

**PUBLIC WORKS CONTRACT #2022-073**  
**(COOPERATIVE AGREEMENT/WASHINGTON STATE LAW PROVISIONS)**

THIS CONTRACT is dated and effective as of the date of last signature below and is by and between the City of Everett, a Washington municipal corporation (the “City”), and the Contractor shown below in the Basic Provisions.

1. Basic Provisions:

<b>Contractor</b>	CDW Government LLC
	230 North Milwaukee Avenue
	Vernon Hills, IL 60061
	ContMgt@cdw.com
<b>City Project Manager</b>	Joan Olsen
	City of Everett – Parks & Facilities
	802 E Mukilteo Boulevard
	Everett, WA 98203
<b>Cooperative Contract Description</b>	jolsen@everettwa.gov
	On-line technology catalog, including equipment, software, accessories, and installation services.
<b>Contract Documents</b>	<p>The following documents are incorporated into this Contract: this contract document and all its provisions, the Cooperative Contract AEPA #022-G; change orders, all provisions required by law, and the following document(s), if any:</p> <p>Statement of Work #123351</p> <p>In the event of conflict between the provisions of the Cooperative Contract and this Contract document, this Contract document governs.</p>
<b>Project</b>	<p>The Contractor will furnish all labor, tools, materials, equipment, and supplies required to complete all work as set forth in the Contract Documents. The entire work set forth in the Contract Documents is referred to herein as either the “Work” or the “Project.”</p> <p>A brief (and not necessarily complete) description of the Project is</p>

	<p>follows:</p> <p>This project will remove existing CCTV cameras and hardware that have reached the end of their useful life and replace them with new cameras and hardware. A total of 35 high-definition cameras will be installed throughout the public-facing areas of the interior and exterior of the building.</p>
<b>Contract Time</b>	<p>The Contractor shall achieve Substantial Completion of the entire Work no later than <u>12/31/2025</u> and Final Completion no later than <u>3/31/2026</u>, subject to adjustments of the Contract Time as provided in the Contract Documents. The Contractor shall not start the Work until receipt of Notice to Proceed from the City. If a purchase order is issued for the Work, it is only a Notice to Proceed. The purchase order's pre-printed terms and conditions are not part of the Contract.</p>
<b>Contract Price</b>	<p>The amount of this Contract is the Contract Price, which is \$322,521.16. The basis for final payment will be the actual amount of Work performed in accordance with the Contract Documents. In no event shall the total amount paid to Contractor exceed the Contract Price unless the Contract amount has been increased by one or more change orders signed by the City.</p>
<b>Contractor Insurance Contact Information</b>	Jessica Forsdick
	346-718-9596
	jessica.forsdick@cdw.com
<b>Willful Wage Violation Certification</b>	<p>By signing this Agreement, the Contractor certifies that, within the five-year period immediately preceding the date of Contractor's signature, the Contractor has not been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW. This certification covers any entity, however organized, that is substantially identical to Contractor. An untrue certification by Contractor is a material breach and cause for Contract termination.</p>

2. Retainage (Chapter 60.28 RCW). Five percent (5%) of amounts due Contractor shall be retained and withheld to comply with RCW Chap. 60.28. Retained amounts shall only be released: (A) as required by law or (B) sixty (60) days after completion of all Work if there are no claims against the retained funds.
3. Indemnification/Waiver of Industrial Insurance Immunity (RCW 4.24.115). To the extent of Contractor's negligence, Contractor shall hold harmless, defend, and indemnify the City, its officers, employees, and agents from any and all losses and claims arising from or relating to the Project. Solely and expressly for the purpose of its duties to indemnify and defend and hold harmless the City, Contractor specifically waives any immunity it may have under the State

Industrial Insurance Law, Title 51 RCW. Contractor recognizes that this waiver of immunity under Title 51 RCW was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation.

4. Performance and Payment Bonds (RCW 39.08.010). Contractor must deliver to the City fully executed performance and payment bonds in the amount of the Contract Price acceptable to the City on forms provided by the City.
5. Prevailing Wages (Chapter 39.12 RCW). The wage rates to be paid to all laborers, workers, and mechanics who perform any part of this Contract shall not be less than the prevailing wage rates as required by Chapter 39.12 RCW. This requirement applies to laborers, workers, and mechanics whether they are employed by the Contractor, subcontractors, sub-subcontractors, or any other person who performs a portion of the Work contemplated by this Contract. The prevailing wage rates in effect on the Contract effective date are the prevailing wage rates that apply to the Project. Prevailing wage rates applicable to the Project, which is located in Snohomish County, may be found at the following website address for the Department of Labor & Industries: <https://lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>. A copy of the applicable prevailing wage rates is also available for viewing at the City of Everett's Procurement Office, 2930 Wetmore Ave, Everett, WA 98201. Upon request, the City of Everett will mail a hard copy of the applicable prevailing wages for the Project.
6. Everett Business License (EMC 3.19.025). The Contractor must maintain a City of Everett Business License.
7. General Compliance with Law and Equal Opportunity. The Contractor shall comply with all federal, state, and local laws and regulations applicable to the work to be done under this Contract. Without limiting the foregoing, Contractor shall not discriminate against any employee, applicant for employment, or other person on the basis of race, color, religion, sex, age, disability, marital state, national origin, or other circumstance prohibited by applicable federal, state, or local law or ordinance. The Contractor shall comply with and shall not violate any applicable provisions of Chapter 49.60 RCW, Title VI of the Civil Rights Act of 1964, and all applicable federal, state, or local law or ordinance regarding non-discrimination.
- 8.. Insurance Requirements.
  - A. The Contractor shall comply with the following conditions and procure and keep in force during the term of this Contract, at the Contractor's own cost and expense, the following policies of insurance with companies authorized to do business in the State of Washington, which are rated at least "A-" or better and with a numerical rating of no less than seven (7), by A.M. Best Company and which are acceptable to the City.
    1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence.
    2. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate.

