-8100-E1
  2. Technology Equipment Item #: **AV2**
  3. Substitutions permitted.

## 2.10 CHROMECAST

- A. Features:
1. Up to 1080p resolution
  2. Supports all wireless networks 802.11ac (2.4GHz/5GHz)
- B. Manufacturer: Google
1. Model #Gen 3 Chromecast
  2. Technology Equipment Item #: **AV3**

## 2.11 A/V HDMI Splitter

- A. Features:
1. 4-Port HDMI Splitter
  2. HDMI 4K/60
- B. Manufacturer: Startech
1. Model # HDMI-SPLITTER-44K60S
  2. Technology Equipment Item #: **AV4**
  3. Substitutions permitted.

## 2.12 DESKTOP COMPUTERS, MONITORS AND ACCESSORIES

- A. Mac-Mini PC (Technology Equipment Item #: **PC2**)
1. Features:
    - a. Processor: Apple M1 Chip, 8-core GPU, 16-core neural engine
    - b. Operating System: MacOS
    - c. Memory: 16GB
    - d. Hard Drive: 1TB

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- e. Network: Gigabit Ethernet
  - f. Software: Pro Apps Bundle for Education
    - 1) Technology Equipment Item #: **SW1**
  - g. Support: Apple Care+ - 4-year
    - 1) Technology Equipment Item #: **SVC1**
  - 2. Manufacturer: Apple
- B. Windows PC – Design Lab (Technology Equipment Item #: **PC3**)**
- 1. Features:
    - a. Processor: 12<sup>th</sup> Gen Intel Core i7-12700 (25MB cache, 12 cores, 20 threads, 2.10GHz to 4.90 GH Turbo, 65W)
    - b. Operating System: Windows 10 Pro (Windows 11 Pro license included)
    - c. Chassis: Precision 3660 Tower with 500W Power Supply
    - d. Memory: 32GB, 2 x 16GB, DDR5, 4400MHz
    - e. Graphics Card: Nvidia RTX A2000, 6GB
    - f. Hard Drive: 512GB
    - g. Wireless: None
    - h. Optical Drive: 8x DVD+RW
    - i. Keyboard / Mouse: None (see accessories below)
    - j. Support: 36 months
    - k. Software: None
  - 2. Manufacturer: Dell
    - a. Model #Precision 3660 Tower
- C. Windows PC – Language Lab (Technology Equipment Item #: **PC4**)**
- 1. Features:
    - a. Processor: 12<sup>th</sup> Gen Intel Core i5-12500 (18MB cache, 6 cores, 12 threads, 3.00 GHz to 4.60 GH Turbo, 65W)
    - b. Operating System: Windows 10 Pro (Windows 11 Pro license included)
    - c. Memory: 16GB, 2 x 8GB, DDR4
    - d. Graphics Card: Intel integrated graphics
    - e. Hard Drive: 512GB
    - f. Wireless: None
    - g. Optical Drive: 8x DVD+RW
    - h. Keyboard / Mouse: None (see accessories below)
    - i. Support: 36 months
    - j. Software: None
  - 2. Manufacturer: Dell
    - a. Model # OptiPlex 7000 Small Form Factor
- D. 24” Monitor (Technology Equipment Item #: **MON1**)**

1. Features:
    - a. Aspect Ratio: 16:9
    - b. Native Resolution: 1920x1080 @ 75Hz
    - c. Color Support: 16.7 million
    - d. Pixel Pitch: 0.27
    - e. Brightness: 250 cd/m<sup>2</sup>
    - f. Inputs: (1) HDMI and (1) DisplayPort
  2. Manufacturer: Dell
    - a. Model #S2421HS
    - b. Substitutions Permitted.
- E. 27" Monitor (Technology Equipment Item #: **MON2**)
1. Features
    - a. Aspect Ratio: 16:9
    - b. Native Resolution: 1920x1080 @ 75Hz
    - c. Color Support: 1.07 billion
    - d. Pixel Pitch: 0.23
    - e. Brightness: 350 cd/m<sup>2</sup>
    - f. Inputs: (1) HDMI and (1) DisplayPort and (1) USB-C
  2. Manufacturer: Dell
    - a. Model # U2722D
    - b. Substitutions Permitted
- F. Accessories – Keyboard/Mouse (Technology Equipment Item #: **ACC1**)
1. Wired Keyboard and Mouse (USB)
  2. Manufacturer: Logitech
    - a. Model: 920-010020
    - b. Substitutions Permitted
- G. Accessories – USB Noise-Cancelling Headphones (Technology Equipment Item #: **ACC2**)
1. Hard-wired USB-A
  2. Integrated Microphone
  3. Manufacturer: Logitech
    - a. Model: 981-000811
    - b. Substitutions Permitted

## 2.13 NETWORKING EQUIPMENT

- A. Network Switch (Technology Equipment Item #: **NW1**)
1. Features:
    - a. 48-Port Gigabit Ethernet w/ PoE+
    - b. Four 1G/10G SFP+ Ports

2. Manufacturer:
  - a. Model: X450-G2-48p-10GE4
  - b. No Substitutions (Sole-Source)
  
- B. 10-GB Optical Transceiver (Technology Equipment Item #: **NW2**)
  1. Features:
    - a. 10-Gigabit SFP+
    - b. OM3/OM4 Multimode Fiber compatible
  2. Manufacturer:
    - a. Model: 10301
    - b. No Substitutions (Sole-Source)
  
- C. Wireless Access Point – Indoor (Technology Equipment Item #: **WAP1**)
  1. Features:
  2. Manufacturer: Extreme Networks
    - a. Model: AP410C-FCC
    - b. No Substitutions (Sole-Source)
  
- D. Wireless Access Point – Indoor Large Venue (Technology Equipment Item #: **WAP2**)
  1. Features:
  2. Manufacturer: Extreme Networks
    - a. Model: AP510C-WW
    - b. No Substitutions (Sole-Source)
  
- E. Wireless Access Point – Outdoor (Technology Equipment Item #: **WAP3**)
  1. Features:
  2. Manufacturer: Extreme Networks
    - a. Model: AP460C
    - b. No Substitutions (Sole-Source)

## 2.14 INSTALLATION SERVICES

- A. Exclusions:
  1. The following infrastructure in support of the Audio Visual equipment is being installed under the construction contract and is not included in the scope of work of this RFP. This information is being provided for informational purposes only.
    - a. Power and low-voltage cabling (Cat-6/6A cabling, HDMI, etc.) that is installed “inside the wall” between the input source and the output display will be provided by the Tel/Data cabling contractor as part of the building construction contract, except as noted below (i.e. USB Cable). All other cables (i.e. patch cords, power cords, video cables, etc.) if not included with the equipment being supplied, are the responsibility of the Awarded

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

Bidder. All cables, cords, connectors, software, etc. are to be provided by the Awarded Bidder to comprise a fully functioning system.

- b. Instructional Spaces: All classrooms and large instructional spaces will have one AV input plate located near the instructor's desk. An HDMI connection is installed between the instructor's desk input plate and the plate behind the display. Sound reinforcement is also installed within each instructional space. Power receptacles will be provided at all AV input and AV output plate locations. The awarded contractor is responsible for furnishing and installing a USB-A to USB-B cable as outlined below, as well as other cables as noted.
- c. At locations receiving displays (either a monitor within an office or small instructional space, or a digital signage display), power and data connections are provided and are located inside an in-wall AV enclosure. Wood blocking will also be provided under the construction project.

**B. General Requirements for Installation**

- 1. The tasks listed below in this section are minimum requirements and are not all inclusive. ***A complete Statement of Work shall be provided with the Proposal.***
- 2. Respondent shall assign a Project Manager to the project and shall be the primary point of contact throughout the project.
- 3. Engineers assigned to configure and test the audio-visual equipment shall be properly certified by the manufacturer for the equipment being installed and configured.
- 4. Vendor will be required to attend project coordination meetings as requested to help ensure all vendors related to the audio-visual system installation are interfacing effectively and meeting their respective responsibilities appropriately and in a timely manner.

**C. Weekly status reports: Once the Owner places an order, an Awarded Bidder shall provide weekly status reports containing the following information as applicable.**

- 1. Shipping Report: this shall contain a list of items ordered and acknowledgement of detailed ship dates.
- 2. Delivery Report: this shall provide information in advance for products that are in route and schedule requirements for delivery.
- 3. Acknowledged and Unacknowledged Report: this shall acknowledge products that will or will not ship.
- 4. Status Order Report: this shall list any items that are in a hold status, allowing the continual tracking and quick response required to keep the items on schedule.
- 5. Critical Date Report: this shall identify any items that fall out of sequence. This allows for proper planning in a proactive manner.

**D. Training:**

- 1. Provide a minimum of 4 hours of onsite training for up to two IT Staff. Training shall encompass how to configure, operate and maintain the installed solution.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

2. Provide copies of all printed documentation for the installation, operation, use, and administration of the system. Printed documentation shall also be provided in PDF format.

**E. Closeout:**

1. All system testing has been completed, the contractor certifies that the entire system is in working order, and applicable forms, equipment documentation, and Warranty forms have been submitted to the customer.
2. All system labels have been put in place.
3. All debris and scrap materials have been removed from the premises.
4. All documentation has been provided to the Owner.
5. Backup copies of all configuration files, if applicable, have been provided to the Owner.
6. All unused material has been returned to Owner, or credit has been issued for unused material.
7. The Owner's Project Manager has inspected and accepted the installation.
8. Any and all damage caused by the contractor has been resolved to the satisfaction of the Owner (i.e. ceiling tiles, carpet damage, etc.).

**F. Interactive Display (Technology Equipment Item #: INST1)**

1. Furnish and install Interactive Display with Mounting Kit, and other accessories as required.
2. Furnish and install Active USB cable routed from the AV input plate at the teacher station to the Interactive Display using the provided grommet plate at the teacher desk and in-wall A/V box above the display.
3. Furnish and install a 3.5mm audio cable from the audio output on the interactive display to the audio input on the AV plate located in the in-wall A/V box above the display.
4. Connect the pre-installed HDMI cable (provided under the construction contract and routed between the teacher desk and the in-wall A/V box above the display) to the HDMI input on the interactive display.
5. Furnish and install wire loom (i.e. Techflex braided cable sleeving) to organize cables from behind the interactive display to the in-wall A/V box above the display. Wire loom shall be white in color.
6. Test display to ensure image quality, audio output, and all inputs are working properly.

**G. Digital Signage Displays (Technology Equipment Item #: INST2)**

1. Furnish and install wall-mount and/or ceiling-mount bracket as indicated. Coordinate final heights and locations with Architect.
2. Furnish and install display, securing to wall-mount per manufacturer instructions.
3. Furnish and install Ultra Small Form Factor PC and connect HDMI cable from the HDMI output on the PC to the HDMI input on display.

4. Configure scheduler on display to turn on at 7:00 a.m. and turn off at 9:00 p.m., Monday thru Friday. Displays should not automatically power on during Saturday and Sunday.
5. Test display to ensure image quality and all inputs are working properly.

**H. Non-Interactive Displays (Technology Equipment Item #: INST3)**

1. Furnish and install wall-mount. Coordinate final heights and locations with Architect.
2. Furnish and install monitor, securing to wall-mount per manufacturer instructions.
3. For Collaboration Locations:
  - a. Coordinate installation of display with furniture. The mounting bracket for the display is integrated with the furniture.
  - b. Configure the Collaboration hardware device and connect to the HDMI input on the display. Obtain IP addresses as needed from Owner at least 14 days in advance.
  - c. Configure the Chromecast device and connect to the HDMI input on the display. Obtain IP addresses as needed from Owner at least 14 days in advance.
4. Test display to ensure image quality and all inputs are working properly.

**I. Conference Room Audio-Visual (Technology Equipment Item #: INST4)**

1. Furnish and install wall-mount. Coordinate final heights and locations with Architect.
2. Furnish and install display, securing to wall-mount per manufacturer instructions.
3. Furnish and install batteries for remote control, if applicable.
4. Furnish, install and configure Video Conferencing system. Obtain IP addresses as needed from Owner at least 14 days in advance.
5. Test complete system to ensure image quality, audio output, and all inputs are working properly.

**2.15 PROFESSIONAL SERVICES**

**A. General Requirements for Installation**

1. The tasks listed below in this section are minimum requirements and are not all inclusive. ***A complete Statement of Work shall be provided with the Proposal.***
2. Respondent shall assign a Project Manager to the project and shall be the primary point of contact throughout the project.
3. Engineers assigned to configure and test the audio-visual equipment shall be properly certified by the manufacturer for the equipment being installed and configured.
4. Vendor will be required to attend project coordination meetings as requested to help ensure all vendors related to the audio-visual system installation are interfacing effectively and meeting their respective responsibilities appropriately and in a timely manner.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- B. Weekly status reports: Once the Owner places an order, an Awarded Bidder shall provide weekly status reports containing the following information as applicable.
1. Shipping Report: this shall contain a list of items ordered and acknowledgement of detailed ship dates.
  2. Delivery Report: this shall provide information in advance for products that are in route and schedule requirements for delivery.
  3. Acknowledged and Unacknowledged Report: this shall acknowledge products that will or will not ship.
  4. Status Order Report: this shall list any items that are in a hold status, allowing the continual tracking and quick response required to keep the items on schedule.
  5. Critical Date Report: this shall identify any items that fall out of sequence. This allows for proper planning in a proactive manner.
- C. Training:
1. Provide a minimum of 4 hours of onsite training for up to two IT Staff. Training shall encompass how to configure, operate and maintain the installed solution.
  2. Provide copies of all printed documentation for the installation, operation, use, and administration of the system. Printed documentation shall also be provided in PDF format.
- D. Closeout:
1. All system testing has been completed, the contractor certifies that the entire system is in working order, and applicable forms, equipment documentation, and Warranty forms have been submitted to the customer.
  2. All system labels have been put in place.
  3. All debris and scrap materials have been removed from the premises.
  4. All documentation has been provided to the Owner.
  5. Backup copies of all configuration files, if applicable, have been provided to the Owner.
  6. All unused material has been returned to Owner, or credit has been issued for unused material.
  7. The Owner's Project Manager has inspected and accepted the installation.
  8. Any and all damage caused by the contractor has been resolved to the satisfaction of the Owner (i.e. ceiling tiles, carpet damage, etc.).
- E. Apple Mac PC Installation and Configuration Professional Services (Technology Equipment Item #: **INST5**)
1. General Information
    - a. Vendor shall be Apple certified, and shall provide proof of certification with proposal response.
    - b. Vendor shall have an office, staffed by Apple certified personnel, within 75 miles of New Fairfield, CT.
    - c. Thirty-Two (32) Mac-Mini PC's with external monitors, keyboard and mouse are being purchased and will be located in the following areas of the school:

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- 1) Ten (10) in the Art Studio (Room 2C18)
  - 2) Twenty (20) in the Mac Lab (Room 2C22)
  - 3) One (1) in the Control Room (Room 2C25)
  - 4) One (1) in the Vocal Room (Room 1B04)
- d. The Pro Apps Bundle for Education is being purchased for each computer.
- e. AppleCare+ (4-Year) is being purchased for each computer.
- f. Adjustable CPU holders typically located below the desks, and VESA-compatible monitor arms will be purchased as part of the furniture package and are outside the scope of this Technology equipment package.
- g. Prior to commencing installation work, vendor shall confirm the following with the school IT staff:
- 1) All furniture is installed where Mac PC's will be located.
  - 2) Monitor arm and CPU Holder is installed.
  - 3) Power is installed and energized at each desk.
  - 4) Network switches are online, and all required patches between the patch panel and network switches have been completed.
2. Vendor Requirements for each computer:
- a. Vendor is responsible for unpacking all equipment, and properly disposing of packaging materials in accordance with local and/or Owner rules and regulations.
  - b. Assist New Fairfield Public Schools with registration of all new Mac PC's and AppleCare+ agreements using the school district Apple account.
  - c. Install Mac PC in CPU holder, and properly secure equipment per CPU holder manufacturer instructions.
  - d. Mount external monitor to VESA monitor-mount using proper screws and other mounting hardware as directed by the monitor and mount manufacturers. Install video cable between CPU and monitor, and neatly route cable.
  - e. Place keyboard and mouse on the desk, and neatly route cables to the CPU below the desk.
  - f. Install network patch cable from CPU to network jack serving each desk. Patch cords will be provided by the school IT staff. IT staff will make connection in the Telecom Room between the patch panel and the network switch.
  - g. All cables shall be neatly bundled and secured with Velcro.
  - h. Mac PC's shall be updated to the latest firmware, operating system version, etc. All system software shall be updated to the most current version at the time of installation.
  - i. If not pre-installed, install Pro Apps Bundle for Education onto each computer.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- j. Configure Mac PC's to obtain DHCP address from the school network, or assign a static IP address. DHCP information and/or static IP address information, and other pertinent network configuration information, will be provided by the school IT staff.
  - k. Configure Mac PC to print to local printer as designated by the school IT staff.
  - l. Test computer to ensure video is being properly displayed, keyboard and mouse is working properly, all required network drives can be accessed, output to the local printer is successful, all installed software loads properly, and perform other tests as required to provide fully-functioning computers to the school.
  - m. Any hardware failures shall be immediately communicated to the school IT staff, and AppleCare support initiated to resolve the failure.
  - n. All debris and packing materials shall be removed.
- F. Network Equipment Professional Services (Technology Equipment Item #: **INST6**)
- 1. General Information
    - a. Vendor shall be certified by Extreme Networks, and shall provide proof of certification with proposal response.
    - b. Vendor shall have an office, staffed by certified personnel, within 75 miles of New Fairfield, CT.
    - c. A Telecommunications Grounding system is provided in each Telecom Room.
    - d. Prior to commencing installation work, vendor shall confirm the following with the school IT staff:
      - 1) All Telecom Rooms are constructed and cleaned
      - 2) Equipment racks are installed.
      - 3) Cooling equipment is operational.
      - 4) Electrical receptacles are energized.
      - 5) Locks are installed on doors.
      - 6) Fiber optic backbone cables are installed, terminated, and tested.
  - 2. Telecom Rooms:
    - a. There are five Telecom Rooms being constructed in the new building:
      - 1) MDF (Room 1a14) located on Level 1, Area A.
      - 2) IDF (Room 1b10) located on Level 1, Area B.
      - 3) IDF (Room 1d23) located on Level 1, Area D.
      - 4) IDF (Room 2d21) located on Level 2, Area D.
      - 5) IDF (Room 3d21) located on Level 3, Area D.
      - 6) IDF (Room 3c05) on Level 3, Area C is for security and other communications equipment, with no network switches required in this room.
      - 7) A/V Equipment Room (Room 2a01) is not an IDF, but will house a network switch to support the A/V systems.
    - b. The existing Middle School contains the following Telecom Rooms:

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- 1) MDF (Room 2h37) located on Level 2 is a new Telecom Room being constructed.
  - 2) Three existing IDF Rooms are currently in the Middle school building, one of which will be demolished as part of the construction project, leaving two existing IDF Rooms.
  - c. Pump House:
    - 1) One wall-mount IT cabinet that is new as part of the construction project.
3. Fiber Backbone - The following backbone fiber cables are being installed under the base construction contract, and are outside the scope of services for the network integrator:
- a. One 6-strand OM4 multimode fiber cable between the MDF (Room 1a14) and each of the four IDF's (Rooms 1b10, 1d23, 2d21, 3d21).
  - b. One 6-strand OM4 multimode fiber cable between the MDF (Room 1a14) and the A/V Equipment Room (2a01).
  - c. One 6-strand OM4 multimode fiber cable between the MDF (Room 1a14) and the Pump House.
  - d. One 6-strand OM4 multimode fiber cable between the High School MDF (Room 1a14) and the Pump House IT Cabinet.
  - e. One 6-strand OM4 multimode fiber cable between the High School MDF (Room 1a14) and the Middle School MDF Room (2h37).
  - f. One 6-strand OM4 multimode fiber cable between the new Middle School MDF and two existing IDF's in the middle school.
4. Vendor Scope of Work Summary:
- a. The existing high school currently has twenty-three (23) Extreme Networks switches configured in 8 stacks. All existing switches shall be removed from the equipment racks and moved to the new high school building.
  - b. Vendor shall mount all switches in the new racks. Confirm rack location with Owner.
  - c. All existing and new switches shall be updated to the latest firmware version. Prior to updating firmware, confirm that other switches on the Owner's network will not be impacted by these updates.
  - d. One of two additional 48-port switches being purchased as part of this Technology Equipment package will supplement the existing switches, for a total of twenty-four (24) switches. These 24 switches will be reconfigured to support 5 stacks (one stack per MDF/IDF).
    - 1) MDF Room 1a14 – Stack of two switches.
    - 2) IDF Room 1b10 – Stack of five switches.
    - 3) IDF Room 1d23 – Stack of six switches.
    - 4) IDF Room 2d21 – Stack of seven switches.
    - 5) IDF Room 3d21 – Stack of four switches.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- e. The second new 48-port network switch will be installed in the A/V equipment room. Coordinate mounting location in the A/V equipment cabinet with the A/V vendor. This switch shall be configured to integrate with the overall high school network architecture, and shall be uplinked to the MDF via fiber.
  - f. The Owner will provide a 12-port switch for the Pump House. This switch shall be configured by the vendor to integrate with the overall high school network architecture, and shall be uplinked to the MDF via fiber.
  - g. At the Middle School, the existing switch stacks in the two IDF's are existing to remain. Switch stacks shall be reconfigured as required based on new fiber uplinks to new middle school MDF.
5. Pre-installation Planning and Coordination:
- a. Vendor shall schedule a minimum of two 2-hour planning sessions with the Owner's IT Staff. These meetings shall be conducted at least 45-days prior to anticipated relocation and reconfiguration of the network equipment. Virtual meetings are acceptable and are anticipated to be required in April, 2023.
  - b. Review of Applications (data, voice, video) residing on the network.
  - c. Review of existing network hardware that will be reused / relocated to the new High School including but not limited to Routers, Servers, etc.
  - d. IP Addressing Scheme
    - 1) Review of existing IP Addressing scheme currently in use at the existing High School and Middle School.
    - 2) Vendor recommendations based on best practices to modify the IP Addressing scheme including ranges of addresses, subnetting, etc.
  - e. VLAN - Identification of VLAN's based on assessment of applications running on the network, and recommended best practices by the vendor.
  - f. Quality of Service / Traffic Prioritization Requirements
  - g. Assess current DHCP Server infrastructure.
  - h. Assess current firewall infrastructure.
  - i. Provide recommendations for Security / Authentication features to be implemented to properly secure the network from unauthorized access and malicious activities.
  - j. Assess current and future WAN Connectivity including connections to CT Education Network (CEN) and other service providers.
  - k. Develop detailed Test Plan to ensure networking equipment meets all requirements as detailed during the pre-installation planning sessions.
6. On-Site Hardware Installation, Configuration, Testing and Documentation:
- a. Contractor is responsible for unpacking and rack-mounting of all equipment, including connection of all cables and cords as required. Patch cords between switches and patch panels will be installed by the Owner's IT Staff.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- b. Test connectivity to all switch stacks in all Telecom Rooms.
- c. Test connectivity between High School and Middle School, including access to all servers, Internet, and other required devices.
- d. Verify proper operation of DHCP across the network from existing DHCP Server.
- e. Confirm all VLAN's
- f. Confirm all traffic prioritization including quality of VoIP.
- g. Confirm all multicasting protocols.
- h. Confirm SNMP and communication to network management software.
- i. Proper security features are enabled on all switches and other contractor installed devices. All default passwords are changed at conclusion of installation and testing.
- j. All other tasks in Test Plan as developed during pre-installation planning sessions to be performed.
- k. All devices are properly labeled using mechanically generated labels (i.e. P-Touch)
- l. All documentation is updated reflecting final physical and logical network layout, VLAN, IP Addressing, etc. All documentation is to be provided to the Owner in electronic format in its native form (i.e. Visio files, Excel & Word files, etc.).

**PART 3 - EXECUTION**

**3.1 GENERAL:**

- A. The Contractor shall provide incidental equipment or devices to provide a complete and operable system.
- B. Verify correctness of parts lists and equipment model numbers and conformance of each component with manufacturer's specifications.
- C. Equipment shall be installed in accordance with the manufacturer's instructions.
- D. Equipment, except portable equipment, shall be held in place. This shall include equipment, enclosures, components, and cables. Fastenings and supports shall support their loads with a safety factor of at least 3 unless otherwise specified herein.
- E. Prevent and guard against electromagnetic and electrostatic hum and install the equipment to provide safety for the operator.
- F. Repair or replace any equipment or materials damaged during the construction period.

**3.2 GROUNDING:**

- A. Equipment shall be grounded in accordance with NFPA 70-2017 with Connecticut State Amendments as specified herein, and in accordance with the equipment supplier's recommendations.

**3.3 PHYSICAL INSTALLATION**

- A. Verify all rough-in requirements.
- B. Boxes, equipment, etc. shall be plumb and square.
- C. Equipment (except portable equipment) shall be firmly held in place. Fastenings and supports shall be adequate to support their loads with a safety factor of at least ten, or as required by code, whichever is greater. Equipment shall be braced for seismic conditions according to applicable codes and regulations.
- D. In the installation of equipment and cable, consideration shall be given not only to operational efficiency, but also to overall aesthetic factors.

**3.4 WORKMANSHIP AND OBSERVATION**

- A. Workmanship shall be of the best quality and none but competent and experienced Contractors shall be employed and shall be under the supervision of a competent and experienced foreman.
- B. Completed work shall represent a neat and orderly appearance.
- C. All work and materials shall be subject to observation at any and all times by representatives of the Architect, Owner and Consultant.
- D. The Contractor shall keep the job adequately staffed at all times, including a designated field supervisor present at the job site, and in responsible charge during all phases of installation and checkout. This supervisor shall be the same individual throughout the execution of the work, unless illness, loss of personnel, or other circumstances beyond the control of the contractor intervene.

**3.5 CUTTING BUILDING CONSTRUCTION**

- A. Obtain permission from the Architect or Owner and coordinate with other trades prior to cutting. Locate cuttings so they will not weaken structural components. Cut carefully and only the minimum amount necessary. Cut concrete with diamond core drills or concrete saws except where space limitations prevent the use of such tools.
- B. All construction materials damaged or cut into during the installation of this work must be repaired or replaced with materials of like kind and quality as original materials by skilled labor experienced in that particular building trade.

**3.6 CLEAN UP**

- A. Contractor shall continually remove debris, cuttings, crates, cartons, etc. created by his work. Such clean up shall be done daily and at sufficient frequency to eliminate hazard to the public, other workers, the building, or the Owner's employees. Before acceptance of the installation, Contractor shall carefully clean cabinets, panels, lighting fixtures, wiring devices, cover plates, etc. to remove dirt, cuttings, paint, plaster, mortar, concrete, etc. Blemishes to finished surfaces of apparatus shall be removed and new finish equal to the original applied.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- B. Remove dirt and debris from the interior of enclosures, outlet boxes, pull and junction boxes, and equipment cabinets.

SECTION 270090

TECHNOLOGY EQUIPMENT COMMISSIONING

PART 1 - GENERAL

1.1 DESCRIPTION:

- A. Commissioning is an ongoing process and shall be performed throughout the installation. Commissioning verifies that systems are operating in a manner consistent with the Contract Documents.
- B. This Section covers Technology Equipment commissioning, as required to demonstrate that the equipment and systems are ready for safe and satisfactory operation, as defined by the Contract Documents. Commissioning shall include, but shall not be limited to, identification of cabling and equipment, cleaning, check-out, testing and adjusting of systems, preparation of equipment and systems documentation and of maintenance and operation manuals, Owner training, and preparation of record drawings.
- C. Commissioning shall conclude with the completion of required testing, training, and system documentation as specified herein and required to demonstrate the proper operation of the technology equipment and systems.

1.2 QUALITY ASSURANCE:

- A. Provide a Technology Equipment Commissioning Supervisor. The Technology Equipment Commissioning Supervisor shall have 10 years experience in Technology Equipment contracting. The Technology Equipment Commissioning Supervisor shall become familiar with the Owner's project requirements and the requirements of the commissioning process as defined in this Section. The Technology Equipment Commissioning Supervisor shall coordinate and execute the required commissioning activities.
- B. The Technology Equipment Commissioning Supervisor shall review submittal data for conformance with the requirements of the Project, shall monitor compliance with the requirements specified herein for storage and protection of equipment during installation, shall oversee testing, and shall document that the scheduled and specified performance requirements of each system have been accomplished.

1.3 COMMISSIONING RESPONSIBILITIES:

- A. The Technology Equipment Commissioning Supervisor shall be responsible for, scheduling, supervising, coordinating, and executing the testing and commissioning activities as specified herein.
- B. Technology Equipment commissioning shall take place in three phases. Commissioning requirements for each phase are as follows:

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

1. Installation Phase:
  - a. Each Friday during the installation phase of the Project, transmit a weekly status update report to the Owner or Owner's representative (via e-mail).
  - b. Provide documentation of installed systems and equipment and develop functional testing procedures, prior to normal operation and maintenance manual submittals. This documentation shall include detailed manufacturer installation, operating, troubleshooting and maintenance procedures; full factory testing reports, if any; and full warranty information, including responsibilities of the Owner to keep the warranty in force. In addition, the installation, check-out materials that are actually shipped inside the equipment, and the actual field check-out sheet forms to be used by the factory or field technicians shall be submitted to the Owner.
  - c. Develop and submit to the Owner for review and comment, prior to system functional testing, a complete functional testing plan using manufacturer's testing procedures and functional testing checklists for equipment to be commissioned.
  - d. Assist in clarifying the proposed operation and control of commissioned equipment in areas where the specifications, drawings or equipment documentation is not sufficient for writing detailed testing procedures.
  - e. Review the proposed functional test procedures to ensure feasibility, safety, and equipment protection. Obtain approval from the Owner for proposed functional test procedures before the Commissioning phase begins.
  - f. Prepare a preliminary schedule for commissioning activities, including equipment testing and adjusting from start to completion, and update the schedule during the construction period, as appropriate. Notify the Owner immediately when commissioning activities not yet performed, or not yet scheduled, will delay the installation.
  - g. Provide functional testing for equipment and execute the Technology Equipment related portions of the functional checklists for commissioned equipment during the testing process.
  - h. Perform and document functional tests results, providing a copy to the Owner.
  - i. Correct noncompliance items before beginning acceptance testing. Discrepancies and problems shall be remedied before acceptance testing.

2. Acceptance Phase:
  - a. Place equipment and systems into operation and continue their operation during each working day of the acceptance testing and commissioning activities, as required.
  - b. Provide skilled technicians to execute acceptance testing of each system. Technicians shall be available and present during the agreed upon scheduled acceptance tests and for sufficient duration to complete the necessary tests, adjustments and problem-solving.
  - c. Perform acceptance testing for specified systems and equipment as directed by the Owner and interpret the test data as necessary.
  - d. Correct deficiencies (differences between specified and observed performance) as identified and interpreted by the Owner and retest the equipment, as required to demonstrate proper operation and performance.
  - e. Prepare operation and maintenance manuals as specified, including clarifying and updating the original sequences of operation to as-built conditions.
  - f. Maintain marked-up record drawings and produce final record drawings of project drawings and Contractor-generated coordination drawings.
  - g. Provide specified training of the Owner's operating personnel.
  - h. Coordinate with equipment manufacturers to determine specific requirements to maintain the validity of the warranty.
3. Warranty Period:
  - a. Correct deficiencies and make necessary adjustments to operations and maintenance manuals, and as-built drawings system or equipment modifications made during the warranty period. Provide complete, accurate, and up-to-date as-built drawings at completion of warranty period.
  - b. Warranty period shall begin upon the Owner's final acceptance of the systems.

## PART 2 - PRODUCTS

### 2.1 TEST EQUIPMENT:

- A. Standard testing equipment required to perform the required testing shall be provided by the Contractor for the equipment or system being tested.
- B. Test equipment shall be of the quality and accuracy required to test and/or measure system performance with the tolerances specified and shall have been calibrated within the last 12 months, or as specified herein. Equipment shall be calibrated according to the manufacturer's recommended intervals and when dropped or damaged. Calibration tags shall be affixed or certificates available on request. Accuracy of other sensors shall be at least twice that of the instrumentation being tested.

### PART 3 - EXECUTION

#### 3.1 CLEANING:

- A. Equipment and Equipment Rooms:
  - 1. Remove dust, dirt, rust, stains, and temporary covers.
  - 2. Foreign matter shall be blown, vacuumed, or cleaned out of and from equipment, and enclosures.
  - 3. In equipment rooms, clean equipment, and room surfaces from dust and dirt and maintain in a clean condition from date of substantial completion until final completion of work and corrective work.

#### 3.2 IDENTIFICATION:

- A. General:
  - 1. Identification shall consist of upper case letters.
  - 2. Provide labeling for patch cables and all equipment installed as part of this contract.
- B. Equipment:
  - 1. Provide and install labels for each item rack-mounted equipment.

#### 3.3 SUBMITTALS:

- A. Submit additional documentation as required to support the commissioning process. This additional submittal documentation shall include, at a minimum, the proposed functional testing plan, and functional testing checklists. Provide the functional testing plan and checklists to the Owner for approval at least 10 days before testing is to begin.

#### 3.4 FUNCTIONAL TESTING:

A. General:

1. Functional testing shall be performed as required to ensure that the equipment and systems are properly installed and ready for operation, so that acceptance testing may proceed without delays. Follow the approved functional testing procedures. Sampling strategies shall not be used for functional testing. The functional testing for equipment and subsystems of a given system shall be successfully completed and documented prior to acceptance testing of the system.
2. Functional testing plan: develop the detailed functional testing plans for equipment and systems that are to be commissioned, as specified herein. Review the proposed procedures and functional testing documentation to ensure that there is written documentation that each of the manufacturer-recommended procedures has been completed.
3. The functional testing plan shall include the manufacturer's standard written check-out procedures copied from the installation manuals and manufacturer's normally used field check-out sheets. The plan shall include checklists and procedures with specific boxes or lines for recording and documenting the tests recommended by the equipment manufacturer, and as specified herein. Each checklist shall include a summary statement with a signature block at the end of the plan.

**3.5 ACCEPTANCE TESTING:**

- A. Before obtaining permission from the Owner to schedule the acceptance tests, provide written certification that each system has been calibrated, tested and is ready to begin the 14 day burn-in period and acceptance testing.
- B. Conduct final acceptance test after a period of not less than 14 consecutive normal working days of trouble- free operation.
- C. During this burn-in period, each system shall operate continuously for 24 hours per day. During the acceptance test, demonstrate the correct operation of features and capabilities specified herein.
- D. The Owner reserves the right to witness the acceptance tests. Notify the Owner at least 10 days prior to the date scheduled for the tests.

**3.6 RETESTING OF EQUIPMENT AND/OR SYSTEMS:**

- A. Provide labor and materials required for retesting of any functional test found to be deficient.

- B. Prior to retesting, submit required data indicating that the deficient items have been completed and/or corrected to the Owner for approval and rescheduling of the functional test. If during the retesting it becomes apparent that the deficient items have not been completed and/or corrected as indicated in the data provided by the Contractor, the retesting shall be stopped. Costs for the commissioning team to further supervise the retesting of a functional test shall be the responsibility of the Contractor.

**3.7 TESTING DOCUMENTATION, NONCONFORMANCE, AND APPROVALS:**

- A. Provide the Owner with a list of outstanding items of the functional testing procedures that were not completed successfully within 2 days of test completion. The Owner will then review the Contractor's functional testing reports and submit either a noncompliance report or an approval form to the Contractor. The Contractor shall work with the Owner to retest deficiencies or uncompleted items. Correct items that are deficient or incomplete in the checklists and tests in a timely manner and notify the Owner as soon as outstanding items have been corrected. Resubmit an updated report and a statement of correction on the original noncompliance report. When requirements are completed, the Owner will recommend approval of the functional testing of each system and schedule the acceptance testing of the equipment or system.
- B. As acceptance testing progresses and deficiencies are identified, work with the Owner to resolve the issues.

**3.8 OPERATION AND MAINTENANCE DOCUMENTATION PACKAGE:**

- A. These operation and maintenance manual requirements supplement operation and maintenance manual documentation requirements of other Sections of these specifications.
- B. The Contractor shall compile and prepare documentation for equipment and systems, and deliver this documentation for inclusion in the operation and maintenance manuals prior to the training of the Owner's personnel. The Owner shall receive a copy of the operation and maintenance manuals for review.
- C. Operation and maintenance documentation, in PDF format, shall cover the Technology Equipment. Documentation shall include operations and maintenance documentation directory, Contractor emergency information, operating manuals, maintenance manuals, test reports, and Contract Documents.
- D. The operating and maintenance documentation package shall be submitted as one comprehensive package to the Owner 3 weeks before systems acceptance testing, and shall be updated, revised and completed during, and at completion of, commissioning.
- E. Documentation shall be type written and shall contain, at a minimum, the following information.
  - 1. Introduction:

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- a. Project name, Contract number, Contractors' name, address, and telephone and facsimile numbers.
  - b. Index.
2. Operations and Maintenance Documentation Directory:
- a. Explanation of the identification system used, including lists of systems, equipment and component identifiers and names.
3. Operating Manual:
- a. General information for each system as applicable:
    - 1) System features.
    - 2) System description.
  - b. Technical information for each system as applicable:
    - 1) System specifications.
    - 2) Operating routines and procedures.
    - 3) User programming instructions.
    - 4) Special procedures.
    - 5) Basic troubleshooting.
    - 6) Operating Manuals.
4. Maintenance Manual:
- a. Descriptions (specifications) of the equipment and components.
  - b. Description of function, as applicable: the function of the equipment, functional parameters, and performance verification procedures.
  - c. Recommended maintenance procedures and their recommended frequency for this Project.
  - d. Name, address and contact of at least one qualified service company.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

- e. Recommended list of spare parts, part numbers, and the place(s) from which they can be obtained.
  - f. Original purchase order number; date of purchase; name, address, and the telephone number of the Contractor; and warranty information.
  - g. Manufacturer's recommended procedures.
  - h. Any other information needed for the preparation of documents supporting the management of operation and maintenance programs.
  - i. Copies of software configuration files and/or programming files, as applicable.
5. Test Reports and Certifications:
- a. Copies of tests and certifications performed during manufacture, construction, and commissioning.
6. Contract Documents:
- a. Record drawings.
  - b. Approved submittals.
  - c. Warranty certificates.
  - d. Inspection certificates.
  - e. Commissioning report.
- F. Submit a receipt signed by the Owner acknowledging receipt of the operation and maintenance documentation package.

**3.9 RECORD DRAWINGS:**

- A. Upon completion of the Project, submit record drawings indicating as-built conditions of the wireless access point equipment incorporating changes made during the project. Submit the following:
- 1. Scaled floor plans clearly indicating equipment locations including equipment identification and references to any cross connects. Floor plans shall include all phone devices installed by the Contractor and their associated DID submitted, IP telephony system equipment, LAN equipment, and Wi-Fi equipment, electronically in PDF format. Provide two hard copies in full size print to the Owner along with the electronic copy.