3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile.
  - B. The above liability policies shall be primary as to the City and shall contain a provision that the policy shall not be canceled or materially changed without thirty (30) days prior written notice to the City. No cancellation provision in any insurance policy shall be construed in derogation of the continuous duty of the Contractor to furnish the required insurance during the term of this Contract.
  - C. Prior to the Contractor performing any Work, Contractor shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the required insurance. The Contractor shall provide the City with endorsement(s) for the CGL and auto policies naming the City of Everett, its officers, employees, and agents as Additional Insureds. Receipt by the City or City's designee of any certificate showing less coverage than required is not a waiver of the Contractor's obligations to fulfill these requirements. No statement on a third-party website (such as a Trustlayer) that a requirement is "waived" or "overridden" is a waiver of Contractor's obligations to fulfill the requirements of this Section.
  - D. The Contractor shall require subcontractors to provide coverage that complies with the requirements stated herein.
9. Independent Contractor. Contractor is and shall be at all times during the term of this Contract an independent contractor and not an employee of the City. Any and all employees of the Contractor, while engaged in the performance of any work or services required by the Contractor under this Contract, shall be considered employees of the Contractor only and not of the City.
10. Contract Termination.
- A. Termination for Default. The City may terminate the Contract upon written notice to Contractor and its surety whenever the Contractor is deemed to be in default or fails to fulfill, in a timely and proper manner, one or more Contract obligations or is in violation of any provisions or covenants of the Contract. Termination shall be effective upon receipt of such notice by the Contractor.
  - B. Termination for Convenience. Without prejudice to any other remedy it may have under law or and/or the provisions of the Contract, the City may terminate this Contract for convenience, with or without cause, in whole or in part, at any time by giving written notice to the Contractor. Termination will be effective upon receipt of such notice by the Contractor. The Contractor shall immediately discontinue Work and take all reasonable steps with its suppliers and subcontractors to minimize cancellation charges and other costs. After termination for convenience, payment to the Contractor shall only be for Work completed through the termination date. To the extent not paid for by the Contract Price for completed Work, the City will pay as part of an adjustment of Contract Price those direct costs necessarily and actually incurred by the Contractor in reasonable anticipation of performing the Work that has been deleted or terminated. No claim for damages of any kind for loss of anticipated profits or consequential

damages will be allowed because of termination for convenience. In no event will the total payment to the Contractor exceed the total Contract Price as modified by approved change orders less those amounts paid to the Contractor before the effective date of the termination

11. Other Provisions.

- A. Any waiver by the City or the breach of any provision of this Contract by the Contractor will not operate or be construed as a waiver of any subsequent breach by the Contractor or prevent the City from enforcing any such provisions thereafter.
- B. This Contract may not be assigned by the Contractor without the written consent of the City, which consent may be withheld in the City's sole discretion.
- C. The Contract Documents contain the complete and integrated understanding and contract between the parties and supersedes any understanding, agreement, or negotiation, whether oral or written, not set forth herein.
- D. Unless otherwise directed in writing by the City's Project Manager, notices to the City must be in writing and shall be delivered to the City's Project Manager postage prepaid or delivered by hand. Notices to the Contractor may be delivered to the Contractor by mail or email to the address for Contractor in the Basic Provisions or to any other address reasonably calculated to give the Contractor notice.
- E. This Contract may only be modified by a written change order executed in accordance with the Contract.
- F. Exclusive venue for any lawsuit arising out of this Contract shall be in the Superior Court of Snohomish County, Washington. The laws of the State of Washington, without giving effect to principles of conflict of laws, govern all matters arising out of or relating to this Contract.

12. Effective Date. This Contract is effective as of the date of last signature. This Contract will be signed by AdobeSign, and signatures with AdobeSign are fully binding.

IN WITNESS WHEREOF, the City and Contractor have executed this Contract.

CITY OF EVERETT  
WASHINGTON

CDW GOVERNMENT LLC



Cassie Franklin, Mayor

06/09/2025

Date

ATTEST



Office of the City Clerk

*Dario Bertocchi*

Signature: \_\_\_\_\_

Name of Signer: Dario Bertocchi

Signer's Email Address: ContMgt@cdw.com

Title of Signer: VP Contracting Operations

06/09/2025



STANDARD DOCUMENT  
APPROVED AS TO FORM  
OFFICE OF THE CITY ATTORNEY  
DECEMBER 2, 2024



## STATEMENT OF WORK

<b>Project Name:</b>	City of Everett - Municipal Courts Camera Installation	<b>Seller Representative:</b> Sean McLellan +1 (206) 2183956 seanmcl@cdw.com
<b>Customer Name:</b>	CITY OF EVERETT	
<b>CDW Affiliate:</b>	CDW Government LLC	
<b>Subcontractor:</b>	Wachter, Inc.	<b>Solution Architect:</b> Oliver Garcia Hernandez
<b>Date:</b>	April 29, 2025	
<b>Drafted By</b>	Dan Misbach	

This statement of work (“**Statement of Work**” or “**SOW**”) is made and entered into on the last date that this SOW is fully executed as set forth below (“**SOW Effective Date**”) by and between the undersigned, CDW Government LLC (“**Provider**,” and “**Seller**,”) and CITY OF EVERETT (“**Customer**,” and “**Client**,”).

This SOW shall be governed by that certain AEPA Vendor Agreement 022-G Technology Catalog between CDW Government LLC and AEPA, effective March 1, 2022 (the “**Agreement**”) If there is a conflict between this SOW and the Agreement, then the Agreement will control, except as expressly amended in this SOW by specific reference to the Agreement.

## PROJECT SCOPE

### PHYSICAL CAMERA INSTALLATION

Furnish and install a **Structured Cabling Solution (SCS)** consisting of Cat6 UTP for horizontal communications cabling. The SCS will be supported by an existing Equipment Room (Er) and supported by the existing fiber optic and/or copper backbone communications cabling.

### Materials

Installer's intent is to order materials to deliver at or before we arrive onsite; if PO is issued more than 1-month prior to our expected start date, material pricing shall be refreshed before order.

### Labor

1. Equipment Room (ER) Build Out – Installer will furnish and install:
  - a. Racks & Management:

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- i. Rack is assumed existing
    - b. Power Backup & Distribution: Customer Furnished
      - i. (1) Horizontally mounted PDU(s) per rack/cabinet.
      - ii. (1) Rack-mounted UPS per rack/cabinet.
    - c. Bonding:
      - i. Is not included in this scope
    - d. Connectivity:
      - i. Copper patch panels:
        - 1. 48-Port, Modular patch panels for horizontal cable terminations
        - 2. Copper patch cords will be furnished by Installer and installed by Installer.
  - 2. Pathways & Penetrations – Installer will furnish and install:
    - a. J-Hooks:
      - i. As required where cable tray and conduit are not present
      - ii. J-hooks will be secured directly to the building steel via beam clamp or hammer on flange
      - iii. J-hooks will be suitable for plenum spaces
    - b. Conduit & Penetrations:
      - i. Conduit will be EMT
      - ii. Conduit will not be painted
      - iii. Penetrations will be installed using conduit with fire putty
      - iv. Conduit and penetrations are in size and quantity as to maintain the appropriate fill ratio.
  - 3. Video Surveillance Solution (VSS) – Installer will furnish and install:
    - a. Headend, located in the MDF/IDFs (Client/Owner Furnished & Installer Installed):
      - i. (1) 2RU Server
      - ii. (1) 2RU UPS
      - iii. (1) 1RU Switch
    - b. Interior Cameras (Client/Owner Furnished & Installer Installed):
      - i. (22) CAMERAS
    - c. Exterior Cameras (Client/Owner Furnished & Installer Installed):
      - i. (13) CAMERAS
      - 1. (13) Outdoor pendant kits
    - d. Cabling:
      - i. (35) Cat6, UTP cable(s)
      - ii. Tested via cable qualifier
      - iii. Drops will be housed using Surface Mount Boxes (SMB) as applicable for each drop location.
      - iv. 10-Feet of slack will be coiled at the Work Area Outlet (WAO) and 3-Feet at the ER/TR/TE.
      - v. Patch cords for the WAO will be furnished by Installer and installed by Installer.
      - vi. Elevator Camera is assumed to be analog, able to handle new camera and can be installed with Balun and connectors provided by Customer
    - e. Engineering & Installation - Installer Engineer(s) will not configure the equipment listed above:
      - i. Installer Technicians will coordinate remotely with Customer personnel to commission and validate the operation of the installed system and its peripheral components

## **Items/Services Provided**



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1. As part of Installer SOP, a sign-off form or work order will be required to be signed by Customer representative and by the Installer lead technician.
  2. All photos taken of completed work will be provided in electronic format, as part of acceptance.

### **Customer Requirements**

1. Installer assumes that Customer acknowledges and agrees to facilitate the following:
  - a. Installer requires receipt of PO or notice to proceed, a minimum of 10-business days for installation only responses; technology solutions are subject to equipment availability and other dependencies, and will be communicated to client within 5-business days of receipt of PO or notice to proceed.
  - b. Any information regarding the scope of work, environment, or conditions that may affect the schedule, installation, or equipment specifications.
  - c. A copy of the most recent facility drawing indicating areas of concern.
  - d. Sufficient wall or rack space in frame locations to accommodate network appliances.
  - e. Owner is responsible for moving furniture or other obstructions that may affect or delay the project.
  - f. Customer/Owner furnished and/or existing equipment will be in good working order.
    - i. Any Customer/Owner furnished equipment will be received by Installer at agreed upon date.
  - g. Customer's existing network infrastructure should have available ports and PoE for new devices.
  - h. Permanent power required for system head-end or distribution components must be available in agreed upon locations.
    - i. If permanent power is not provided by Installer, it must be coordinated at project kickoff.
    - ii. If required, Installer can provide electrical installation services for the project upon request with associated pricing adjustments.
  - i. Provide timely site security clearance and unobstructed access as required.
  - j. Remote access shall be provided via VPN, WebEx, or other remote Customer application.
  - k. Any necessary roof penetrations by a licensed roofing contractor.
2. Customer is required to sign off within five (5) business days from the project completion date to report any work not performed under the scope of work; any reporting after this period will be billed under a separate agreement.