2. Logical network diagram of final system configuration.
- B. A record of as-built conditions shall be maintained at the site, shall be kept current throughout the Project, and shall be used in the preparation of the final record drawings.
- C. Record drawings shall, as a minimum, include:
1. The manufacturer and model number of each piece of equipment.
  2. Equipment location and orientation.
  3. Revised shop drawings indicating field and as-installed conditions.

**3.10 MAINTENANCE:**

- A. Equipment operated prior to the date of the Owner's final system acceptance shall be maintained in accordance with manufacturers' recommendations.

**3.11 INSTRUCTION OF OPERATING PERSONNEL:**

- A. Conduct formal user training sessions for operating personnel.
- B. Prepare and submit a syllabus describing an overview of the program, describing how the program will be conducted, when and where meetings are to be held, names and company affiliations of lecturers, description of contents and outline for each lecture, and recommended reference material and outside reading. Obtain direction from the Owner on which operating personnel shall be instructed in each system.
- C. The Contractor shall digitally record the training classes and digital copies shall be given to the Owner.
- D. Sessions shall include:
1. General familiarization and operating procedures for each Technology Equipment installation.
  2. Routine maintenance procedures for equipment.
  3. User level programming.

**TECHNOLOGY EQUIPMENT  
NEW FAIRFIELD HIGH SCHOOL  
54 GILLOTTI ROAD  
NEW FAIRFIELD, CONNECTICUT  
PHASE 3 OF 3  
STATE PROJECT No. 091-0044N**

4. Provide a complete record copy of all training materials, handouts, and other printed materials.
5. Obtain receipt acknowledging completion of each item of instruction.

**3.12 USER TRAINING:**

**A. Technology Equipment:**

1. Conduct general user training using manufacturer certified trainer for the system. The Contractor shall submit the Trainer's resume for approval before training is to begin. The total hours of user training is 8 hours onsite to be coordinated with the owner. Training hours only is actual time on site in training classes. Travel time shall not be included in these hours.
2. Provide appropriate user training flyers or manuals for each training class.
3. Provide training classes at a time and location mutually agreed upon by the Owner and the Contractor.

# **ITEM DATA SHEETS**

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |   |
|---------------|---|
| Item Tag:     | DP1, DP2, DP3, DP4  |
| Manufacturer: | Smart Technologies  |
| Model Number: | 55" – SBID-MX255-V3<br>75" – SBID-MX275-V3<br>86" – SBID-MX286-V3 |
| Description:  | Interactive Display   |
| Procurement:  | Public Bid  |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |  |
|---------------|--|
| Item Tag:     | DP5, DP6, DP7  |
| Manufacturer: | Samsung  |
| Model Number: | 55" (DP5) – LH55BETHLGFX/GO<br>75" (DP6) – LH75BETHLGFX/GO<br>32" (DP7) – LH32QMRBBGCXZA |
| Description:  | Non-Interactive Display  |
| Procurement:  | Public Bid   |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                     |
|--|---------------------|
| Item Tag:  | WC1                 |
| Manufacturer:  | Logitech            |
| Model Number:  | 960-001257          |
| Description:   | C920s Pro HD Webcam |
| Procurement:   | Public Bid          |
|  |                     |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |  |
|--|--|
| Item Tag:  | WM1, WM2                                     |
| Manufacturer:  | Legrand                                      |
| Model Number:  | Large (WM1) – LTM1U<br>X-Large (WM2) – XTM1U |
| Description:   | Wall-Mount for 55" / 75" Display             |
| Procurement:   | Public Bid                                   |
|  |  |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                               |
|---|-------------------------------|
| Item Tag:   | WM3                           |
| Manufacturer:   | Legrand                       |
| Model Number:   | LCM1U                         |
| Description:  | Ceiling-Mount for 55" Display |
| Procurement:  | Public Bid                    |
|  |                               |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |  |
|---|--|
| Item Tag:   | PC1  |
| Manufacturer:   | Intel  |
| Model Number:   | BXNUC10I3FNHN1                                 |
| Description:  | Ultra Small Form Factor PC for Digital Signage |
| Procurement:  | Public Bid                                     |
|  |  |

**PRODUCT DATA SHEET**

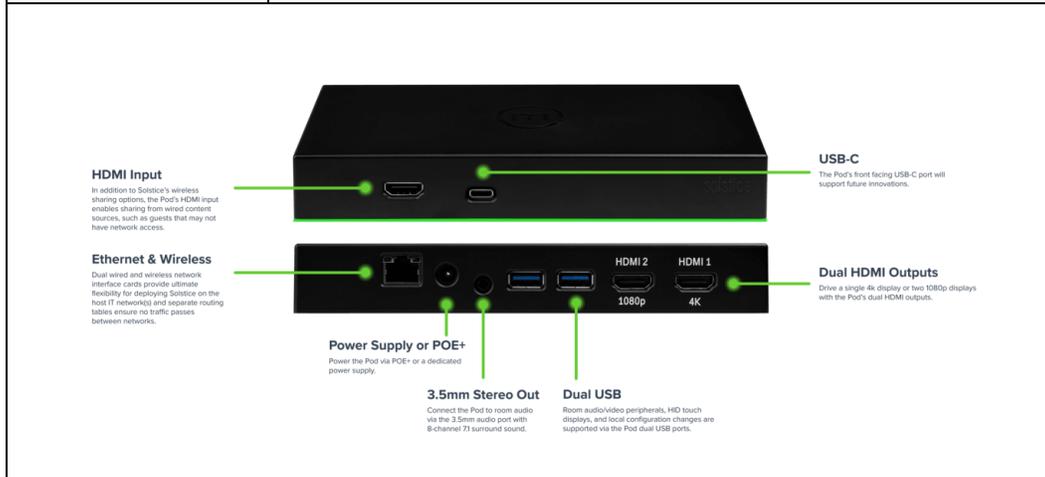
**NEW FAIRFIELD HIGH SCHOOL**

|  |                         |
|--|-------------------------|
| Item Tag:  | AV1                     |
| Manufacturer:  | Crestron                |
| Model Number:  | UC-MX50-U               |
| Description:   | Video Conference System |
| Procurement:   | Public Bid              |
|  |                         |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |                                     |
|---------------|-------------------------------------|
| Item Tag:     | AV2                                 |
| Manufacturer: | Mersive Technologies                |
| Model Number: | SP-8100-E1                          |
| Description:  | Collaboration Kit with Power Supply |
| Procurement:  | Public Bid                          |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                  |
|---|------------------|
| Item Tag:   | AV3              |
| Manufacturer:   | Google           |
| Model Number:   | Chromecast       |
| Description:  | Gen 3 Chromecast |
| Procurement:  | Public Bid       |
|  |                  |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                      |
|--|----------------------|
| Item Tag:  | AV4                  |
| Manufacturer:  | StarTech             |
| Model Number:  | HDMI-SPLITTER-44K60S |
| Description:   | 1x4 HDMI Splitter    |
| Procurement:   | Public Bid           |
|  |                      |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                                     |
|--|-------------------------------------|
| Item Tag:  | CBL1                                |
| Manufacturer:  | StarTech                            |
| Model Number:  | USB2HAB50AC                         |
| Description:   | USB-A to USB-B 49' Active USB Cable |
| Procurement:   | Public Bid                          |
|  |                                     |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                                   |
|---|-----------------------------------|
| Item Tag:   | CBL2                              |
| Manufacturer:   | StarTech                          |
| Model Number:   | MU15MMS                           |
| Description:  | Audio 3.5mm Male-Male Cable - 15' |
| Procurement:  | Public Bid                        |
|  |                                   |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                 |
|---|-----------------|
| Item Tag:   | CBL3            |
| Manufacturer:   | StarTech        |
| Model Number:   | HDMMV2M         |
| Description:  | HDMI Cable - 6' |
| Procurement:  | Public Bid      |
|  |                 |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                  |
|---|------------------|
| Item Tag:   | CBL4             |
| Manufacturer:   | StarTech         |
| Model Number:   | HDMIMM80AC       |
| Description:  | HDMI Cable - 80' |
| Procurement:  | Public Bid       |
|  |                  |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                           |
|--|---------------------------|
| Item Tag:  | MON1                      |
| Manufacturer:  | Dell                      |
| Model Number:  | S2421SH                   |
| Description:   | 24" Monitor               |
| Procurement:   | State Contract: 13PSX0280 |
|  |                           |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                           |
|--|---------------------------|
| Item Tag:  | MON2                      |
| Manufacturer:  | Dell                      |
| Model Number:  | U2722D                    |
| Description:   | 27" Monitor               |
| Procurement:   | State Contract: 13PSX0280 |
|  |                           |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                           |
|--|---------------------------|
| Item Tag:  | ACC1                      |
| Manufacturer:  | Logitech                  |
| Model Number:  | 920-010020                |
| Description:   | Wired Keyboard & Mouse    |
| Procurement:   | State Contract: 13PSX0280 |
|  |                           |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |                           |
|---------------|---------------------------|
| Item Tag:     | ACC2                      |
| Manufacturer: | Logitech                  |
| Model Number: | 981-000811                |
| Description:  | Pro-G Wired Headphones    |
| Procurement:  | State Contract: 13PSX0280 |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |  |
|--|--|
| Item Tag:  | PC2, SW1, SVC1   |
| Manufacturer:  | Apple  |
| Model Number:  | Mac-Mini   |
| Description:   | Mac-Mini PC with Pro Apps Bundle for Education and AppleCare+ (4-Year) |
| Procurement:   | State Contract: 13PSX0280  |
|  |  |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |                           |
|---------------|---------------------------|
| Item Tag:     | PC3                       |
| Manufacturer: | Dell                      |
| Model Number: | Precision 3660            |
| Description:  | Windows PC for Design Lab |
| Procurement:  | State Contract: 13PSX0280 |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |                             |
|---------------|-----------------------------|
| Item Tag:     | PC4                         |
| Manufacturer: | Dell                        |
| Model Number: | OptiPlex 7000               |
| Description:  | Windows PC for Language Lab |
| Procurement:  | State Contract: 13PSX0280   |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |  |
|--|--|
| Item Tag:  | NW1                                    |
| Manufacturer:  | Extreme Networks                       |
| Model Number:  | X450-G2-48p-10GE4                      |
| Description:   | 48-Port PoE Switch with (4) 10-GB SFP+ |
| Procurement:   | Public Bid                             |
|  |  |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                           |
|---|---------------------------|
| Item Tag:   | NW2                       |
| Manufacturer:   | Extreme Networks          |
| Model Number:   | 10301                     |
| Description:  | 10-GB Optical Transceiver |
| Procurement:  | Public Bid                |
|  <p><b>NOTE:</b> These are generic representations.<br/>Details, like the color of the equipment, might vary.</p> |                           |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                                |
|--|--------------------------------|
| Item Tag:  | WAP1                           |
| Manufacturer:  | Extreme Networks               |
| Model Number:  | AP410C-FCC                     |
| Description:   | Wireless Access Point - Indoor |
| Procurement:   | Public Bid                     |
|  |                                |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |  |
|--|--|
| Item Tag:  | WAP2                                       |
| Manufacturer:  | Extreme Networks                           |
| Model Number:  | AP510C-WW                                  |
| Description:   | Wireless Access Point – Indoor Large Venue |
| Procurement:   | Public Bid                                 |
|  |  |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|  |                                 |
|--|---------------------------------|
| Item Tag:  | WAP3                            |
| Manufacturer:  | Extreme Networks                |
| Model Number:  | AP460C                          |
| Description:   | Wireless Access Point – Outdoor |
| Procurement:   | Public Bid                      |
|  |                                 |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|               |                                     |
|---------------|-------------------------------------|
| Item Tag:     | CH1                                 |
| Manufacturer: | Luxor                               |
| Model Number: | LLTMWV12-G                          |
| Description:  | 12-Tablet / Chromebook Charging Box |
| Procurement:  | Direct Purchase                     |



**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |   |
|---|---|
| Item Tag:   | CH2                                       |
| Manufacturer:   | Otterbox                                  |
| Model Number:   | 78-52695                                  |
| Description:  | Lightning to USB-A Dual Port Charging Kit |
| Procurement:  | Direct Purchase                           |
|  |   |

**PRODUCT DATA SHEET**

**NEW FAIRFIELD HIGH SCHOOL**

|   |                      |
|---|----------------------|
| Item Tag:   | PH1                  |
| Manufacturer:   | Grandstream Networks |
| Model Number:   | GXP2130              |
| Description:  | Telephone Handset    |
| Procurement:  | Direct Purchase      |
|  |                      |

# **BID FORMS**

# State Contracting Portal (Verification of DAS Contract Availability)

## [Contract # 13PSX0280](#)

### Minnesota NASPO ValuePoint Computer Equipment as outlined in each Participating Addendum

This multiple award Contract is facilitated by NASPO ("National Association of State Procurement Officials") Valuepoint and led by the State of Minnesota. The following link will direct you to the NASPO Valuepoint Master Agreement:  
<https://www.naspovaluepoint.org/portfolio/computer-equipment-peripherals-related-services-2015-2021/>. This contract is for the purchase of computers, laptops, tablets, accessories and software at time of purchase. Hard drive removal should be considered at time of procurement and price. Printers are not part of this award. Reverse auction items are indicated and should be considered before ordering other contracted items.

### Contract Administration

**Administrator:** Alison Monroe  
**Administrator Email:** [alison.monroe@ct.gov](mailto:alison.monroe@ct.gov)  
**Organization:** State of Connecticut

### Vendor

Multiple Vendors Available

### Contract Pricing

**Agreement Type:** Master  
**Contract Type:** Migrated DAS Contract  
**Pricing Type:** No Limit  
**Value:** \$0.00

### Contract Period

**Issue Date:** Sep 27, 2013  
**Award Date:** Oct 1, 2015  
**Effective Date:** Oct 1, 2015  
**Expiration Date:** Mar 1, 2023

**VENDOR PRICING FORM**  
**NEW FAIRFIELD HIGH SCHOOL**  
**BID PACKAGE #1 – AUDIO-VISUAL EQUIPMENT**

This quotation is made with the understanding that it will not be withdrawn before **90 days after submission**.

Furthermore, the undersigned declares the Project Site, Drawings, Project Manual, Addenda, and the availability of material and labor has been carefully examined and agrees to furnish and install technology equipment as specified and scheduled, including all supervision, material, labor, tools, apparatus and implements, freight, permits, removal of debris, and cartage. The undersigned also agrees to complete the Work in accordance with the Contract Documents within the time limit stated in the Project Manual.

The undersigned is submitting with the Vendor Pricing Form, a completed itemized sheet with unit prices and extended prices indicated. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part. After review of all factors, terms and conditions, including price, the purchasing authority of the Town of New Fairfield reserves the right to reject any and all quotations, or any part thereof, or waive defects in same, or accept any proposal quotation to be in the best interest of the Town of New Fairfield.

Project:           New Fairfield High School  
                          54 Gillotti Road  
                          New Fairfield, CT

Vendor:           \_\_\_\_\_

                          Company

                          \_\_\_\_\_

                          Address

                          \_\_\_\_\_

                          City, State, ZIP

                          \_\_\_\_\_

                          Contact Name

                          \_\_\_\_\_

                          Phone Number                           E-Mail Address

*I have examined the Project Drawings, Project Manual and other associated documents, and agree that if my company is awarded a contract to provide any of the products and/or services sought in this Vendor Pricing Form, my company will provide the Owner with the products and/or services according to the requirements as described on the Drawings and Project Manual. Any and all deviations are in writing and attached.*

Signed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By.....: \_\_\_\_\_

Print Name .....: \_\_\_\_\_

Position/Title.....: \_\_\_\_\_

Vendor: \_\_\_\_\_

**VENDOR PRICING FORM**

| AUDIO VISUAL EQUIPMENT – PUBLIC BID  |             |                |                                   |            |             |                   |                       |
|--|-------------|----------------|-----------------------------------|------------|-------------|-------------------|-----------------------|
| <u>Item</u>  | <u>Mfg.</u> | <u>Part #</u>  | <u>Description</u>                | <u>Qty</u> | <u>MSRP</u> | <u>% Discount</u> | <u>Extended Price</u> |
| <b><u>TE1.1 – Interactive Display (55”) for Small Instructional Space</u></b>    |             |                |                                   |            |             |                   |                       |
| DP1  | Smart Tech. | SBID-MX255-V3N | 55" Interactive Display           |            | \$          | %                 | \$                    |
| WC1  | Logitech    | 960-001257     | C920s Pro HD Webcam               |            | \$          | %                 | \$                    |
| CBL1   | StarTech    | USB2HAB50AC    | USB-A to USB-B 49' Active Cable   |            | \$          | %                 | \$                    |
| CBL2   | StarTech    | MU15MMS        | Audio 3.5mm Male-Male Cable - 15' |            | \$          | %                 | \$                    |
| <b><u>TE1.2 – Interactive Display (75”) for Standard Instructional Space</u></b> |             |                |                                   |            |             |                   |                       |
| DP3  | Smart Tech. | SBID-MX275-V3N | 75" Interactive Display           |            | \$          | %                 | \$                    |
| WC1  | Logitech    | 960-001257     | C920s Pro HD Webcam               |            | \$          | %                 | \$                    |
| CBL1   | StarTech    | USB2HAB50AC    | USB-A to USB-B 49' Active Cable   |            | \$          | %                 | \$                    |
| CBL2   | StarTech    | MU15MMS        | Audio 3.5mm Male-Male Cable - 15' |            | \$          | %                 | \$                    |
| <b><u>TE1.3 – Interactive Display (85”) for Large Instructional Space</u></b>    |             |                |                                   |            |             |                   |                       |
| DP4  | Smart Tech. | SBID-MX286-V3N | 86" Interactive Display           |            | \$          | %                 | \$                    |
| WC1  | Logitech    | 960-001257     | C920s Pro HD Webcam               |            | \$          | %                 | \$                    |
| CBL1   | StarTech    | USB2HAB50AC    | USB-A to USB-B 49' Active Cable   |            | \$          | %                 | \$                    |
| CBL2   | StarTech    | MU15MMS        | Audio 3.5mm Male-Male Cable - 15' |            | \$          | %                 | \$                    |