### **Notes & Assumptions**

This SOW was prepared according to the information provided at the time of bid; any elements not specifically identified within this scope of work or provided information will be considered 'Out-of-Scope.' Additional and/or 'Out-of-Scope' items can be addressed with options and pricing adjustment to complete the project additions.

1. Space will be available on the property for secure storage of materials; no container is included in this SOW.
2. A scissor and/or boom type lift is required for this scope of work and is included in this pricing.
3. Any existing cable pathway (cable tray, J-hooks, conduit, etc.) is to be utilized for the cable installation during this project.
4. The EC will be responsible to provide/install all conduit or sleeves and any other cable penetrations needed during the cabling portion of this project (Unless otherwise noted in the scope of work section of this SOW).
5. Installer will work with Customer to determine dates required onsite.
6. Installer will be able to perform the work at each site location from start through completion without interruption.
7. Material expedition is not included; all material shipments will be at the ground shipment or freight level.
8. If Customer/Owner provided escort is required, delays in work caused by escort or their availability may result in adjustments to pricing in order to complete the project.
9. If any requirements for onsite technicians to be vaccinated for Covid-19 are identified or communicated after the submission of this proposal, onsite labor rates may require adjustment via the change order process.
10. All engineering services shall be conducted remotely. If on-site engineering is required, additional charges will be applied via the change order process.

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## Warranty

Provider is committed to providing defect-free goods and services to its clients. Training, inspection, testing, documentation, and other processes are followed to ensure all applicable standards are met.

Provider warrants all labor to be free of workmanship defects for a period of 12 months from the date the work is performed. During this 12-month period, Provider will promptly repair, at no cost to Seller, any defects that are a direct result of labor workmanship. All materials are warranted according to the manufacturer's provided warranty.

Should you have any quality questions or concerns, please contact your project manager, or feel free to contact our quality department at [QualityAssurance@wachter.com](mailto:QualityAssurance@wachter.com).

## ARCULES CONFIGURATION AND TRAINING

- **Configuration & Optimization** – Seller engineer will perform the following activities:
  - For the Arcules Cloud Platform:
    - Create locations/sites in the Arcules dashboard for up to 1 sites
    - Add Arcules gateway(s) to each site
    - Discover and import up to 68 IP cameras into the Arcules Cloud Platform
    - Apply desired naming conventions and site associations to IP cameras
    - Add and configure Floor Plans (up to a maximum of 2 floor plans and 68 cameras)
    - Create up to two custom dashboard with desired widgets
    - Create users, roles, and permissions
    - Configure Single Sign On (SSO) authentication (if required)
    - Configure Arcules gateway upload schedule(s)
  - For up to 48 individual cameras:
    - Adjust basic camera settings as needed
    - Configure Motion Detection settings for each camera
    - Setup Recording Schedules for each camera
    - Configure storage retention time for each video channel
    - Create action-based notifications and alarms/rules for each camera
  - Configure the following Cloud Video analytics features (up to 2 analytics per camera, for up to 68 cameras), if desired by Customer:
    - People detection in region
    - Vehicle detection in region
    - Camera blur detection
    - Camera rotation detection
    - Heat map for people detection
    - Parked vehicle count
    - **Note:** Cloud Video analytics are available for Pure Cloud deployments only
  - Configuration of Public View monitors
    - Work with IT on remote configuration for Public Viewing.
    - Create a specific user for public view use.
    - Configure camera access permissions for user
    - Configure view and requested view changes, (carousel, static, custom layout) as determined by Customer's IT.

**Testing** – Seller will work with the Customer to test and validate the following functionality:

- Archiving and sharing video
- Notifications
- Analytics
- Arcules Cloud Platform mobile app (for up to 1 user)

## Knowledge Transfer and Customer Orientation

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- Schedule two 1hr End User training sessions for system users.
  - Review settings and configurations made to Arcules Cloud Platform and cameras that were in scope for the engagement
  - Review general administration and camera operator tasks
  - Review how to get help on Arcules products, via both online knowledgebase and support requests

## CUSTOMER RESPONSIBILITIES

- All IP cameras to be configured by Seller during this installation must be physically installed, powered on and accessible to the Arcules gateway via the LAN prior to the start of Services
- Customer is responsible for ensuring that they are utilizing an appropriate network architecture for proper Arcules operation. Documentation on Arcules' recommended network architectures can be found here – <https://arc-cs-01.arcules.com/en/articles/3060180-recommended-network-architectures>
- Customer is responsible for ensuring that any IP camera hardware (and associated firmware versions) to be used with the Arcules Cloud Platform are compatible and supported by Arcules. A full list of supported devices can be found here – <https://arcules.com/cameras/>
- Provide qualified personnel who will perform Customer's obligations under this SOW, make timely decisions necessary to move performance of the Services forward, participate in this project to the extent reasonably requested by Seller and reasonably assist Seller with its performance of the Services
- Provide Seller's personnel with appropriate levels of access and privilege to systems and information necessary for Seller's performance of the Services
- Limiting access to Customer's network and/or facilities only as needed to perform the Services
- Make any final decisions regarding, and take responsibility for the implementation of any recommendations or potential solutions provided by Seller under this SOW

## ASSUMPTIONS AND ACKNOWLEDGEMENTS

- The scope of this Arcules Video Surveillance Configuration Service is limited to Arcules video surveillance features, and excludes configuration of Arcules Access Control or other features not described in this SOW.
- The scope of this SOW excludes configuration of any third party camera-specific software or camera-based video analytics features.
- Customer is responsible for performing any physical adjustment of camera field of view, if needed.
- All Services will be delivered remotely. No travel is required for Services. Customer will provide remote access to the environment to Seller as necessary for Seller to perform the Services
- Customer's personnel will be available on a timely basis, and when reasonably requested by Seller, Customer's personnel will provide input, review the Services being performed and the items provided by Seller, answer questions, provide signoff, and allow Seller to gather and validate information, perform reviews and obtain other input
- The scope and objectives of this project will be jointly managed by Customer and Seller to better ensure completion of the project within the anticipated schedule
- Customer acknowledges and agrees that Seller will not process personal data that is subject to applicable data security and privacy laws ("**Personal Data**") within the scope of the Services, and that Customer will restrict Seller from accessing any Personal Data during the performance of the Services

## OUT OF SCOPE

The following activities are out of scope for these Services:

- Physical mounting and installation of IP cameras
- Configuration and optimization of more than 48 individual IP cameras
- Configuration of Arcules Access Control features
- Remediation of any issues or problems is out of scope for this engagement
- Seller will not perform Services for Customer's foreign affiliates if any
- Any other Services not specified herein

## ITEM(S) PROVIDED TO CUSTOMER

Item	Description	Format
Comissioning Reports	As-built, and photos taken of completed work will be provided in electronic format, as part of acceptance.	PDF

## GENERAL RESPONSIBILITIES AND ASSUMPTIONS

- Customer is responsible for providing all access that is reasonably necessary to assist and accommodate Seller's performance of the Services.
- Customer will provide in advance and in writing and Seller will follow, all applicable Customer's facility's safety and security rules and procedures.
- Customer is responsible for security at all Customer-Designated Locations; Seller is not responsible for lost or stolen equipment, other than solely as a result of Seller's gross negligence and willful misconduct.
- Customer acknowledges that in order to efficiently and effectively perform the Services CDW may need to collect information from Customer's systems by using software tools developed or used by CDW ("Tools"). In some cases, these Tools will need to be loaded onto the Customer's systems to gather necessary information, and CDW may also use them to make changes in the Customer's systems consistent with the agreed upon scope. Tools will be used only for purposes of performing the Services and will be removed or automatically deleted when CDW has completed use of them. Customer hereby consents to CDW's use of the Tools as set forth in this paragraph.
- Upon completion of the Services, Customer is responsible for disabling or deleting all CDW coworker access credentials and completing any other necessary steps to ensure that access to all of Customer's environments has been permanently terminated for all CDW coworkers and contractors that were part of this engagement.

## PROJECT MANAGEMENT

Seller will assign a project management resource to perform the following activities during the project:

1. **Kickoff Meeting**
  - Coordinate and facilitate kickoff meeting
  - Review SOW including project objectives, schedule, and logistics

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- Identify and confirm project participants
  - Discuss project prerequisites
  - Create and distribute escalation and contact lists
2. **Project Schedule or Plan**
- Create a project plan that details the schedule and resources assigned to the project. The schedule should align with the estimated project duration as established in the Project Scheduling section.
  - Monitor project scope and expectations
  - Identify and manage project risks
  - Monitor the status and progress of the project and the quality of items provided
  - Communicate at regular intervals as agreed upon
  - Ensure project timelines, dependencies, budgets, and closure are met within the project lifecycle
3. **Status Meetings and Reports**
- Status meetings will be conducted on a regular cadence schedule to proactively identify any issues that may arise in order to mitigate risk
  - Scheduling will be based on agreement with stakeholders, the estimated project duration, and budget available
  - Seller and Customer will discuss action items, tasks completed, tasks outstanding, risks, issues, key decisions, and conduct a budget review
  - The project management resource will document and distribute meeting notes and/or action items for all meetings, and will act as the main POC to Customer, if requested
4. **Change Management**
- When a change to a project occurs, the Seller's project change control process will be utilized
  - The project management resource will facilitate any necessary change order(s) and administrative task(s) as necessary
5. **Project Closure**
- Once verbal scope completion is confirmed, a written Project Closure Acceptance will be provided for client to formally acknowledge
  - If desired, the project team will meet to recap, answer any questions, and address project transition activities and next steps

## CONTACT PERSONS

Each Party will appoint a person to act as that Party's point of contact ("**Contact Person**") as the time for performance nears and will communicate that person's name and information to the other Party's Contact Person.

Customer Contact Person is authorized to approve materials and Services provided by Seller, and Seller may rely on the decisions and approvals made by the Customer Contact Person (except that Seller understands that Customer may require a different person to sign any Change Orders amending this SOW). The Customer Contact Person will manage all communications with Seller, and when Services are performed at a Customer-Designated Location, the Customer Contact Person will be present or available. The Parties' Contact Persons shall be authorized to approve changes in personnel and associated rates for Services under this SOW.

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## PROJECT SCHEDULING

Customer and Seller, who will jointly manage this project, will together develop timelines for an anticipated schedule (“**Anticipated Schedule**”) based on Seller’s project management methodology. Any dates, deadlines, timelines or schedules contained in the Anticipated Schedule, in this SOW or otherwise, are estimates only, and the Parties will not rely on them for purposes other than initial planning.

The following scheduling scenarios that trigger delays and durations to extend beyond what's been planned may require a Change Order:

- Site preparation, such as power, cabling, physical access, system access, hardware/software issues, etc. must be completed in a timely manner.
- Project tasks delegated to Customer PMs/Engineers/Techs/Management/Resources must be completed in a timely manner. For example, in the event a project 's prioritization is demoted, and Customer resources are reallocated causing the project's schedule to extend on account of experiencing interruptions to its momentum requiring complete stop(s) and start(s).
- External projects/dependencies that may have significant impact on the timeline, schedule and deliverables. It is Seller's assumption that every reasonable attempt will be made to mitigate such situations.