| <b><u>TE1.4 – Digital Signage (Small) – Wall Mounted</u></b>    |                 |                          |  |  |    |   |    |
|---|-----------------|--------------------------|--|--|----|---|----|
| DP5   | Samsung         | LH55BETHLGFX/GO          | 55" LED Display                                |  | \$ | % | \$ |
| WM1   | Legrand (Chief) | LTM1U                    | Wall Mount for 55" Display                     |  | \$ | % | \$ |
| PC1   | Intel           | BXNUC10I3FNHN1           | Ultra Small Form Factor PC for Digital Signage |  | \$ | % | \$ |
| CBL3  | StarTech        | HDMMV2M                  | HDMI Cable – 6'                                |  | \$ | % | \$ |
| <b><u>TE1.5 – Digital Signage (Small) – Ceiling Mounted</u></b> |                 |                          |  |  |    |   |    |
| DP5   | Samsung         | LH55BETHLGFX/GO          | 55" LED Display                                |  | \$ | % | \$ |
| WM3   | Legrand (Chief) | LCM1U                    | Ceiling Mount for 55" Display                  |  | \$ | % | \$ |
| PC1   | Intel           | BXNUC10I3FNHN1           | Ultra Small Form Factor PC for Digital Signage |  | \$ | % | \$ |
| CBL3  | StarTech        | HDMMV2M                  | HDMI Cable – 6'                                |  | \$ | % | \$ |
| <b><u>TE1.6 – Digital Signage (Large) – Wall Mounted</u></b>    |                 |                          |  |  |    |   |    |
| DP6   | Samsung         | LH75BETHLGFX/GO          | 75" LED Display                                |  | \$ | % | \$ |
| WM2   | Legrand (Chief) | XTM1U                    | Wall Mount for 75" Display                     |  | \$ | % | \$ |
| PC1   | Intel           | BXNUC10I3FNHN1           | Ultra Small Form Factor PC for Digital Signage |  | \$ | % | \$ |
| CBL3  | StarTech        | HDMMV2M                  | HDMI Cable – 6'                                |  | \$ | % | \$ |
| <b><u>TE1.7 – Collaboration Table A/V</u></b>                   |                 |                          |  |  |    |   |    |
| DP7   | Samsung         | LH32QMRBBGCXZA           | 32" LED Display                                |  | \$ | % | \$ |
| AV2   | Mersive Tech.   | SP-8100-E1 + Pwr. Supply | Collaboration Kit with Power Supply            |  | \$ | % | \$ |
| AV3   | Google          | Chromecast               | Gen 3 Chromecast                               |  | \$ | % | \$ |
| CBL3  | StarTech        | HDMMV2M                  | HDMI Cable – 6'                                |  | \$ | % | \$ |

| <b><u>TE1.8 – Wellness Room A/V</u></b>                          |   |                              |                            |                         |                                  |  |                       |
|--|---|------------------------------|----------------------------|-------------------------|----------------------------------|--|-----------------------|
| DP5  | Samsung   | LH55BETHLGFX/GO              | 55" LED Display            |                         | \$                               | %  | \$                    |
| WM1  | Legrand (Chief)                                 | LTM1U                        | Wall Mount for 55" Display |                         | \$                               | %  | \$                    |
| CBL3   | StarTech  | HDMMV2M                      | HDMI Cable – 6'            |                         | \$                               | %  | \$                    |
| CBL4   | StarTech  | HDMIMM80AC                   | HDMI Cable – 80'           |                         | \$                               | %  | \$                    |
| AV4  | StarTech  | HDMI-SPLITTER-44K60S         | 1x4 HDMI Splitter          |                         | \$                               | %  | \$                    |
| <b><u>TE1.9 – Private Office LED Display</u></b>                 |   |                              |                            |                         |                                  |  |                       |
| DP5  | Samsung   | LH55BETHLGFX/GO              | 55" LED Display            |                         | \$                               | %  | \$                    |
| WM1  | Legrand (Chief)                                 | LTM1U                        | Wall Mount for 55" Display |                         | \$                               | %  | \$                    |
| <b><u>TE1.10 – Conference Room A/V</u></b>                       |   |                              |                            |                         |                                  |  |                       |
| DP6  | Samsung   | LH75BETHLGFX/GO              | 75" LED Display            |                         | \$                               | %  | \$                    |
| WM2  | Legrand (Chief)                                 | XTM1U                        | Wall Mount for 75" Display |                         | \$                               | %  | \$                    |
| AV1  | Crestron  | UC-MX50-U                    | Video Conference System    |                         | \$                               | %  | \$                    |
| CBL3   | StarTech  | HDMMV2M                      | HDMI Cable – 6'            |                         | \$                               | %  | \$                    |
|  |   |                              |                            |                         | <b>MATERIAL SUBTOTAL</b>         |  | <b>\$</b>             |
|  |   |                              |                            |                         | <b>FREIGHT</b>                   |  | <b>\$</b>             |
|  |   | <u>Installation Services</u> | <u>Hourly Rate</u>         | <u># Hours per Unit</u> | <u>Total Labor Cost per Unit</u> | <u>Quantity of Units to be Installed</u> | <u>Extended Price</u> |
| INST1  | Installation - Interactive Display & Mount      |                              | \$                         |                         | \$                               |  | \$                    |
| INST2  | Installation - Digital Signage Screen and Mount |                              | \$                         |                         | \$                               |  | \$                    |
| INST3  | Installation – LED Display and Mount            |                              | \$                         |                         | \$                               |  | \$                    |
| INST4  | Installation - Conference Room Audio Visual     |                              | \$                         |                         | \$                               |  | \$                    |
| <b>INSTALLATION SERVICES SUBTOTAL:</b>                           |   |                              |                            |                         |                                  | <b>\$</b>                                |                       |
| <b>GRAND TOTAL (MATERIAL + FREIGHT + INSTALLATION SERVICES):</b> |   |                              |                            |                         |                                  |  | <b>\$</b>             |



Vendor: \_\_\_\_\_

**VENDOR PRICING FORM**

| COMPUTER HARDWARE – STATE CONTRACT #13PSX0280                                   |             |                |                               |            |  |                   |                       |
|---|-------------|----------------|-------------------------------|------------|--|-------------------|-----------------------|
| <u>Item</u>   | <u>Mfg.</u> | <u>Part #</u>  | <u>Description</u>            | <u>Qty</u> | <u>MSRP</u>                              | <u>% Discount</u> | <u>Extended Price</u> |
| <b><u>TE2.1 – Design Lab PC &amp; Monitor</u></b>                               |             |                |                               |            |  |                   |                       |
| PC3   | Dell        | Precision 3660 | Dell Precision 3660 PC        |            | \$                                       | %                 | \$                    |
| MON2  | Dell        | U2722D         | 27" Monitor                   |            | \$                                       | %                 | \$                    |
| <b><u>TE2.2 – Language Lab PC, Monitor &amp; Accessories</u></b>                |             |                |                               |            |  |                   |                       |
| PC4   | Dell        | OptiPlex 7000  | Dell OptiPlex 7000 PC         |            | \$                                       | %                 | \$                    |
| MON1  | Dell        | S2421SH        | 24" Monitor                   |            | \$                                       | %                 | \$                    |
| ACC2  | Logitech    | 981-000811     | Pro G Wired Headphones        |            | \$                                       | %                 | \$                    |
| <b><u>TE2.3 – Mac-Mini, Monitor, Keyboard/Mouse, Software &amp; Support</u></b> |             |                |                               |            |  |                   |                       |
| PC2   | Apple       | N/A            | Mac-Mini PC                   |            | \$                                       | %                 | \$                    |
| MON2  | Dell        | U2722D         | 27" Monitor                   |            | \$                                       | %                 | \$                    |
| ACC1  | Logitech    | 920-010020     | Wired Keyboard / Mouse        |            | \$                                       | %                 | \$                    |
| SW1   | Apple       | N/A            | Pro Apps Bundle for Education |            | \$                                       | %                 | \$                    |
| SVC1  | Apple       | N/A            | AppleCare+ - 4-year           |            | \$                                       | %                 | \$                    |
|   |             |                |                               |            | <b>MATERIAL SUBTOTAL</b>                 |                   | <b>\$</b>             |
|   |             |                |                               |            |  | <b>FREIGHT</b>    | <b>\$</b>             |
|   |             |                |                               |            | <b>GRAND TOTAL (MATERIAL + FREIGHT):</b> |                   | <b>\$</b>             |



Vendor: \_\_\_\_\_

**VENDOR PRICING FORM**

| NETWORK EQUIPMENT – PUBLIC BID                          |                  |                   |  |            |             |                   |                       |
|---|------------------|-------------------|--|------------|-------------|-------------------|-----------------------|
| <u>Item</u>   | <u>Mfg.</u>      | <u>Part #</u>     | <u>Description</u>                         | <u>Qty</u> | <u>MSRP</u> | <u>% Discount</u> | <u>Extended Price</u> |
| <b><u>TE3.1 – Network Switches</u></b>                  |                  |                   |  |            |             |                   |                       |
| NW1   | Extreme Networks | X450-G2-48p-10GE4 | 48-Port PoE Switch with (4) 10-GB SFP+     |            | \$          | %                 | \$                    |
| NW2   | Extreme Networks | 10301             | 10-GB Optical Transceiver                  |            | \$          | %                 | \$                    |
| <b><u>TE3.2 thru TE3.4 – Wireless Access Points</u></b> |                  |                   |  |            |             |                   |                       |
| WAP1  | Extreme Networks | AP410C-FCC        | Wireless Access Point - Indoor             |            | \$          | %                 | \$                    |
| WAP2  | Extreme Networks | AP510C-WW         | Wireless Access Point – Indoor Large Venue |            | \$          | %                 | \$                    |
| WAP3  | Extreme Networks | AP460C            | Wireless Access Point – Outdoor            |            | \$          | %                 | \$                    |
| <b>MATERIAL SUBTOTAL</b>                                |                  |                   |  |            |             |                   | <b>\$</b>             |
| <b>FREIGHT</b>  |                  |                   |  |            |             |                   | <b>\$</b>             |
| <b>GRAND TOTAL (MATERIAL + FREIGHT):</b>                |                  |                   |  |            |             |                   | <b>\$</b>             |



**VENDOR PRICING FORM (CONTINUED)**

**NEW FAIRFIELD HIGH SCHOOL  
MAC PC SETUP AND CONFIGURATION**

**Part 1 - Company Information**

1. How long has your company been in business?
  
2. How long has your company or division been providing installation services for Apple products?
  
3. If your company is a distributor or integrator of the proposed product, is your company authorized by the manufacturer to do so and how long has your company been authorized?
  
4. How many employees do you have?
  
5. How many technicians are certified on the equipment identified in this RFP for which services will be provided?
  
6. Provide a minimum of 3 references for customers where similar services have been provided. Include contact names, telephone numbers, addresses, and indicate the year services were performed.
  
7. What is your current availability of resources to compete this project?

**Part 2 – Scope of Services**

1. Provide a detailed scope of work for this engagement, including the proposed project team. Scope of work may be submitted as an attachment.
  
2. Provide hourly rates and the role of each project member to be assigned to the project, the quantity of hours for each, and an extended price for role. All rates listed shall be inclusive of all travel and other expenses. Rates may be submitted as an attachment.

*I have examined the RFP Bid documents and specifications, and agree that if my company is awarded a contract to provide any of the products and/or services sought in this RFP, my company will provide the Owner with the products and/or services according to the requirements of the RFP. Any and all deviations from the RFP Bid Specifications are in writing and attached.*

*Checklist:*

- *Company Overview*
- *Answers to all Bid Response Questions*
- *Detailed pricing for Installation Services.*
- *Detailed Scope of Work for Installation Services*
- *Signed RFP Response below*
- ***As a condition precedent to a contract award, bidders may be asked by the Town to provide a current financial statement to the Town. Failure to provide a current financial statement within 48 hours of the Town's request shall be grounds for disqualification***

Representative Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





*I have examined the RFP Bid documents and specifications, and agree that if my company is awarded a contract to provide any of the products and/or services sought in this RFP, my company will provide the Owner with the products and/or services according to the requirements of the RFP. Any and all deviations from the RFP Bid Specifications are in writing and attached.*

*Checklist:*

- *Company Overview*
- *Answers to all Bid Response Questions*
- *Detailed pricing for Installation Services.*
- *Detailed Scope of Work for Installation Services*
- *Signed RFP Response below*
- ***As a condition precedent to a contract award, bidders may be asked by the Town to provide a current financial statement to the Town. Failure to provide a current financial statement within 48 hours of the Town's request shall be grounds for disqualification***

Representative Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **ROOM INVENTORY**





|                |                   |           | TECHNOLOGY EQUIPMENT GROUP AND DESCRIPTION      |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
|----------------|-------------------|-----------|---|--|---|--|--|---|-------------------------|-------------------|----------------------------|---------------------|-------------------------|---------------------------------------|--|----------------|--------------------------------|--|---------------------------------|---|---|---|--------------------------------------|
| ROOM #         | LOCATION          | DRAWING # | TE1.1   | TE1.2  | TE1.3   | TE1.4                                  | TE1.5                                  | TE1.6                                     | TE1.7                   | TE1.8             | TE1.9                      | TE1.10              | TE2.1                   | TE2.2                                 | TE2.3                                      | TE3.1          | TE3.2                          | TE3.3                                      | TE3.4                           | TE4.1   | TE5.1   | CH1                                     | PH1                                  |
|                |                   |           | Interactive Display - Small Instructional Space | Interactive Display - Standard Instructional Space | Interactive Display - Large Instructional Space | Digital Signage (Small) - Wall Mounted | Digital Signage (Large) - Wall Mounted | Digital Signage (Small) - Ceiling Mounted | Collaboration Table A/V | Wellness Room A/V | Private Office LED Display | Conference Room A/V | Design Lab PC & Monitor | Language Lab PC, Monitor & Headphones | Mac PC, Monitor, Keyboard, Mouse, Software | Network Switch | Wireless Access Point - Indoor | Wireless Access Point - Indoor Large Venue | Wireless Access Point - Outdoor | Professional Services - Mac Config & Installation | Professional Services - Network Configuration | Charging Box & Cables (Direct Purchase) | Telephone Handsets (Direct Purchase) |
| 2D26           | Asst Principal    | T-171d    |   |  |   |  |  |   |                         | 1                 |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 2D28           | Principal         | T-171d    |   |  |   |  |  |   |                         | 1                 |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 2D31           | Conference Room   | T-171d    |   |  |   |  |  |   |                         |                   | 1                          |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 2D37           | Reception         | T-171d    |   |  | 1   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 2EXT           | Level 2 Exterior  | T-172b    |   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                | 2                              |  |                                 |   |   |   |                                      |
| 3C02           | Science Classroom | T-173c    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C04           | Flex Classroom    | T-173c    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C13           | Classroom         | T-173c    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C14           | Classroom         | T-173c    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C15           | Support Room      | T-173c    | 1   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 3C16           | Seminar Room      | T-173c    | 1   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C17           | Classroom         | T-173c    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C18           | Classroom         | T-173c    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3C19           | Huddle Room       | T-173c    | 1   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 3D01           | Science Classroom | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D02           | Prep Room         | T-173d    |   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   | 1                                       |                                      |
| 3D03           | Science Classroom | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D07           | Classroom         | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D08           | Resource          | T-173d    | 1   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| 3D09           | Classroom         | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D11           | Classroom         | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D13           | Classroom         | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D14           | Classroom         | T-173d    |   | 1  |   |  |  |   |                         |                   |                            |                     |                         |                                       | 1  |                |                                |  |                                 |   |   |   |                                      |
| 3D15           | Huddle Room       | T-173d    | 1   |  |   |  |  |   |                         |                   |                            |                     |                         |                                       |  |                |                                |  |                                 |   |   |   |                                      |
| <b>TOTALS:</b> |                   |           | 13  | 40   | 4   | 8                                      | 4                                      | 3   | 4                       | 1                 | 5                          | 2                   | 20                      | 27                                    | 32   | 2              | 14                             | 4  | 7                               | 32  | 1   | 3                                       | 11                                   |

| Floor | Room No. | Room Name    | Item  | Item Description                                  | Manufacturer         | Model #           | Quantity | Procurement     | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|--------------|-------|---|----------------------|-------------------|----------|-----------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 1     | 1A07     | Instrumental | DP4   | Interactive Display - 86"                         | Smart Technologies   | SBID-MX286-V3N    | 1        | Public Bid      | \$ 7,335.00 | 25%        | \$ 5,501.25 | \$ 5,501.25   | \$ 5,501.25     | \$ -              |
| 1     | 1A07     | Instrumental | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1A07     | Instrumental | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1A07     | Instrumental | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1A07     | Instrumental | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1A07     | Instrumental | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1A09     | Construction | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N    | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1A09     | Construction | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1A09     | Construction | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1A09     | Construction | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1A09     | Construction | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1A09     | Construction | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1A14     | MDF          | INST6 | Prof. Services for Reconfiguration of Network     | N/A                  | N/A               | 32       | Public Bid      | \$ 200.00   | 0%         | \$ 200.00   | \$ 6,400.00   | \$ 6,400.00     | \$ -              |
| 1     | 1A14     | MDF          | NW1   | 48-Port PoE Switch with (4) 10-GB SFP+            | Extreme Networks     | X450-G2-48p-10GE4 | 1        | Public Bid      | \$ 8,500.00 | 18%        | \$ 6,970.00 | \$ 6,970.00   | \$ 6,970.00     | \$ -              |
| 1     | 1A14     | MDF          | NW2   | 10-GB Optical Transceiver                         | Extreme Networks     | 10301             | 1        | Public Bid      | \$ 1,350.00 | 18%        | \$ 1,107.00 | \$ 1,107.00   | \$ 1,107.00     | \$ -              |
| 1     | 1A18     | Auditorium   | WAP2  | Wireless Access Point - Indoor Large Venue        | Extreme Networks     | AP510C-WW         | 2        | Public Bid      | \$ 1,695.00 | 56%        | \$ 745.80   | \$ 1,491.60   | \$ 1,491.60     | \$ -              |
| 1     | 1A23     | Commons      | DP5   | LED Display - 55"                                 | Samsung              | LH55BETHLGF/GO    | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 1     | 1A23     | Commons      | WM1   | Wall Mount for 55" Display                        | Legrand (Chief)      | LTM1U             | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1A23     | Commons      | PC1   | Ultra Small Form Factor PC for Digital Signage    | Intel                | BXNUC10I3FNHN1    | 1        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 400.00     | \$ 400.00       | \$ -              |
| 1     | 1A23     | Commons      | CBL3  | HDMI Cable - 6'                                   | Startech             | HDMMV2M           | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 1     | 1A23     | Commons      | INST2 | Installation - Digital Signage Displays           | N/A                  | N/A               | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 1     | 1B04     | Storage      | PC2   | Mac-Mini PC                                       | Apple                | Mac-Mini          | 1        | 13PSX0280       | \$ 1,400.00 | 0%         | \$ 1,400.00 | \$ 1,400.00   | \$ 1,400.00     | \$ -              |
| 1     | 1B04     | Storage      | MON2  | 27" Monitor                                       | Dell                 | U2722D            | 1        | 13PSX0280       | \$ 609.00   | 20%        | \$ 487.20   | \$ 487.20     | \$ 487.20       | \$ -              |
| 1     | 1B04     | Storage      | ACC1  | Wired Keyboard/Mouse                              | Logitech             | 920-010020        | 1        | 13PSX0280       | \$ 20.00    | 0%         | \$ 20.00    | \$ 20.00      | \$ 20.00        | \$ -              |
| 1     | 1B04     | Storage      | SW1   | Pro Apps Bundle for Education (Perpetual License) | Apple                | TBD               | 1        | 13PSX0280       | \$ 199.00   | 0%         | \$ 199.00   | \$ 199.00     | \$ -            | \$ 199.00         |
| 1     | 1B04     | Storage      | SVC1  | Apple Care+ for Education - 4-year                | Apple                | TBD               | 1        | 13PSX0280       | \$ 129.00   | 0%         | \$ 129.00   | \$ 129.00     | \$ -            | \$ 129.00         |
| 1     | 1B04     | Storage      | INST5 | Installation & Configuration of Mac PC            | N/A                  | N/A               | 1        | Public Bid      | \$ 650.00   | 0%         | \$ 650.00   | \$ 650.00     | \$ -            | \$ 650.00         |
| 1     | 1B07     | Vocal        | DP4   | Interactive Display - 86"                         | Smart Technologies   | SBID-MX286-V3N    | 1        | Public Bid      | \$ 7,335.00 | 25%        | \$ 5,501.25 | \$ 5,501.25   | \$ 5,501.25     | \$ -              |
| 1     | 1B07     | Vocal        | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1B07     | Vocal        | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1B07     | Vocal        | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1B07     | Vocal        | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1B07     | Vocal        | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1B24     | Gymnasium    | WAP2  | Wireless Access Point - Indoor Large Venue        | Extreme Networks     | AP510C-WW         | 2        | Public Bid      | \$ 1,695.00 | 56%        | \$ 745.80   | \$ 1,491.60   | \$ 1,491.60     | \$ -              |
| 1     | 1C05     | Classroom    | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N    | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1C05     | Classroom    | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1C05     | Classroom    | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1C05     | Classroom    | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1C05     | Classroom    | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1C05     | Classroom    | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1C06     | Fashion      | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N    | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1C06     | Fashion      | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1C06     | Fashion      | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1C06     | Fashion      | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1C06     | Fashion      | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1C06     | Fashion      | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1C18     | Life Skills  | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N    | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1C18     | Life Skills  | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1C18     | Life Skills  | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1C18     | Life Skills  | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1C18     | Life Skills  | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1C18     | Life Skills  | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1C22     | ALC          | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N    | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1C22     | ALC          | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257        | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1C22     | ALC          | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC       | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1C22     | ALC          | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS           | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1C22     | ALC          | PH1   | Telephone Handset                                 | Grandstream Networks | GXP-2130          | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1C22     | ALC          | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A               | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |

| Floor | Room No. | Room Name    | Item  | Item Description                               | Manufacturer         | Model #        | Quantity | Procurement     | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|--------------|-------|--|----------------------|----------------|----------|-----------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 1     | 1C26     | Huddle       | DP1   | Interactive Display - 55"                      | Smart Technologies   | SBID-MX255-V3N | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 1     | 1C26     | Huddle       | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1C26     | Huddle       | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1C26     | Huddle       | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1C26     | Huddle       | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1C36     | Event Center | DP4   | Interactive Display - 86"                      | Smart Technologies   | SBID-MX286-V3N | 1        | Public Bid      | \$ 7,335.00 | 25%        | \$ 5,501.25 | \$ 5,501.25   | \$ 5,501.25     | \$ -              |
| 1     | 1C36     | Event Center | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1C36     | Event Center | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1C36     | Event Center | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1C36     | Event Center | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1C36     | Event Center | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 1     | 1C36     | Event Center | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U          | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1C36     | Event Center | PC1   | Ultra Small Form Factor PC for Digital Signage | Intel                | BXNUC10I3FNHN1 | 1        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 400.00     | \$ 400.00       | \$ -              |
| 1     | 1C36     | Event Center | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M        | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 1     | 1C36     | Event Center | INST2 | Installation - Digital Signage Displays        | N/A                  | N/A            | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 1     | 1C37     | Servery      | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO | 4        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 2,808.00   | \$ 2,808.00     | \$ -              |
| 1     | 1C37     | Servery      | WM3   | Ceiling Mount for 55" Display                  | Legrand (Chief)      | LCM1U          | 3        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 1,200.00   | \$ 1,200.00     | \$ -              |
| 1     | 1C37     | Servery      | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U          | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1C37     | Servery      | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M        | 4        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 120.00     | \$ 120.00       | \$ -              |
| 1     | 1C37     | Servery      | PC1   | Ultra Small Form Factor PC for Digital Signage | Intel                | BXNUC10I3FNHN1 | 4        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 1,600.00   | \$ 1,600.00     | \$ -              |
| 1     | 1C37     | Servery      | INST2 | Installation - Digital Signage Displays        | N/A                  | N/A            | 4        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 2,000.00   | \$ 2,000.00     | \$ -              |
| 1     | 1D01     | Physics      | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D01     | Physics      | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D01     | Physics      | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D01     | Physics      | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D01     | Physics      | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D02     | Prep Room    | CH1   | 12-Tablet / Chromebook Charging Box            | Luxor                | LLTMWV12-G     | 1        | Direct Purchase | \$ 360.00   | 0%         | \$ 360.00   | \$ 360.00     | \$ 360.00       | \$ -              |
| 1     | 1D02     | Prep Room    | CH2   | Lightning to USB-A Dual Port Charging Kit      | Otterbox             | 78-52695       | 1        | Direct Purchase | \$ 34.95    | 0%         | \$ 34.95    | \$ 34.95      | \$ -            | \$ 34.95          |
| 1     | 1D03     | Physics      | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D03     | Physics      | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D03     | Physics      | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D03     | Physics      | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D03     | Physics      | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D07     | Classroom    | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D07     | Classroom    | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D07     | Classroom    | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D07     | Classroom    | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D07     | Classroom    | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D08     | Support      | DP1   | Interactive Display - 55"                      | Smart Technologies   | SBID-MX255-V3N | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 1     | 1D08     | Support      | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D08     | Support      | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D08     | Support      | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D08     | Support      | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D11     | Classroom    | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D11     | Classroom    | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D11     | Classroom    | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D11     | Classroom    | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D11     | Classroom    | PH1   | Telephone Handset                              | Grandstream Networks | GXP-2130       | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1D11     | Classroom    | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D12     | Classroom    | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D12     | Classroom    | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D12     | Classroom    | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D12     | Classroom    | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D12     | Classroom    | PH1   | Telephone Handset                              | Grandstream Networks | GXP-2130       | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1D12     | Classroom    | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D13     | Huddle       | DP1   | Interactive Display - 55"                      | Smart Technologies   | SBID-MX255-V3N | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 1     | 1D13     | Huddle       | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D13     | Huddle       | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |

| Floor | Room No. | Room Name          | Item  | Item Description                               | Manufacturer         | Model #              | Quantity | Procurement     | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|--------------------|-------|--|----------------------|----------------------|----------|-----------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 1     | 1D13     | Huddle             | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS              | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D13     | Huddle             | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A                  | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D15     | Robotics           | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N       | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D15     | Robotics           | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257           | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D15     | Robotics           | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC          | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D15     | Robotics           | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS              | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D15     | Robotics           | PH1   | Telephone Handset                              | Grandstream Networks | GXP-2130             | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1D15     | Robotics           | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A                  | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D16     | Design Lab         | DP3   | Interactive Display - 75"                      | Smart Technologies   | SBID-MX275-V3N       | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 1     | 1D16     | Design Lab         | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257           | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D16     | Design Lab         | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC          | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D16     | Design Lab         | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS              | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D16     | Design Lab         | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A                  | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D16     | Design Lab         | PH1   | Telephone Handset                              | Grandstream Networks | GXP-2130             | 1        | Direct Purchase | \$ 125.00   | 0%         | \$ 125.00   | \$ 125.00     | \$ 125.00       | \$ -              |
| 1     | 1D16     | Design Lab         | PC3   | Intel PC for Design Lab                        | Dell                 | Precision 3660       | 20       | 13PSX0280       | \$ 3,800.00 | 35%        | \$ 2,470.00 | \$ 49,400.00  | \$ 49,400.00    | \$ -              |
| 1     | 1D16     | Design Lab         | MON2  | 27" Monitor                                    | Dell                 | U2722D               | 20       | 13PSX0280       | \$ 609.00   | 20%        | \$ 487.20   | \$ 9,744.00   | \$ 9,744.00     | \$ -              |
| 1     | 1D25     | Dining Commons     | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO       | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 1     | 1D25     | Dining Commons     | DP6   | LED Display - 75"                              | Samsung              | LH75BETHLGF/GO       | 1        | Public Bid      | \$ 1,475.00 | 22%        | \$ 1,150.50 | \$ 1,150.50   | \$ 1,150.50     | \$ -              |
| 1     | 1D25     | Dining Commons     | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U                | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1D25     | Dining Commons     | WM2   | Wall Mount for 75" Display                     | Legrand (Chief)      | XTM1U                | 1        | Public Bid      | \$ 250.00   | 33%        | \$ 167.50   | \$ 167.50     | \$ 167.50       | \$ -              |
| 1     | 1D25     | Dining Commons     | PC1   | Ultra Small Form Factor PC for Digital Signage | Intel                | BXNUC10I3FNHN1       | 2        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 800.00     | \$ 800.00       | \$ -              |
| 1     | 1D25     | Dining Commons     | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M              | 2        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 60.00      | \$ 60.00        | \$ -              |
| 1     | 1D25     | Dining Commons     | INST2 | Installation - Digital Signage Displays        | N/A                  | N/A                  | 2        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 1,000.00   | \$ 1,000.00     | \$ -              |
| 1     | 1D26     | Reception / Office | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO       | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 1     | 1D26     | Reception / Office | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U                | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1D26     | Reception / Office | PC1   | Ultra Small Form Factor PC for Digital Signage | Intel                | BXNUC10I3FNHN1       | 1        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 400.00     | \$ 400.00       | \$ -              |
| 1     | 1D26     | Reception / Office | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M              | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 1     | 1D26     | Reception / Office | INST2 | Installation - Digital Signage Displays        | N/A                  | N/A                  | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 1     | 1D28     | Career Center      | DP1   | Interactive Display - 55"                      | Smart Technologies   | SBID-MX255-V3N       | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 1     | 1D28     | Career Center      | WC1   | WebCam C920s for Interactive Display           | Logitech             | 960-001257           | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 1     | 1D28     | Career Center      | CBL1  | USB-A to USB-B 49' Active Cable                | Startech             | USB2HAB50AC          | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 1     | 1D28     | Career Center      | CBL2  | Audio 3.5mm Male-Male Cable - 15'              | Startech             | MU15MMS              | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 1     | 1D28     | Career Center      | INST1 | Installation - Interactive Display & Mount     | N/A                  | N/A                  | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 1     | 1D28     | Career Center      | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO       | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 1     | 1D28     | Career Center      | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U                | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1D28     | Career Center      | PC1   | Ultra Small Form Factor PC for Digital Signage | Intel                | BXNUC10I3FNHN1       | 1        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 400.00     | \$ 400.00       | \$ -              |
| 1     | 1D28     | Career Center      | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M              | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 1     | 1D28     | Career Center      | INST2 | Installation - Digital Signage Displays        | N/A                  | N/A                  | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 1     | 1D33     | Chair Office       | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO       | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 1     | 1D33     | Chair Office       | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U                | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 1     | 1D33     | Chair Office       | INST3 | Installation - LED Display and Mount           | N/A                  | N/A                  | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 1     | 1D37     | Conference Room    | DP6   | LED Display - 75"                              | Samsung              | LH75BETHLGF/GO       | 1        | Public Bid      | \$ 1,475.00 | 22%        | \$ 1,150.50 | \$ 1,150.50   | \$ 1,150.50     | \$ -              |
| 1     | 1D37     | Conference Room    | WM2   | Wall Mount for 75" Display                     | Legrand (Chief)      | XTM1U                | 1        | Public Bid      | \$ 250.00   | 33%        | \$ 167.50   | \$ 167.50     | \$ 167.50       | \$ -              |
| 1     | 1D37     | Conference Room    | AV1   | Video Conference System                        | Crestron             | UC-MX50-U            | 1        | Public Bid      | \$ 3,500.00 | 34%        | \$ 2,310.00 | \$ 2,310.00   | \$ 2,310.00     | \$ -              |
| 1     | 1D37     | Conference Room    | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M              | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 1     | 1D37     | Conference Room    | INST4 | Installation - Conference Room Audio Visual    | N/A                  | N/A                  | 1        | Public Bid      | \$ 750.00   | 0%         | \$ 750.00   | \$ 750.00     | \$ 750.00       | \$ -              |
| 1     | 1EXT     | Level 1 Exterior   | WAP3  | Wireless Access Point - Outdoor                | Extreme Networks     | AP460C               | 5        | Public Bid      | \$ 2,100.00 | 56%        | \$ 924.00   | \$ 4,620.00   | \$ 4,620.00     | \$ -              |
| 2     | 2A01     | AV Equipment Room  | NW1   | 48-Port PoE Switch with (4) 10-GB SFP+         | Extreme Networks     | X450-G2-48p-10GE4    | 1        | Public Bid      | \$ 8,500.00 | 18%        | \$ 6,970.00 | \$ 6,970.00   | \$ 6,970.00     | \$ -              |
| 2     | 2A01     | AV Equipment Room  | NW2   | 10-GB Optical Transceiver                      | Extreme Networks     | 10301                | 1        | Public Bid      | \$ 1,350.00 | 18%        | \$ 1,107.00 | \$ 1,107.00   | \$ 1,107.00     | \$ -              |
| 2     | 2A04     | Control Room       | DP6   | LED Display - 75"                              | Samsung              | LH75BETHLGF/GO       | 1        | Public Bid      | \$ 1,475.00 | 22%        | \$ 1,150.50 | \$ 1,150.50   | \$ 1,150.50     | \$ -              |
| 2     | 2A04     | Control Room       | WM2   | Wall Mount for 75" Display                     | Legrand (Chief)      | XTM1U                | 1        | Public Bid      | \$ 250.00   | 33%        | \$ 167.50   | \$ 167.50     | \$ 167.50       | \$ -              |
| 2     | 2A04     | Control Room       | PC1   | Ultra Small Form Factor PC for Digital Signage | Intel                | BXNUC10I3FNHN1       | 1        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 400.00     | \$ 400.00       | \$ -              |
| 2     | 2A04     | Control Room       | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M              | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 2     | 2A04     | Control Room       | INST2 | Installation - Digital Signage Displays        | N/A                  | N/A                  | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2B08     | Wellness           | DP5   | LED Display - 55"                              | Samsung              | LH55BETHLGF/GO       | 3        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 2,106.00   | \$ 2,106.00     | \$ -              |
| 2     | 2B08     | Wellness           | WM1   | Wall Mount for 55" Display                     | Legrand (Chief)      | LTM1U                | 3        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 351.75     | \$ 351.75       | \$ -              |
| 2     | 2B08     | Wellness           | CBL3  | HDMI Cable - 6'                                | Startech             | HDMMV2M              | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 2     | 2B08     | Wellness           | AV4   | 1x4 HDMI Splitter                              | Startech             | HDMI-SPLITTER-44K60S | 1        | Public Bid      | \$ 200.00   | 0%         | \$ 200.00   | \$ 200.00     | \$ 200.00       | \$ -              |

| Floor | Room No. | Room Name     | Item  | Item Description                                  | Manufacturer       | Model #        | Quantity | Procurement | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|---------------|-------|---|--------------------|----------------|----------|-------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 2     | 2B08     | Wellness      | CBL4  | HDMI Cable - 80'                                  | Startech           | HDMIMM80AC     | 3        | Public Bid  | \$ 150.00   | 0%         | \$ 150.00   | \$ 450.00     | \$ 450.00       | \$ -              |
| 2     | 2B08     | Wellness      | INST3 | Installation - LED Display and Mount              | N/A                | N/A            | 3        | Public Bid  | \$ 500.00   | 0%         | \$ 500.00   | \$ 1,500.00   | \$ 1,500.00     | \$ -              |
| 2     | 2B09     | OT/PT         | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2B09     | OT/PT         | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2B09     | OT/PT         | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2B09     | OT/PT         | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2B09     | OT/PT         | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2B15     | Health Center | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2B15     | Health Center | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2B15     | Health Center | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2B15     | Health Center | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2B15     | Health Center | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C02     | Classroom     | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2C02     | Classroom     | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C02     | Classroom     | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C02     | Classroom     | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C02     | Classroom     | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C03     | Classroom     | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2C03     | Classroom     | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C03     | Classroom     | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C03     | Classroom     | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C03     | Classroom     | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C04     | Classroom     | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2C04     | Classroom     | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C04     | Classroom     | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C04     | Classroom     | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C04     | Classroom     | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C13     | Language Lab  | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2C13     | Language Lab  | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C13     | Language Lab  | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C13     | Language Lab  | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C13     | Language Lab  | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C13     | Language Lab  | PC4   | Intel PC for Language Lab                         | Dell               | OptiPlex 7000  | 27       | 13PSX0280   | \$ 2,000.00 | 35%        | \$ 1,300.00 | \$ 35,100.00  | \$ 35,100.00    | \$ -              |
| 2     | 2C13     | Language Lab  | MON1  | 24" Monitor                                       | Dell               | S2421SH        | 27       | 13PSX0280   | \$ 280.00   | 20%        | \$ 224.00   | \$ 6,048.00   | \$ 6,048.00     | \$ -              |
| 2     | 2C13     | Language Lab  | ACC2  | Pro-G Wired Headset                               | Logitech           | 981-000811     | 27       | 13PSX0280   | \$ 100.00   | 0%         | \$ 100.00   | \$ 2,700.00   | \$ 2,700.00     | \$ -              |
| 2     | 2C13     | Language Lab  | SW2   | Language Lab Software                             | TBD                | TBD            | 27       | Public Bid  | \$ 1,500.00 | 0%         | \$ 1,500.00 | \$ 40,500.00  | \$ -            | \$ 40,500.00      |
| 2     | 2C17     | Resource      | DP1   | Interactive Display - 55"                         | Smart Technologies | SBID-MX255-V3N | 1        | Public Bid  | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 2     | 2C17     | Resource      | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C17     | Resource      | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C17     | Resource      | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C17     | Resource      | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C18     | Art Studio    | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2C18     | Art Studio    | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C18     | Art Studio    | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C18     | Art Studio    | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C18     | Art Studio    | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C18     | Art Studio    | PC2   | Mac-Mini PC                                       | Apple              | Mac-Mini       | 10       | 13PSX0280   | \$ 1,400.00 | 0%         | \$ 1,400.00 | \$ 14,000.00  | \$ 14,000.00    | \$ -              |
| 2     | 2C18     | Art Studio    | MON2  | 27" Monitor                                       | Dell               | U2722D         | 10       | 13PSX0280   | \$ 609.00   | 20%        | \$ 487.20   | \$ 4,872.00   | \$ 4,872.00     | \$ -              |
| 2     | 2C18     | Art Studio    | ACC1  | Wired Keyboard/Mouse                              | Logitech           | 920-010020     | 10       | 13PSX0280   | \$ 20.00    | 0%         | \$ 20.00    | \$ 200.00     | \$ 200.00       | \$ -              |
| 2     | 2C18     | Art Studio    | SW1   | Pro Apps Bundle for Education (Perpetual License) | Apple              | TBD            | 10       | 13PSX0280   | \$ 199.00   | 0%         | \$ 199.00   | \$ 1,990.00   | \$ -            | \$ 1,990.00       |
| 2     | 2C18     | Art Studio    | SVC1  | Apple Care+ for Education - 4-year                | Apple              | TBD            | 10       | 13PSX0280   | \$ 129.00   | 0%         | \$ 129.00   | \$ 1,290.00   | \$ -            | \$ 1,290.00       |
| 2     | 2C18     | Art Studio    | INST5 | Installation & Configuration of Mac PC            | N/A                | N/A            | 10       | Public Bid  | \$ 650.00   | 0%         | \$ 650.00   | \$ 6,500.00   | \$ -            | \$ 6,500.00       |
| 2     | 2C22     | Mac Lab       | DP3   | Interactive Display - 75"                         | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2C22     | Mac Lab       | WC1   | WebCam C920s for Interactive Display              | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C22     | Mac Lab       | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C22     | Mac Lab       | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C22     | Mac Lab       | INST1 | Installation - Interactive Display & Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C22     | Mac Lab       | PC2   | Mac-Mini PC                                       | Apple              | Mac-Mini       | 20       | 13PSX0280   | \$ 1,400.00 | 0%         | \$ 1,400.00 | \$ 28,000.00  | \$ 28,000.00    | \$ -              |