## TOTAL FEES

The total fees due and payable under this SOW (“**Total Fees**”) include both fees for Seller’s performance of work (“**Services Fees**”) and any other related costs and fees specified in the Expenses section (“**Expenses**”).

Seller will invoice for Total Fees. Customer will pay invoices containing amounts authorized by this SOW in accordance with the terms of the Agreement. Unless otherwise specified, taxes will be invoiced but are not included in any numbers or calculations provided herein. The pricing included in this SOW expires and will be of no force or effect unless it is signed by Customer and Seller within thirty (30) days from the Date listed on the SOW, except as otherwise agreed by Seller. Any objections to an invoice must be communicated to the Seller Contact Person within fifteen (15) days after receipt of the invoice.

This SOW may include multiple types of Services Fees; please reference below Services Fees section(s) for further details.

## SERVICES FEES

Services Fees hereunder are FIXED FEES, meaning that the amount invoiced for the Services will be \$140,162.00.

The invoiced amount of Services Fees will equal the amount of fees applicable to each completed project milestone (see Table below).

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Milestone	Percentage	Fee
Signed SOW	50%	\$70,081.00
Physical Install Completion	35%	\$49,057.00
End User Training & Project Completion	15%	\$21,024.00
<b>Totals</b>	<b>100%</b>	<b>\$140,162.00</b>

## EXPENSES

Neither travel time nor direct expenses will be billed for this project.

## TRAVEL NOTICE

Two (2) weeks' advance notice from Customer is required for any necessary travel by Seller personnel.

## CUSTOMER-DESIGNATED LOCATIONS

Seller will provide Services benefiting the following locations (“**Customer-Designated Locations**”)

Location	Address
City of Everett Municipal Courts	3028 Wetmore Ave, Everett, WA 98201

## Exhibits





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This quote is subject to CDW's Third Party Cloud Services Order Form Terms and Conditions set forth at <https://www.cdwg.com/content/cdwg/en/terms-conditions/third-party-cloud-services-order-form-terms-and-conditions-.html>

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PGPQ952	1/16/2025	ARCULES PHASE3	9437469	<b>\$123,988.08</b>

### IMPORTANT - PLEASE READ

**Special Instructions:** Best POC Phone Numbers:  
425.257.7820 or 425.257.7211

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">ARCULES 004K-030 CLD SUB</a> Mfg. Part#: A0-C-004K-030-US1 Electronic distribution - NO MEDIA Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	420	7228756	\$45.00	\$18,900.00
<a href="#">ARCULES 05MP-030 CLD SUB</a> Mfg. Part#: A0-C-05MP-030-US1 Electronic distribution - NO MEDIA Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	2340	7228755	\$28.00	\$65,520.00
<a href="#">ARCULES 1080-030 CLD SUB</a> Mfg. Part#: A0-C-1080-030-US1 Electronic distribution - NO MEDIA Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	600	7228758	\$18.00	\$10,800.00
<a href="#">ARCULES 4MP DVC PREM SUP 30DAY RET</a> Mfg. Part#: A0-SPC-01M-1C-US1 Electronic distribution - NO MEDIA Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	1	7186964	\$6,950.00	\$6,950.00
<a href="#">Arcules CR02 Rack Mount Gateway</a> Mfg. Part#: A0-R02-02TA-02R01-W5-US1 Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	1	7186959	\$5,111.00	\$5,111.00

**QUOTE DETAILS (CONT.)**[Arcules CR08 Rackmount Gateway](#)

1

7186958

\$5,538.00

\$5,538.00

Mfg. Part#: A0-R08-04TA-04R10-W5-US1

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

These services are considered Third Party Services, and this purchase is subject to CDW's [Third Party Cloud Services Terms and Conditions](#), unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

**SUBTOTAL** \$112,819.00**SHIPPING** \$0.00**SALES TAX** \$11,169.08**GRAND TOTAL** **\$123,988.08****PURCHASER BILLING INFO****Billing Address:**CITY OF EVERETT  
ACCOUNTS PAYABL  
PO BOX 12130  
EVERETT, WA 98206-2130**Phone:** (425) 257-6401**Payment Terms:** Net 30 Days-Govt State/Local**DELIVER TO****Shipping Address:**CITY OF EVERETT  
JOAN OLSEN - FACILITIES  
3200 CEDAR ST BLDG 3  
EVERETT, WA 98201-4516**Shipping Method:** DROP SHIP-GROUND**Please remit payments to:**CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515**Sales Contact Info****Jon Watters** | (866) 339-7081 | [jonwatt@cdwg.com](mailto:jonwatt@cdwg.com)**Need Help?**[My Account](#)[Support](#)[Call 800.800.4239](tel:800.800.4239)[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

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**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PGPQ961	1/16/2025	EXTREME PHASE 3 - MUN COURTS	9437469	<b>\$18,519.07</b>

### IMPORTANT - PLEASE READ

**Special Instructions:** Best POC Phone Numbers:  
425.257.7820 or 425.257.7211

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Extreme Networks 5420M 48-Port 802.3bt PoE Switch</a> Mfg. Part#: 5420M-48W-4YE Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	1	6328561	\$5,325.00	\$5,325.00
<a href="#">Extreme Networks ExtremeWorks Software and TAC - technical support - 1 year</a> Mfg. Part#: 97000-5420M-48W-4YE Electronic distribution - NO MEDIA Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	1	6679157	\$395.00	\$395.00
<a href="#">Extreme Networks - power supply - 920 Watt</a> Mfg. Part#: XN-ACPWR-920W Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	2	6313876	\$795.00	\$1,590.00
<a href="#">Extreme Networks - power cable - NEMA 5-15 to IEC 60320 C13</a> Mfg. Part#: 10061 UNSPSC: 26121604 Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	4	1897798	\$9.00	\$36.00
<a href="#">Extreme Networks 5520 Series 24-Port Fiber Switch</a> Mfg. Part#: 5520-24X Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	1	6328554	\$7,744.33	\$7,744.33
<a href="#">Extreme Networks ExtremeWorks Software and TAC - technical support - 1 year</a> Mfg. Part#: 97000-5520-24X Electronic distribution - NO MEDIA Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	1	6328559	\$650.00	\$650.00

**QUOTE DETAILS (CONT.)**[Extreme Networks - power supply - 350 Watt](#)

2

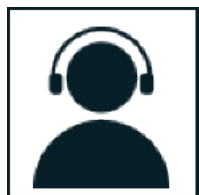
6584962

\$555.25

\$1,110.50

Mfg. Part#: XN-ACPWR-350W-FB

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

**SUBTOTAL** \$16,850.83**SHIPPING** \$0.00**SALES TAX** \$1,668.24**GRAND TOTAL** **\$18,519.07****PURCHASER BILLING INFO****Billing Address:**CITY OF EVERETT  
ACCOUNTS PAYABL  
PO BOX 12130  
EVERETT, WA 98206-2130  
**Phone:** (425) 257-6401  
**Payment Terms:** VISA**DELIVER TO****Shipping Address:**CITY OF EVERETT  
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EVERETT, WA 98201-4516  
**Phone:** (425) 257-6401  
**Shipping Method:****Please remit payments to:**CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515**Sales Contact Info****Jon Watters** | (866) 339-7081 | [jonwatt@cdwg.com](mailto:jonwatt@cdwg.com)**Need Help?**

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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PGTL067	1/23/2025	PROLINE SM EXTREME SFP	9437469	\$2,198.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Proline Extreme Networks 10302 Compatible TAA Compliant 10GBase-LR SFP+ Tra</a>	10	3982983	\$200.00	\$2,000.00
Mfg. Part#: 10302-PRO				
UNSPSC: 43201553				
Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)				

SUBTOTAL	\$2,000.00
SHIPPING	\$0.00
SALES TAX	\$198.00
GRAND TOTAL	\$2,198.00

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> CITY OF EVERETT ACCOUNTS PAYABL PO BOX 12130 EVERETT, WA 98206-2130 <b>Phone:</b> (425) 257-6401 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>Shipping Address:</b> CITY OF EVERETT IT 3200 CEDAR ST # 6 EVERETT, WA 98201-4516 <b>Shipping Method:</b> DROP SHIP-GROUND
<b>Please remit payments to:</b>	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



### Sales Contact Info

Jon Watters | (866) 339-7081 | [jonwatt@cdwg.com](mailto:jonwatt@cdwg.com)

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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PHRW814	2/24/2025	HANWHA	9437469	\$23,777.97

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Hanwha Vision Wisenet Q QNV-8080R - network surveillance camera</a> Mfg. Part#: QNV-8080R Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	8	5839581	\$311.00	\$2,488.00
<a href="#">Hanwha Vision Wisenet Q QND-8080R - network surveillance camera</a> Mfg. Part#: QND-8080R Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	9	5839585	\$306.23	\$2,756.07
<a href="#">Hanwha Vision Wisenet P PNM-C9022RV - panoramic camera - dome</a> Mfg. Part#: PNM-C9022RV Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	4	7390743	\$964.38	\$3,857.52
<a href="#">Hanwha Vision Wisenet T TNV-8011C - network surveillance camera - dome</a> Mfg. Part#: TNV-8011C Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	3	7397601	\$399.86	\$1,199.58
<a href="#">Hanwha Vision Wisenet Q QND-6012R - network surveillance camera</a> Mfg. Part#: QND-6012R UNSPSC: 46171610 Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	4	5759068	\$135.95	\$543.80
<a href="#">Hanwha Vision 20MP Outdoor Multi-Directional PTRZ Camera</a> Mfg. Part#: PNM-9085RQZ1 Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	4	7041779	\$1,787.64	\$7,150.56
<a href="#">Hanwha Vision Wisenet 2MP IR Outdoor Dome Camera</a> Mfg. Part#: PNM-7082RVD Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)	3	7196424	\$658.60	\$1,975.80
<a href="#">Hanwha Vision Wisenet SBV-215WCW - camera weather cover</a>	1	7387889	\$25.00	\$25.00



**QUOTE DETAILS (CONT.)**

Mfg. Part#: SBV-215WCW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision Wisenet SBP-300KMW1 - camera mounting adapter</a>	3	6727580	\$37.65	\$112.95
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Mfg. Part#: SBP-300KMW1

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision SBP-317HMW - hanging mount adapter</a>	4	6084089	\$37.83	\$151.32
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Mfg. Part#: SBP-317HMW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision Wisenet SBP-120WMW - camera dome mounting bracket</a>	2	5737936	\$11.99	\$23.98
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Mfg. Part#: SBP-120WMW