| Floor | Room No. | Room Name         | Item  | Item Description                                  | Manufacturer         | Model #          | Quantity | Procurement     | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|-------------------|-------|---|----------------------|------------------|----------|-----------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 2     | 2C22     | Mac Lab           | MON2  | 27" Monitor                                       | Dell                 | U2722D           | 20       | 13PSX0280       | \$ 609.00   | 20%        | \$ 487.20   | \$ 9,744.00   | \$ 9,744.00     | \$ -              |
| 2     | 2C22     | Mac Lab           | ACC1  | Wired Keyboard/Mouse                              | Logitech             | 920-010020       | 20       | 13PSX0280       | \$ 20.00    | 0%         | \$ 20.00    | \$ 400.00     | \$ 400.00       | \$ -              |
| 2     | 2C22     | Mac Lab           | SW1   | Pro Apps Bundle for Education (Perpetual License) | Apple                | TBD              | 20       | 13PSX0280       | \$ 199.00   | 0%         | \$ 199.00   | \$ 3,980.00   | \$ -            | \$ 3,980.00       |
| 2     | 2C22     | Mac Lab           | SVC1  | Apple Care+ for Education - 4-year                | Apple                | TBD              | 20       | 13PSX0280       | \$ 129.00   | 0%         | \$ 129.00   | \$ 2,580.00   | \$ -            | \$ 2,580.00       |
| 2     | 2C22     | Mac Lab           | INST5 | Installation & Configuration of Mac PC            | N/A                  | N/A              | 20       | Public Bid      | \$ 650.00   | 0%         | \$ 650.00   | \$ 13,000.00  | \$ -            | \$ 13,000.00      |
| 2     | 2C22     | Mac Lab           | DP7   | LED Display - 32"                                 | Samsung              | LH32QMRBGGCXA    | 1        | Public Bid      | \$ 687.00   | 0%         | \$ 687.00   | \$ 687.00     | \$ 687.00       | \$ -              |
| 2     | 2C22     | Mac Lab           | AV2   | Collaboration Kit w/ Power Supply                 | Mersive Technologies | SP-8100-E1       | 1        | Public Bid      | \$ 1,375.00 | 0%         | \$ 1,375.00 | \$ 1,375.00   | \$ 1,375.00     | \$ -              |
| 2     | 2C22     | Mac Lab           | AV3   | Chromecast  | Google               | Gen 3 Chromecast | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 2     | 2C22     | Mac Lab           | CBL3  | HDMI Cable - 6'                                   | Startech             | HDMMV2M          | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 2     | 2C22     | Mac Lab           | INST3 | Installation - LED Display and Mount              | N/A                  | N/A              | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2C25     | Control Room      | PC2   | Mac-Mini PC                                       | Apple                | Mac-Mini         | 1        | 13PSX0280       | \$ 1,400.00 | 0%         | \$ 1,400.00 | \$ 1,400.00   | \$ 1,400.00     | \$ -              |
| 2     | 2C25     | Control Room      | MON2  | 27" Monitor                                       | Dell                 | U2722D           | 1        | 13PSX0280       | \$ 609.00   | 20%        | \$ 487.20   | \$ 487.20     | \$ 487.20       | \$ -              |
| 2     | 2C25     | Control Room      | ACC1  | Wired Keyboard/Mouse                              | Logitech             | 920-010020       | 1        | 13PSX0280       | \$ 20.00    | 0%         | \$ 20.00    | \$ 20.00      | \$ 20.00        | \$ -              |
| 2     | 2C25     | Control Room      | SW1   | Pro Apps Bundle for Education (Perpetual License) | Apple                | TBD              | 1        | 13PSX0280       | \$ 199.00   | 0%         | \$ 199.00   | \$ 199.00     | \$ -            | \$ 199.00         |
| 2     | 2C25     | Control Room      | SVC1  | Apple Care+ for Education - 4-year                | Apple                | TBD              | 1        | 13PSX0280       | \$ 129.00   | 0%         | \$ 129.00   | \$ 129.00     | \$ -            | \$ 129.00         |
| 2     | 2C25     | Control Room      | INST5 | Installation & Configuration of Mac PC            | N/A                  | N/A              | 1        | Public Bid      | \$ 650.00   | 0%         | \$ 650.00   | \$ 650.00     | \$ -            | \$ 650.00         |
| 2     | 2C27     | Learning Commons  | DP4   | Interactive Display - 86"                         | Smart Technologies   | SBID-MX286-V3N   | 1        | Public Bid      | \$ 7,335.00 | 25%        | \$ 5,501.25 | \$ 5,501.25   | \$ 5,501.25     | \$ -              |
| 2     | 2C27     | Learning Commons  | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257       | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C27     | Learning Commons  | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC      | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C27     | Learning Commons  | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS          | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C27     | Learning Commons  | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A              | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2C27     | Learning Commons  | DP6   | LED Display - 75"                                 | Samsung              | LH75BETHLGF/GO   | 2        | Public Bid      | \$ 1,475.00 | 22%        | \$ 1,150.50 | \$ 2,301.00   | \$ 2,301.00     | \$ -              |
| 2     | 2C27     | Learning Commons  | WM2   | Wall Mount for 75" Display                        | Legrand (Chief)      | XTM1U            | 2        | Public Bid      | \$ 250.00   | 33%        | \$ 167.50   | \$ 335.00     | \$ 335.00       | \$ -              |
| 2     | 2C27     | Learning Commons  | DP5   | LED Display - 55"                                 | Samsung              | LH55BETHLGF/GO   | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 2     | 2C27     | Learning Commons  | WM1   | Wall Mount for 55" Display                        | Legrand (Chief)      | LTM1U            | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 2     | 2C27     | Learning Commons  | CBL3  | HDMI Cable - 6'                                   | Startech             | HDMMV2M          | 3        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 90.00      | \$ 90.00        | \$ -              |
| 2     | 2C27     | Learning Commons  | PC1   | Ultra Small Form Factor PC for Digital Signage    | Intel                | BXNUC10I3FNHN1   | 3        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 1,200.00   | \$ 1,200.00     | \$ -              |
| 2     | 2C27     | Learning Commons  | INST2 | Installation - Digital Signage Displays           | N/A                  | N/A              | 3        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 1,500.00   | \$ 1,500.00     | \$ -              |
| 2     | 2C27     | Learning Commons  | DP7   | LED Display - 32"                                 | Samsung              | LH32QMRBGGCXA    | 3        | Public Bid      | \$ 687.00   | 0%         | \$ 687.00   | \$ 2,061.00   | \$ 2,061.00     | \$ -              |
| 2     | 2C27     | Learning Commons  | AV2   | Collaboration Kit w/ Power Supply                 | Mersive Technologies | SP-8100-E1       | 3        | Public Bid      | \$ 1,375.00 | 0%         | \$ 1,375.00 | \$ 4,125.00   | \$ 4,125.00     | \$ -              |
| 2     | 2C27     | Learning Commons  | CBL3  | HDMI Cable - 6'                                   | Startech             | HDMMV2M          | 3        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 90.00      | \$ 90.00        | \$ -              |
| 2     | 2C27     | Learning Commons  | AV3   | Chromecast  | Google               | Gen 3 Chromecast | 3        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 90.00      | \$ 90.00        | \$ -              |
| 2     | 2C27     | Learning Commons  | INST3 | Installation - LED Display and Mount              | N/A                  | N/A              | 3        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 1,500.00   | \$ 1,500.00     | \$ -              |
| 2     | 2C28     | Conference Room   | DP1   | Interactive Display - 55"                         | Smart Technologies   | SBID-MX255-V3N   | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 2     | 2C28     | Conference Room   | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257       | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2C28     | Conference Room   | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC      | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2C28     | Conference Room   | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS          | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2C28     | Conference Room   | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A              | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D37     | Reception         | DP5   | LED Display - 55"                                 | Samsung              | LH55BETHLGF/GO   | 1        | Public Bid      | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 2     | 2D37     | Reception         | WM1   | Wall Mount for 55" Display                        | Legrand (Chief)      | LTM1U            | 1        | Public Bid      | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 2     | 2D37     | Reception         | PC1   | Ultra Small Form Factor PC for Digital Signage    | Intel                | BXNUC10I3FNHN1   | 1        | Public Bid      | \$ 400.00   | 0%         | \$ 400.00   | \$ 400.00     | \$ 400.00       | \$ -              |
| 2     | 2D37     | Reception         | CBL3  | HDMI Cable - 6'                                   | Startech             | HDMMV2M          | 1        | Public Bid      | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 2     | 2D37     | Reception         | INST2 | Installation - Digital Signage Displays           | N/A                  | N/A              | 1        | Public Bid      | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2D01     | Science Classroom | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N   | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D01     | Science Classroom | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257       | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D01     | Science Classroom | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC      | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D01     | Science Classroom | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS          | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D01     | Science Classroom | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A              | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D02     | Prep Room         | CH1   | 12-Tablet / Chromebook Charging Box               | Luxor                | LLTMWV12-G       | 1        | Direct Purchase | \$ 360.00   | 0%         | \$ 360.00   | \$ 360.00     | \$ 360.00       | \$ -              |
| 2     | 2D02     | Prep Room         | CH2   | Lightning to USB-A Dual Port Charging Kit         | Otterbox             | 78-52695         | 1        | Direct Purchase | \$ 34.95    | 0%         | \$ 34.95    | \$ 34.95      | \$ -            | \$ 34.95          |
| 2     | 2D04     | Science Classroom | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N   | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D04     | Science Classroom | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257       | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D04     | Science Classroom | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC      | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D04     | Science Classroom | CBL2  | Audio 3.5mm Male-Male Cable - 15'                 | Startech             | MU15MMS          | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D04     | Science Classroom | INST1 | Installation - Interactive Display & Mount        | N/A                  | N/A              | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D08     | Classroom         | DP3   | Interactive Display - 75"                         | Smart Technologies   | SBID-MX275-V3N   | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D08     | Classroom         | WC1   | WebCam C920s for Interactive Display              | Logitech             | 960-001257       | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D08     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable                   | Startech             | USB2HAB50AC      | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |

| Floor | Room No. | Room Name         | Item  | Item Description                            | Manufacturer       | Model #        | Quantity | Procurement | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|-------------------|-------|---|--------------------|----------------|----------|-------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 2     | 2D08     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D08     | Classroom         | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D09     | Resource          | DP1   | Interactive Display - 55"                   | Smart Technologies | SBID-MX255-V3N | 1        | Public Bid  | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 2     | 2D09     | Resource          | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D09     | Resource          | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D09     | Resource          | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D09     | Resource          | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D11     | Classroom         | DP3   | Interactive Display - 75"                   | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D11     | Classroom         | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D11     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D11     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D11     | Classroom         | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D12     | Classroom         | DP3   | Interactive Display - 75"                   | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D12     | Classroom         | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D12     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D12     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D12     | Classroom         | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D13     | Classroom         | DP3   | Interactive Display - 75"                   | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D13     | Classroom         | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D13     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D13     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D13     | Classroom         | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D14     | Classroom         | DP3   | Interactive Display - 75"                   | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 2     | 2D14     | Classroom         | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D14     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D14     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D14     | Classroom         | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D15     | Huddle            | DP1   | Interactive Display - 55"                   | Smart Technologies | SBID-MX255-V3N | 1        | Public Bid  | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 2     | 2D15     | Huddle            | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 2     | 2D15     | Huddle            | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 2     | 2D15     | Huddle            | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 2     | 2D15     | Huddle            | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 2     | 2D24     | ISS               | DP5   | LED Display - 55"                           | Samsung            | LH55BETHLGF/GO | 1        | Public Bid  | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 2     | 2D24     | ISS               | WM1   | Wall Mount for 55" Display                  | Legrand (Chief)    | LTM1U          | 1        | Public Bid  | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 2     | 2D24     | ISS               | INST3 | Installation - LED Display and Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2D25     | Asst Principal    | DP5   | LED Display - 55"                           | Samsung            | LH55BETHLGF/GO | 1        | Public Bid  | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 2     | 2D25     | Asst Principal    | WM1   | Wall Mount for 55" Display                  | Legrand (Chief)    | LTM1U          | 1        | Public Bid  | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 2     | 2D25     | Asst Principal    | INST3 | Installation - LED Display and Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2D26     | Asst Principal    | DP5   | LED Display - 55"                           | Samsung            | LH55BETHLGF/GO | 1        | Public Bid  | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 2     | 2D26     | Asst Principal    | WM1   | Wall Mount for 55" Display                  | Legrand (Chief)    | LTM1U          | 1        | Public Bid  | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 2     | 2D26     | Asst Principal    | INST3 | Installation - LED Display and Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2D28     | Principal         | DP5   | LED Display - 55"                           | Samsung            | LH55BETHLGF/GO | 1        | Public Bid  | \$ 900.00   | 22%        | \$ 702.00   | \$ 702.00     | \$ 702.00       | \$ -              |
| 2     | 2D28     | Principal         | WM1   | Wall Mount for 55" Display                  | Legrand (Chief)    | LTM1U          | 1        | Public Bid  | \$ 175.00   | 33%        | \$ 117.25   | \$ 117.25     | \$ 117.25       | \$ -              |
| 2     | 2D28     | Principal         | INST3 | Installation - LED Display and Mount        | N/A                | N/A            | 1        | Public Bid  | \$ 500.00   | 0%         | \$ 500.00   | \$ 500.00     | \$ 500.00       | \$ -              |
| 2     | 2D31     | Conference Room   | DP6   | LED Display - 75"                           | Samsung            | LH75BETHLGF/GO | 1        | Public Bid  | \$ 1,475.00 | 22%        | \$ 1,150.50 | \$ 1,150.50   | \$ 1,150.50     | \$ -              |
| 2     | 2D31     | Conference Room   | WM2   | Wall Mount for 75" Display                  | Legrand (Chief)    | XTM1U          | 1        | Public Bid  | \$ 250.00   | 33%        | \$ 167.50   | \$ 167.50     | \$ 167.50       | \$ -              |
| 2     | 2D31     | Conference Room   | AV1   | Video Conference System                     | Crestron           | UC-MX50-U      | 1        | Public Bid  | \$ 3,500.00 | 34%        | \$ 2,310.00 | \$ 2,310.00   | \$ 2,310.00     | \$ -              |
| 2     | 2D31     | Conference Room   | CBL3  | HDMI Cable - 6'                             | Startech           | HDMMV2M        | 1        | Public Bid  | \$ 30.00    | 0%         | \$ 30.00    | \$ 30.00      | \$ 30.00        | \$ -              |
| 2     | 2D31     | Conference Room   | INST4 | Installation - Conference Room Audio Visual | N/A                | N/A            | 1        | Public Bid  | \$ 750.00   | 0%         | \$ 750.00   | \$ 750.00     | \$ 750.00       | \$ -              |
| 2     | 2EXT     | Level 2 Exterior  | WAP3  | Wireless Access Point - Outdoor             | Extreme Networks   | AP460C         | 2        | Public Bid  | \$ 2,100.00 | 56%        | \$ 924.00   | \$ 1,848.00   | \$ 1,848.00     | \$ -              |
| 3     | 3C02     | Science Classroom | DP3   | Interactive Display - 75"                   | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3C02     | Science Classroom | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C02     | Science Classroom | CBL1  | USB-A to USB-B 49' Active Cable             | Startech           | USB2HAB50AC    | 1        | Public Bid  | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C02     | Science Classroom | CBL2  | Audio 3.5mm Male-Male Cable - 15'           | Startech           | MU15MMS        | 1        | Public Bid  | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C02     | Science Classroom | WAP1  | Wireless Access Point - Indoor              | Extreme Networks   | AP410C-FCC     | 1        | Public Bid  | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C02     | Science Classroom | INST1 | Installation - Interactive Display & Mount  | N/A                | N/A            | 1        | Public Bid  | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C04     | Flex Classroom    | DP3   | Interactive Display - 75"                   | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid  | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3C04     | Flex Classroom    | WC1   | WebCam C920s for Interactive Display        | Logitech           | 960-001257     | 1        | Public Bid  | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |

| Floor | Room No. | Room Name         | Item  | Item Description                           | Manufacturer       | Model #        | Quantity | Procurement     | MSRP        | % Discount | Unit Cost   | Extended Cost | Eligible Amount | Ineligible Amount |
|-------|----------|-------------------|-------|--|--------------------|----------------|----------|-----------------|-------------|------------|-------------|---------------|-----------------|-------------------|
| 3     | 3C04     | Flex Classroom    | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C04     | Flex Classroom    | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C04     | Flex Classroom    | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C04     | Flex Classroom    | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C13     | Classroom         | DP3   | Interactive Display - 75"                  | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3C13     | Classroom         | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C13     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C13     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C13     | Classroom         | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C13     | Classroom         | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C14     | Classroom         | DP3   | Interactive Display - 75"                  | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3C14     | Classroom         | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C14     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C14     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C14     | Classroom         | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C14     | Classroom         | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C15     | Support Room      | DP1   | Interactive Display - 55"                  | Smart Technologies | SBID-MX255-V3N | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 3     | 3C15     | Support Room      | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C15     | Support Room      | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C15     | Support Room      | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C15     | Support Room      | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C16     | Seminar Room      | DP1   | Interactive Display - 55"                  | Smart Technologies | SBID-MX255-V3N | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 3     | 3C16     | Seminar Room      | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C16     | Seminar Room      | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C16     | Seminar Room      | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C16     | Seminar Room      | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C16     | Seminar Room      | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C17     | Classroom         | DP3   | Interactive Display - 75"                  | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3C17     | Classroom         | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C17     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C17     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C17     | Classroom         | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C17     | Classroom         | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C18     | Classroom         | DP3   | Interactive Display - 75"                  | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3C18     | Classroom         | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C18     | Classroom         | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C18     | Classroom         | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C18     | Classroom         | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3C18     | Classroom         | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3C19     | Huddle Room       | DP1   | Interactive Display - 55"                  | Smart Technologies | SBID-MX255-V3N | 1        | Public Bid      | \$ 2,799.00 | 25%        | \$ 2,099.25 | \$ 2,099.25   | \$ 2,099.25     | \$ -              |
| 3     | 3C19     | Huddle Room       | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3C19     | Huddle Room       | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3C19     | Huddle Room       | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3C19     | Huddle Room       | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3D01     | Science Classroom | DP3   | Interactive Display - 75"                  | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3D01     | Science Classroom | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3D01     | Science Classroom | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3D01     | Science Classroom | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3D01     | Science Classroom | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3D01     | Science Classroom | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |
| 3     | 3D02     | Prep Room         | CH1   | 12-Tablet / Chromebook Charging Box        | Luxor              | LLTMWV12-G     | 1        | Direct Purchase | \$ 360.00   | 0%         | \$ 360.00   | \$ 360.00     | \$ 360.00       | \$ -              |
| 3     | 3D02     | Prep Room         | CH2   | Lightning to USB-A Dual Port Charging Kit  | Otterbox           | 78-52695       | 1        | Direct Purchase | \$ 34.95    | 0%         | \$ 34.95    | \$ 34.95      | \$ -            | \$ 34.95          |
| 3     | 3D03     | Science Classroom | DP3   | Interactive Display - 75"                  | Smart Technologies | SBID-MX275-V3N | 1        | Public Bid      | \$ 5,335.00 | 25%        | \$ 4,001.25 | \$ 4,001.25   | \$ 4,001.25     | \$ -              |
| 3     | 3D03     | Science Classroom | WC1   | WebCam C920s for Interactive Display       | Logitech           | 960-001257     | 1        | Public Bid      | \$ 80.00    | 0%         | \$ 80.00    | \$ 80.00      | \$ -            | \$ 80.00          |
| 3     | 3D03     | Science Classroom | CBL1  | USB-A to USB-B 49' Active Cable            | Startech           | USB2HAB50AC    | 1        | Public Bid      | \$ 70.00    | 0%         | \$ 70.00    | \$ 70.00      | \$ 70.00        | \$ -              |
| 3     | 3D03     | Science Classroom | CBL2  | Audio 3.5mm Male-Male Cable - 15'          | Startech           | MU15MMS        | 1        | Public Bid      | \$ 15.00    | 0%         | \$ 15.00    | \$ 15.00      | \$ 15.00        | \$ -              |
| 3     | 3D03     | Science Classroom | WAP1  | Wireless Access Point - Indoor             | Extreme Networks   | AP410C-FCC     | 1        | Public Bid      | \$ 1,200.00 | 56%        | \$ 528.00   | \$ 528.00     | \$ 528.00       | \$ -              |
| 3     | 3D03     | Science Classroom | INST1 | Installation - Interactive Display & Mount | N/A                | N/A            | 1        | Public Bid      | \$ 900.00   | 0%         | \$ 900.00   | \$ 900.00     | \$ 900.00       | \$ -              |