UNSPSC: 45121518

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision SBP-122HMW - hanging mount adapter</a>	1	5974419	\$17.81	\$17.81
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Mfg. Part#: SBP-122HMW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision SBP-300CMW - camera mount</a>	1	6010731	\$37.83	\$37.83
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Mfg. Part#: SBP-300CMW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision SBV-136BW - back box</a>	3	5900143	\$22.45	\$67.35
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Mfg. Part#: SBV-136BW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Techwin SBP-137WMW1 - camera mount</a>	2	5810500	\$31.12	\$62.24
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Mfg. Part#: SBP-137WMW1

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision Wisenet SHD-1198FW - camera mount</a>	4	7690019	\$37.73	\$150.92
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Mfg. Part#: SHD-1198FW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Techwin SBP-301HMW2 - camera hanging mount</a>	3	5906280	\$22.45	\$67.35
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Mfg. Part#: SBP-301HMW2

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision Wisenet SBV-138TMW - camera tilt mount</a>	2	7886568	\$22.45	\$44.90
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Mfg. Part#: SBV-138TMW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Techwin SBP-300WMW1 - camera mount</a>	3	5906279	\$37.73	\$113.19
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Mfg. Part#: SBP-300WMW1

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

<a href="#">Hanwha Vision Wisenet TEC-F01 - network extender</a>	2	7886564	\$196.45	\$392.90
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Mfg. Part#: TEC-F01

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

**QUOTE DETAILS (CONT.)**[Hanwha Vision SBP-400WMW - camera mount](#)

4

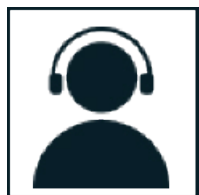
8112530

\$99.23

\$396.92

Mfg. Part#: SBP-400WMW

Contract: KCDA Catalog Agreement- Contract# 022-G (022-G)

**SUBTOTAL** \$21,635.99**SHIPPING** \$0.00**SALES TAX** \$2,141.98**GRAND TOTAL** **\$23,777.97****PURCHASER BILLING INFO****Billing Address:**CITY OF EVERETT  
ACCOUNTS PAYABL  
PO BOX 12130  
EVERETT, WA 98206-2130  
**Phone:** (425) 257-6401  
**Payment Terms:** VISA**DELIVER TO****Shipping Address:**CITY OF EVERETT  
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EVERETT, WA 98201-4516  
**Phone:** (425) 257-6401  
**Shipping Method:** DROP SHIP-GROUND**Please remit payments to:**CDW Government  
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Chicago, IL 60675-1515**Sales Contact Info****Jon Watters** | (866) 339-7081 | [jonwatt@cdwg.com](mailto:jonwatt@cdwg.com)**Need Help?**

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# 2022-073 Municipal Court Camera Installation\_SD

Final Audit Report

2025-06-10

Created:	2025-06-09
By:	Ashleigh Scott (AScott@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7bxhoWWuDRfeLMg3LF2k2zlc_uLk3rTY

## "2022-073 Municipal Court Camera Installation\_SD" History

-  Document created by Ashleigh Scott (AScott@everettwa.gov)  
2025-06-09 - 8:08:00 PM GMT
-  Document emailed to Jenny Chang (JCHANG@EVERETTWA.GOV) for approval  
2025-06-09 - 8:08:50 PM GMT
-  Email viewed by Jenny Chang (JCHANG@EVERETTWA.GOV)  
2025-06-09 - 8:09:44 PM GMT
-  Document approved by Jenny Chang (JCHANG@EVERETTWA.GOV)  
Approval Date: 2025-06-09 - 8:10:04 PM GMT - Time Source: server
-  Document emailed to Strategic Program Signer (contmgt@cdw.com) for signature  
2025-06-09 - 8:10:07 PM GMT
-  Email viewed by Strategic Program Signer (contmgt@cdw.com)  
2025-06-09 - 8:10:20 PM GMT
-  Signer Strategic Program Signer (contmgt@cdw.com) entered name at signing as Dario Bertocchi  
2025-06-09 - 8:20:46 PM GMT
-  Document e-signed by Dario Bertocchi (contmgt@cdw.com)  
Signature Date: 2025-06-09 - 8:20:48 PM GMT - Time Source: server
-  Document emailed to Tim Benedict (TBenedict@everettwa.gov) for approval  
2025-06-09 - 8:20:50 PM GMT
-  Email viewed by Tim Benedict (TBenedict@everettwa.gov)  
2025-06-09 - 8:33:56 PM GMT



Document approved by Tim Benedict (TBenedict@everettwa.gov)

Approval Date: 2025-06-09 - 8:34:07 PM GMT - Time Source: server



Document emailed to Cassie Franklin (cfranklin@everettwa.gov) for signature

2025-06-09 - 8:34:11 PM GMT



Email viewed by Cassie Franklin (cfranklin@everettwa.gov)

2025-06-09 - 9:26:55 PM GMT



Document e-signed by Cassie Franklin (cfranklin@everettwa.gov)

Signature Date: 2025-06-09 - 9:27:08 PM GMT - Time Source: server



Document emailed to Ashleigh Scott (AScott@everettwa.gov) for signature

2025-06-09 - 9:27:10 PM GMT



Document e-signed by Ashleigh Scott (AScott@everettwa.gov)

Signature Date: 2025-06-10 - 8:16:18 PM GMT - Time Source: server



Agreement completed.

2025-06-10 - 8:16:18 PM GMT