# NEW FAIRFIELD HIGH SCHOOL

54 GILLOTTI ROAD  
NEW FAIRFIELD, CT 06812

STATE PROJECT # 091-0044N

PHASE 3 OF 3  
TECHNOLOGY EQUIPMENT

OCTOBER 21, 2022

**Newcomb & Boyd**  
CONSULTANTS AND ENGINEERS  
303 Peachtree Center Avenue, NE  
Suite 525  
Atlanta, Georgia 30303-1277  
T 404 730-8400  
Contact: Robert S. Laria  
N&B PROJECT: 22N138  
Newcomb & Boyd, LLP  
Georgia Certificate of Authorization: PEF000476  
COA EXP: 06/30/2022

**New Fairfield  
High School**

54 GilloTTi Rd.  
New Fairfield, CT 06812

091-0044N

**JCJ**ARCHITECTURE

120 HUYSHOPE AVENUE  
SUITE 400  
HARTFORD, CT 06106  
860.247.9226

© 2021 JCJ Architecture

TECHNOLOGY EQUIPMENT  
PHASE 3



PIC [PB] \_\_\_\_\_ DL [CB] \_\_\_\_\_  
PM [CO] \_\_\_\_\_ DTL [JE] \_\_\_\_\_

ISSUE 10/21/2022

JOB H19078.00

DRAWN RSL

SCALE 1/8" = 1'-0"

REVISIONS

## SECURE ATTACHMENT NOTES

1. TO ENSURE PROPER ATTACHMENT OF FIXTURES, FURNISHINGS & EQUIPMENT ITEMS, INCLUDING TECHNOLOGY ITEMS, WHERE "ITEMS" ARE ATTACHED TO THE WALL, CEILING, OVERHEAD STRUCTURE, FLOOR AND/OR FURNITURE COMPONENT, CONTRACTOR SHALL PROVIDE INFORMATION ADEQUATE FOR ARCHITECT TO VERIFY THOSE ITEMS. ARE ATTACHED SECURELY AND PER MANUFACTURER'S RECOMMENDATIONS. ARCHITECT'S REVIEW MAY BE IMPLEMENTED DURING SUBMITTAL PROCESS.
2. CONTRACTOR SHALL PROVIDE STRUTS, ANGLES, HANGERS, FASTENERS, SAFETY HARNESSES, CHANNELS, BOLTS, SCREWS, RODS, ETC. TO SECURELY ATTACH ITEMS TO THE BUILDING STRUCTURE AS REQUIRED TO MEET FIELD CONDITIONS AND MEET APPLICABLE CODES.

## CODE COMPLIANCE NOTES

1. IN ORDER TO MEET THE NEEDS OF PERSONS WITH DISABILITIES, WHEN APPLICABLE, ALL FIXTURES, FURNISHINGS, AND EQUIPMENT SHALL COMPLY WITH THE CURRENT CONNECTICUT STATE BUILDING CODE WHICH INCLUDES CURRENT VERSIONS OF ICC/ANSI A117.1, SECTION 504 OF THE REHABILITATION ACT 1973 INCLUDING CURRENT ADA STANDARDS FOR ACCESSIBLE DESIGN AND SECTION 904 REGULATIONS, AND THE AMERICANS WITH DISABILITIES ACT TITLE II INCLUDING THE CURRENT ADA STANDARDS FOR ACCESSIBLE DESIGN AND ADA REGULATIONS.
2. ACCESSIBLE KNEE AND TOE CLEARANCE SHALL COMPLY WITH CURRENT ADA STANDARDS FOR DESIGN, SECTION 306 COMPLIANCE WITH THE CURRENT CONNECTICUT STATE BUILDING CODE AND CURRENT O.S.H.A. - TITLE 29 LABOR IS ALSO REQUIRED. THESE ITEMS SHALL INCLUDE BUT ARE NOT LIMITED TO FIXTURES, FURNISHINGS, EQUIPMENT, WORKSTATIONS (INCLUDING BUILT-INS), LABORATORY FUME HOODS, DARKROOM EQUIPMENT, WELDING STATIONS, SHOP EQUIPMENT, ETC.
3. ACCESSIBLE KNEE CLEARANCES SHALL BE A MINIMUM OF: 30" wide, 27" high (24" child), and 19" deep.

## DRAWING LIST

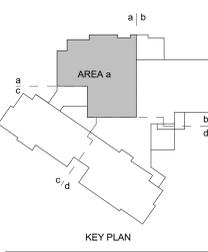
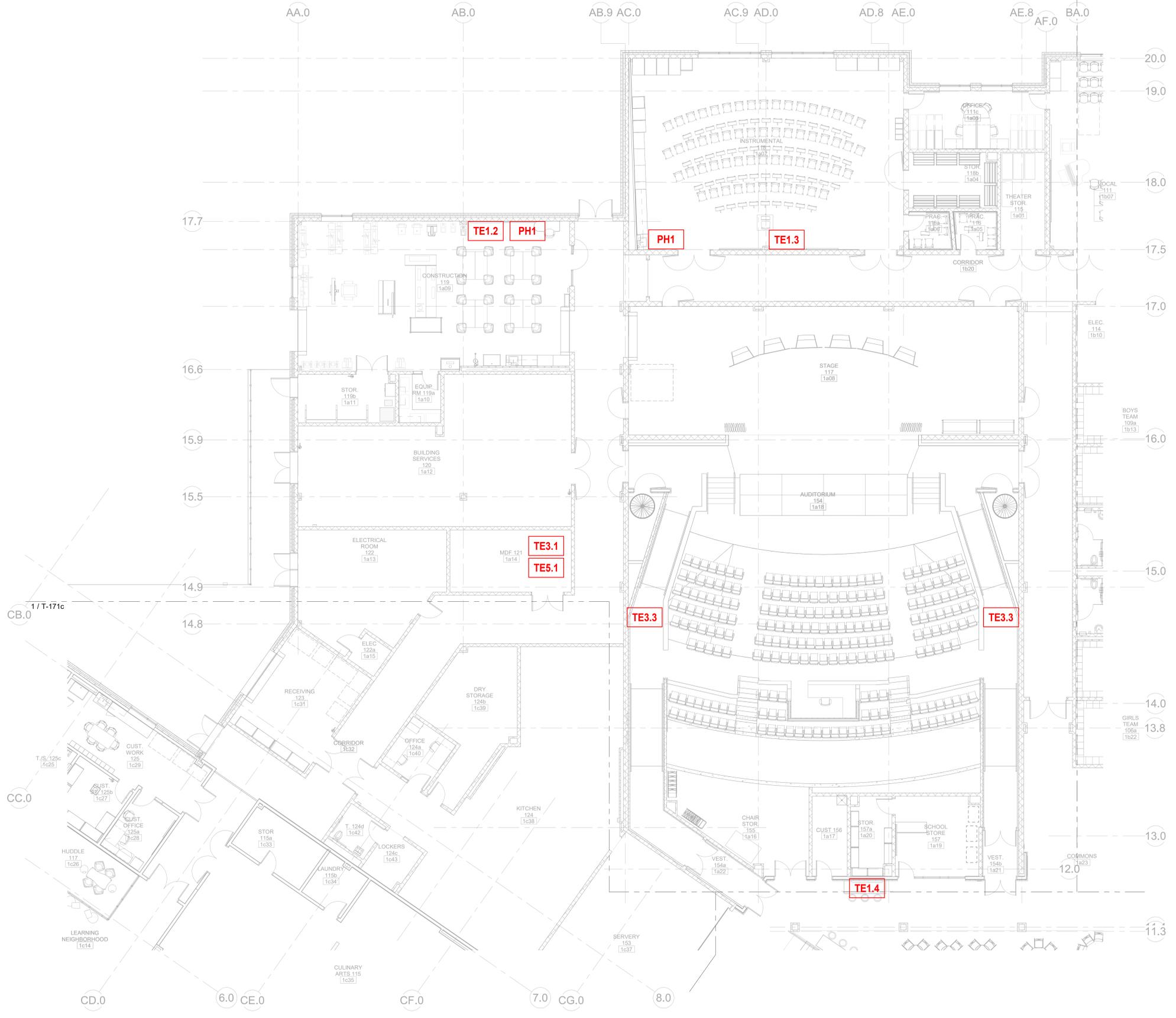
| SHEET # | TITLE  |
|---------|--|
| T-170   | COVER SHEET  |
| T-171a  | TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA A  |
| T-171b  | TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA B  |
| T-171c  | TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA C  |
| T-171d  | TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA D  |
| T-172a  | TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA A |
| T-172b  | TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA B |
| T-172c  | TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA C |
| T-172d  | TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA D |
| T-173a  | TELECOM EQUIPMENT PLAN - THIRD FLOOR LEVEL AREA A  |
| T-173b  | TELECOM EQUIPMENT PLAN - THIRD FLOOR LEVEL AREA B  |
| T-173c  | TELECOM EQUIPMENT PLAN - THIRD FLOOR LEVEL AREA C  |
| T-173d  | TELECOM EQUIPMENT PLAN - THIRD FLOOR LEVEL AREA D  |

## TECHNOLOGY EQUIPMENT TAG LEGEND

|   |   |
|---|---|
| <b>TE1.1</b> INTERACTIVE DISPLAY (55") FOR SMALL INSTRUCTIONAL SPACE    | <b>TE2.1</b> DESIGN LAB PC & MONITOR  |
| <b>TE1.2</b> INTERACTIVE DISPLAY (75") FOR STANDARD INSTRUCTIONAL SPACE | <b>TE2.2</b> LANGUAGE LAB PC & MONITOR  |
| <b>TE1.3</b> INTERACTIVE DISPLAY (86") FOR LARGE INSTRUCTIONAL SPACE    | <b>TE2.3</b> MAC-MINI, MONITOR, KEYBOARD, MOUSE, SOFTWARE                     |
| <b>TE1.4</b> DIGITAL SIGNAGE (SMALL) - WALL MOUNTED                     | <b>TE3.1</b> NETWORK SWITCH   |
| <b>TE1.5</b> DIGITAL SIGNAGE (SMALL) - CEILING MOUNTED                  | <b>TE3.2</b> WIRELESS ACCESS POINT - INDOOR                                   |
| <b>TE1.6</b> DIGITAL SIGNAGE (LARGE) - WALL MOUNTED                     | <b>TE3.3</b> WIRELESS ACCESS POINT - INDOOR LARGE VENUE                       |
| <b>TE1.7</b> COLLABORATION TABLE A/V                                    | <b>TE3.4</b> WIRELESS ACCESS POINT - OUTDOOR                                  |
| <b>TE1.8</b> WELLNESS ROOM A/V  | <b>TE4.1</b> PROFESSIONAL SERVICES - APPLE MAC INSTALLATION AND CONFIGURATION |
| <b>TE1.9</b> PRIVATE OFFICE LED DISPLAY                                 | <b>TE5.1</b> PROFESSIONAL SERVICES - NETWORK CONFIGURATION                    |
| <b>TE1.10</b> CONFERENCE ROOM A/V                                       | <b>CH1</b> CHARGING BOX AND CABLES (DIRECT PURCHASE)                          |
|   | <b>PH1</b> TELEPHONE HANDSET (DIRECT PURCHASE)                                |

COVER SHEET

T-170



KEY PLAN  
 TECHNOLOGY EQUIPMENT PHASE 3



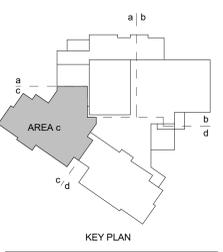
|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |

**1 FIRST FLOOR TELECOM PLAN - AREA A**  
 1/8" = 1'-0"

**TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA A**

10/20/2022 10:33:10 AM





KEY PLAN  
 TECHNOLOGY EQUIPMENT PHASE 3



|           |              |
|-----------|--------------|
| PIC (PB)  | DL (CB)      |
| PM (CO)   | DTL (JE)     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |



**1 FIRST FLOOR TELECOM PLAN - AREA C**  
 1/8" = 1'-0"

**TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA C**

**T-171c**

10/20/2022 10:33:31 AM

**Newcomb & Boyd**  
 CONSULTANTS AND ENGINEERS  
 303 Peachtree Center Avenue, NE  
 Suite 525  
 Atlanta, Georgia 30303-1277  
 T 404 730-8400  
 Contact: Robert S. Laria  
 N&B PROJECT: 22N138  
 Newcomb & Boyd, LLP  
 Georgia Certificate of Authorization: PEF000476  
 COA EXP: 06/30/2022

**New Fairfield High School**

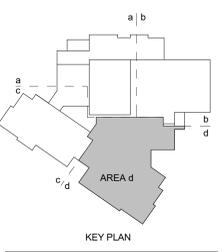
54 Gillotti Rd.  
 New Fairfield, CT 06812

091-0044N

**JCJ ARCHITECTURE**

120 HUYSHOPE AVENUE  
 SUITE 400  
 HARTFORD, CT 06106  
 860.247.9226

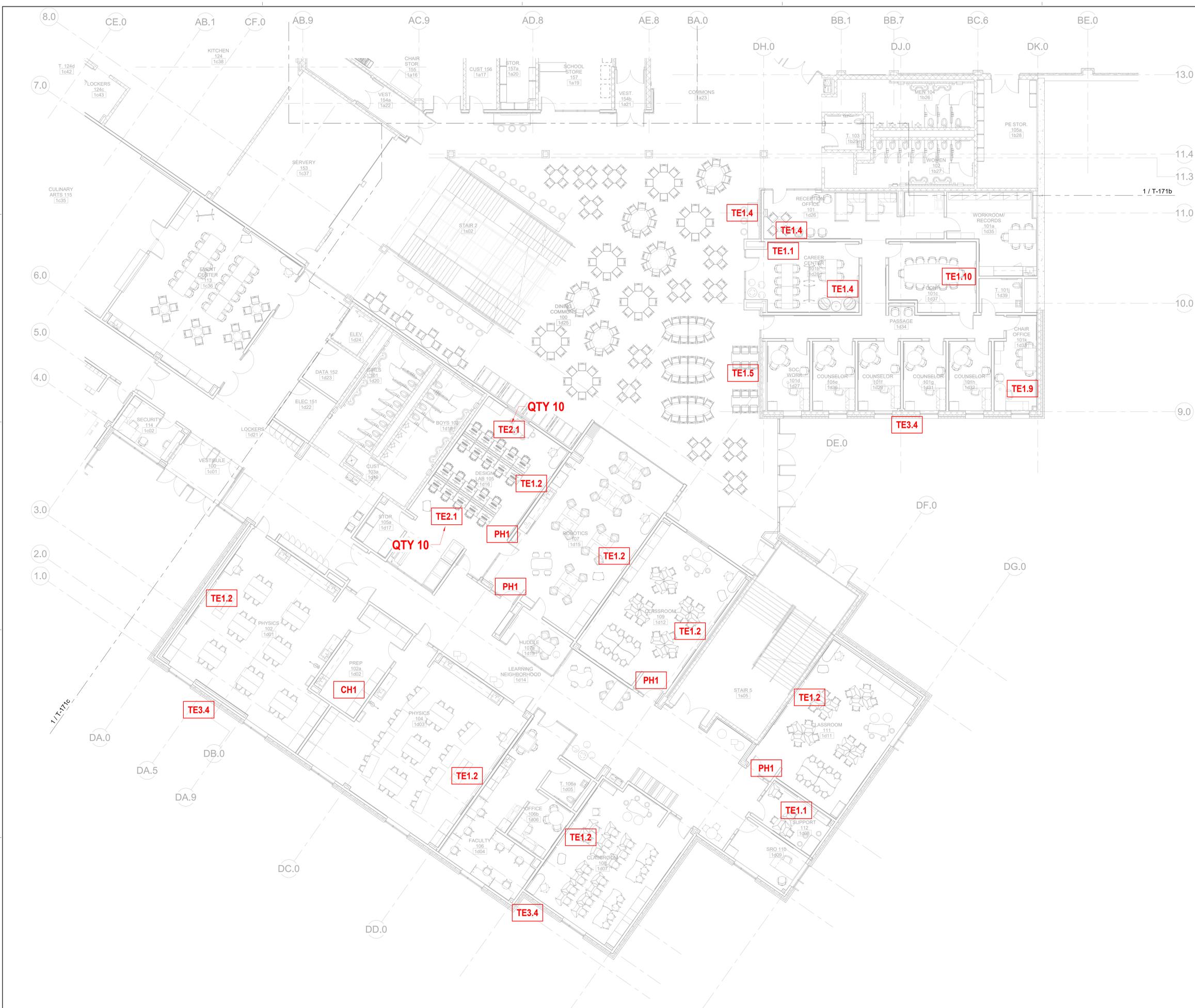
© 2021 JCJ Architecture



**TECHNOLOGY EQUIPMENT PHASE 3**



|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |

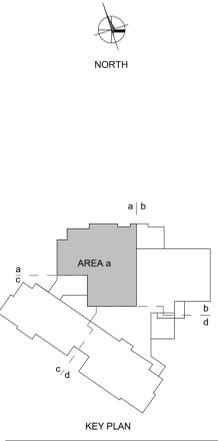


**1 FIRST FLOOR TELECOM PLAN - AREA D**  
 1/8" = 1'-0"

**TELECOM EQUIPMENT PLAN - FIRST FLOOR LEVEL AREA D**

**T-171d**

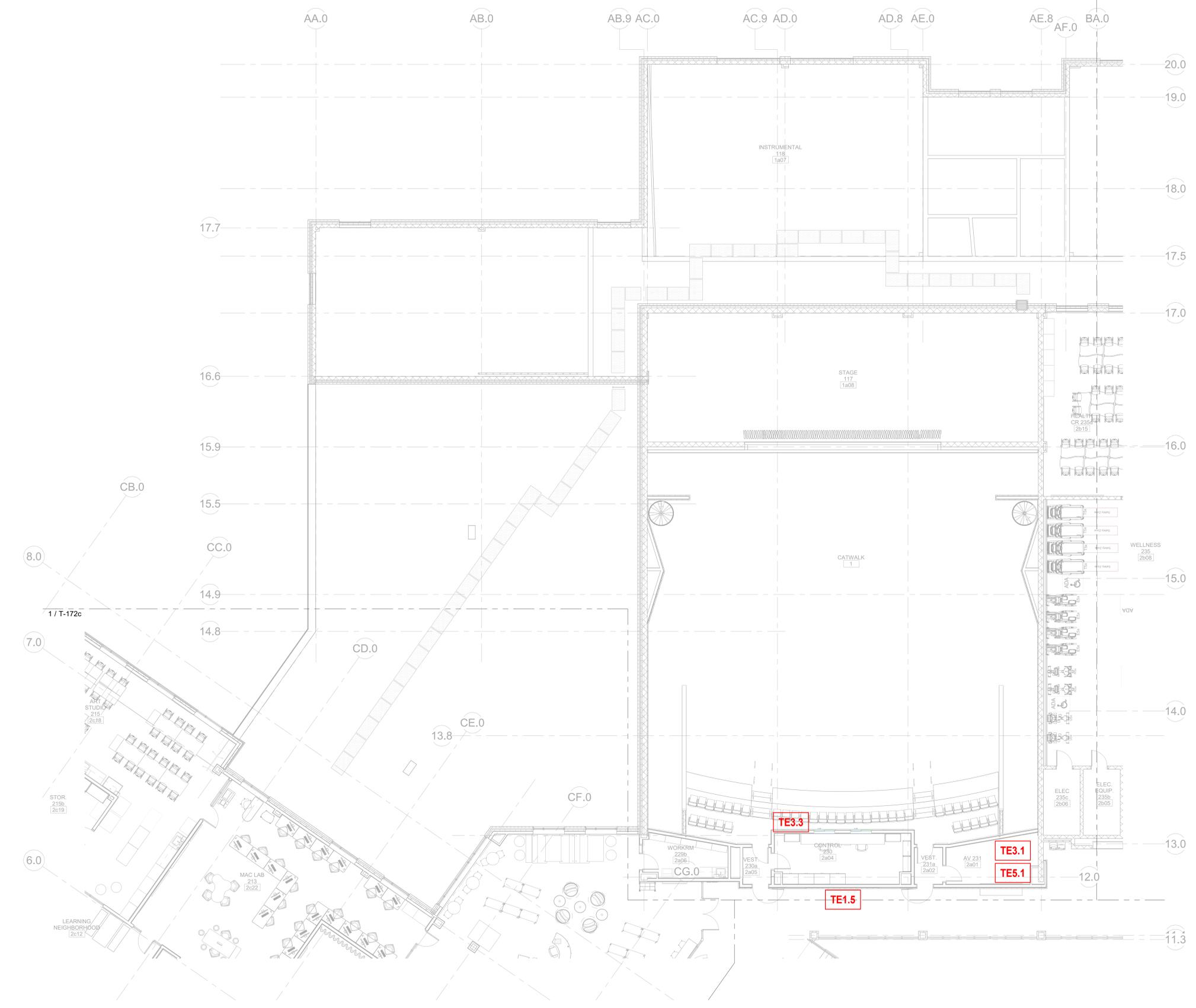
10/20/2022 10:33:48 AM



**TECHNOLOGY EQUIPMENT PHASE 3**



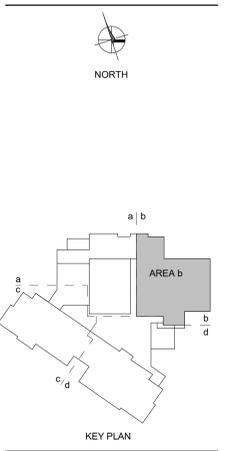
|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |



**1 SECOND FLOOR TELECOM PLAN - AREA A**  
 1/8" = 1'-0"

**TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA A**

**T-172a**



TECHNOLOGY EQUIPMENT  
 PHASE 3



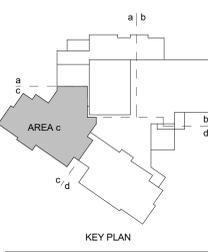
|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |



**SECOND FLOOR TELECOM PLAN - AREA B**  
 1/8" = 1'-0"

**TELECOM EQUIPMENT PLAN  
 - SECOND FLOOR LEVEL  
 AREA B**

**T-172b**



KEY PLAN

**TECHNOLOGY EQUIPMENT PHASE 3**



|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |

**TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA C**

**T-172c**



10/20/2022 10:36:51 AM  
**1 SECOND FLOOR TELECOM PLAN - AREA C**  
 1/8" = 1'-0"

**Newcomb & Boyd**  
 CONSULTANTS AND ENGINEERS  
 303 Peachtree Center Avenue, NE  
 Suite 525  
 Atlanta, Georgia 30303-1277  
 T 404 730-8400  
 Contact: Robert S. Laria  
 NBS PROJECT: 22N138  
 Newcomb & Boyd, LLP  
 Georgia Certificate of Authorization: PEF000476  
 COA EXP: 06/30/2022

**New Fairfield High School**

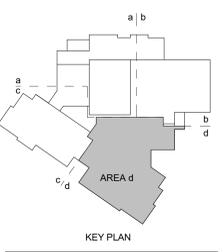
54 Gillotti Rd.  
 New Fairfield, CT 06812

091-004M

**JCJ ARCHITECTURE**

120 HUYSHOPE AVENUE  
 SUITE 400  
 HARTFORD, CT 06106  
 860.247.9226

© 2021 JCJ Architecture



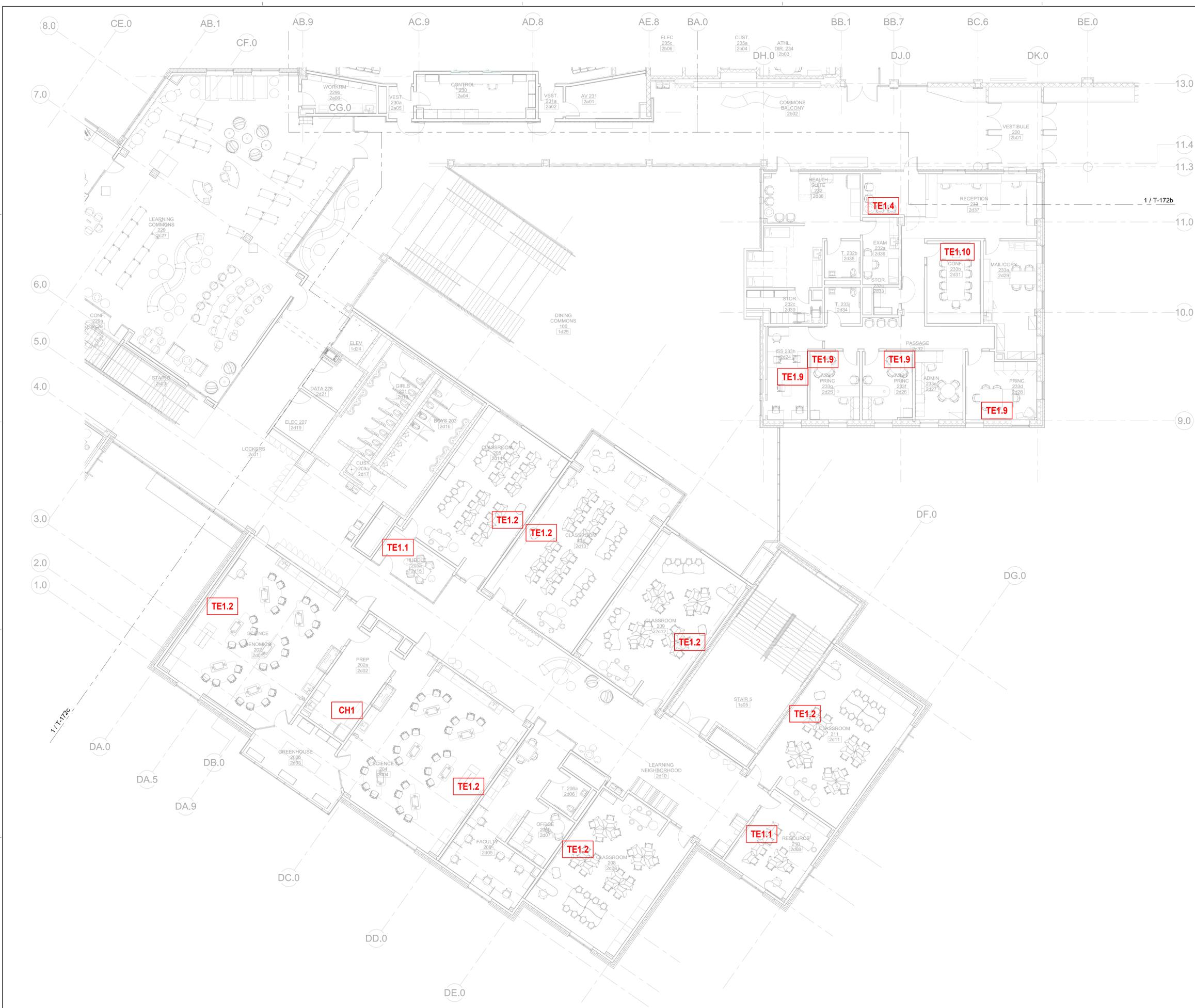
**TECHNOLOGY EQUIPMENT PHASE 3**



|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |

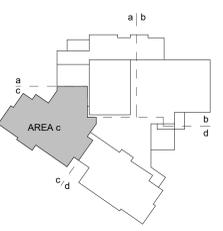
**TELECOM EQUIPMENT PLAN - SECOND FLOOR LEVEL AREA D**

**T-172d**



**1 SECOND FLOOR TELECOM PLAN - AREA D**  
 1/8" = 1'-0"

10/20/2022 10:37:10 AM



KEY PLAN

**TECHNOLOGY EQUIPMENT PHASE 3**



|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |



10/20/2022 10:37:24 AM  
**1** THIRD FLOOR TELECOM PLAN - AREA C  
 1/8" = 1'-0"

**TELECOM EQUIPMENT PLAN - THIRD FLOOR LEVEL AREA C**

**T-173c**

**Newcomb & Boyd**  
 CONSULTANTS AND ENGINEERS  
 303 Peachtree Center Avenue, NE  
 Suite 525  
 Atlanta, Georgia 30303-1277  
 T 404 730-8400  
 Contact: Robert S. Laria  
 N&B PROJECT: 22N138  
 Newcomb & Boyd, LLP  
 Georgia Certificate of Authorization: PEF000476  
 COA EXP: 06/30/2022

**New Fairfield High School**

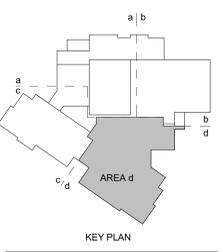
54 Gillotti Rd.  
 New Fairfield, CT 06812

091-0044N

**JCJ ARCHITECTURE**

120 HUYSHOPE AVENUE  
 SUITE 400  
 HARTFORD, CT 06106  
 860.247.9226

© 2021 JCJ Architecture



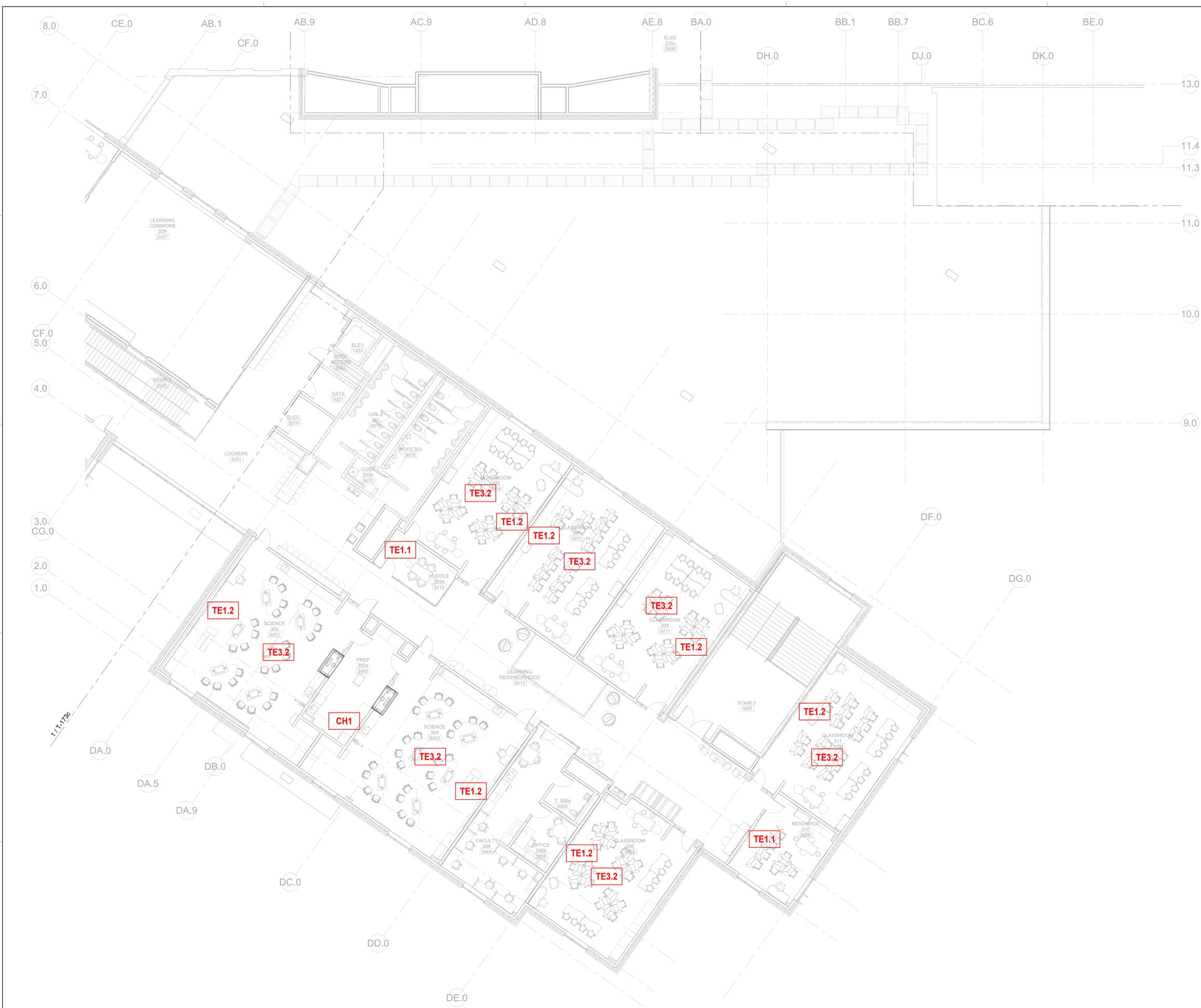
**TECHNOLOGY EQUIPMENT PHASE 3**



|           |              |
|-----------|--------------|
| PIC [PB]  | DL [CB]      |
| PM [CO]   | DTL [JE]     |
| ISSUE     | 10/21/2022   |
| JOB       | H19078.00    |
| DRAWN     | RSL          |
| SCALE     | 1/8" = 1'-0" |
| REVISIONS |              |

**TELECOM EQUIPMENT PLAN - THIRD FLOOR LEVEL AREA D**

**T-173d**



**1 THIRD FLOOR TELECOM PLAN - AREA D**  
 1/8" = 1'-0"

10/20/2022 10:37:40 AM

**AGENDA:**

- Technology Equipment Overview
- Schedule
- Budget



# New Fairfield HS – Technology Equipment

October 25, 2022

## **Bid Package #1 – Audio Visual Equipment**

- Interactive Displays
- Digital Signage
- Collaboration Tables
- Conference Rooms

## **Bid Package #2 – Computer Hardware**

- Design Lab
- Language Lab
- Mac Lab & Art Studio

## **Bid Package #3 – Network Equipment**

- Network Switches
- Wireless Access Points

## **Bid Package #4 and #5 – Professional Services**

- Mac PC Setup and Configuration
- Network Configuration

## **Direct Purchase**

- Charging Stations
- Telephone Handsets

# Instructional Spaces – Interactive Displays



**55" Displays in Huddle Rooms, Seminar Room, Support Spaces.**

**75" Displays in Standard Classrooms**

**86" Displays in Large Spaces (Music Rooms, Event Center, Learning Commons)**

**Webcam secured to Displays for Interactive Learning**



## Ceiling-mounted Displays in Serverry

## Wall-mounted Displays

- Reception
- Event Center
- Dining Commons
- Learning Commons
- Career Center





## Technology Includes:

- 32" Display
- Collaboration Appliance
- Google Chromecast

## Wireless Collaboration in Learning Commons





## Technology Includes:

- 75" Display
- Video Conferencing Equipment

## Two Conference Rooms

- Administration Suite
- Career Center





## Design Lab

- Windows PC
- Enhanced processor and graphics
- 27" Monitor



## Language Lab

- Windows PC
- 24" Monitor
- Headphones
- Language Lab Software



## Mac PC

- Mac-Mini
- 27" Monitor
- Keyboard / Mouse
- Pro Apps Bundle for Education
  - Final Cut Pro (Video Editing)
  - Logic Pro (Music Production)
  - Motion (Animation)
  - Compressor (Final Cut Pro SW)
  - MainStage (Live Performance App)
- AppleCare+

## Locations:

- Mac Lab
- Art Studio
- Media Lab Control Room
- Vocal Room



## Network Switches and Optical Transceivers

- MDF Room
- Auditorium A/V Equipment Room



Existing network switches to be relocated  
from existing building

NOTE: These are generic representations.  
Details, like the color of the equipment, might vary.

# Wireless Access Points



## Wireless Access Points

- Indoor
- Large Venue (Auditorium, Gymnasium)
- Outdoor

**67 existing wireless access points to be relocated from existing building**

# Additional Equipment – Direct Purchase



## Charging Box and Cables

- Located in Three Science Prep Room



## Telephone Handsets

- 62 Handsets to be relocated from existing building.
- 11 new handsets to be purchased.

## Mac PC Setup and Configuration

- Hardware and Software Registration
- Equipment Setup
- Network Configuration
- Software Installation

## Network Switch Reconfiguration

- Reconfigure switch stacks
- Upgrade operating software
- Network configuration changes
- Middle School

|  |                           |
|--|---------------------------|
| <i>PBC Presentation of FF&amp;E Technology Equipment</i>     | <i>July 26th</i>          |
| <i>OSCG&amp;R PCR Prep Meeting – FFE &amp; Tech</i>          | <i>August 24th</i>        |
| <i>Submit Final Package to PBC &amp; BOE</i>                 | <i>October 21st</i>       |
| PBC & BOE Approval Meeting for Technology                    | October 25th              |
| OSCG&R PCR Review Meeting                                    | Week of November 7th      |
| Issue Final Packages to Vendors for Pricing / Public Bidding | December 5th              |
| Review final pricing & Bids                                  | January 3rd - 10th, 2023  |
| PBC Presentation - Approve Costs for POs                     | January 17th, 2023        |
| Town issues Purchase Orders to vendors                       | January 18th - 27th, 2023 |
| Pre-Installation Meeting on Site                             | July 18th, 2023           |
| Furniture Installation                                       | August 4th - 24th, 2023   |
| Technology Installation                                      | August 10th - 24th, 2023  |

# Cost Estimate – Furniture and Technology Equipment

|  |                       |
|--|-----------------------|
| Furniture (FF&E) Total - Eligible Costs- approved by OSCG&R:   | \$1,797,416.00        |
| Furniture (FF&E) Total – Ineligible Costs- approved by OSCG&R: | \$219,640.00          |
| <b>Total Estimated FF&amp;E Costs:</b>                         | <b>\$2,017,056.00</b> |
| Technology Equipment Total – Eligible Costs:                   | \$530,984.85          |
| Technology Equipment Total – Ineligible Costs:                 | \$76,460.85           |
| <b>Total Estimated Technology Costs for Approval</b>           | <b>\$607,455.70</b>   |
| Furniture and Technology Total:                                | \$2,624,511.70        |
| FF&E & Technology Budget                                       | \$2,631,000.00        |
| Difference:  | (\$6,488.30)          |
| Furniture Wishlist – Eligible & Ineligible Costs:              | \$61,500.00           |
| <b>Technology Wishlist – Ineligible Costs:</b>                 | <b>\$40,500.00</b>    |
| Remaining Budget without Wishlist items:                       | (\$108,488.30)        |