

Customer: City of Saginaw

Project Name: City Council Chambers (AV)
NCS Job#: 9360 AV SYSTEM UPGRADES REV2

Date: August 30, 2021

Estimator: Joe Colley (M: 972-837-9845, E: jcolley@ncs-tx.com)



SCOPE OF WORK

This scope of work is designed to provide our customers with a thorough understanding of the nature and functionality of the system they will receive from Network Cabling Services (NCS), as well as defining necessary coordination and requirements from the customer and other trades in order to ensure a successful project. Please review the document carefully to ensure that the proposed system meets the needs of your organization.

Project Summary

Based on the time and materials service call NCS is recommending the following upgrades to the City of Saginaw Council Chambers AV Systems. The system and DSP has intermittent issues and inconsistencies in use of operation. If this proposal is accepted NCS will provide and install a new QSC Q-Sys DSP system which will consist of the primary Core 110f digital signal processor located at the existing equipment rack and (3) I/O-8 Flex expansion devices located in the council chambers to accommodate the council chambers existing microphone inputs. NCS will provide and install a new Crestron DM Video Switcher and output devices at the (4) council chambers displays. NCS will install (4) new Crestron DM-TX transmitters in the Council Chambers and (2) HDMI DM-TX-4K transmitters in the Conference Room to update the Video inputs from VGA to HDMI. NCS will install a new Crestron Control System Processor and Touch Panel interfaces. NCS will work directly with the City of Saginaw to determine best and most simple programming for ease of use. NCS will install new video I/O in the conference room and provide and install a new table-top touch panel. Also included in this is an updated streaming processor. NCS also includes in this proposal removal and handover of existing devices and wiring and wire management in existing equipment rack.

This Revised proposal includes the addition of a Meridia EZ-Vote 5 System which comes standard with 20 keypads, receiver, software and 1 year support and training.

AV System Upgrades Proposed Total: \$ 54,855.20

Owner Requirements

- Provide access to the facility during normal business hours.
- Provide all networking infrastructure and configuration information as required.
- Provide all electrical power and connections, conduit, junction boxes as required.

Houston ● Corpus ● DFW
1840 Hutton Dr. Ste 145 ● Carrollton, TX 75006
(972)664-0550

Project Notes, Assumptions and Exclusions

- The communications industry is currently experiencing volatile price increases and unusually long lead times on cabling, metal accessories and electronic devices. Due to the rapidly changing conditions of the industry, NCS is only able to guarantee our pricing for fourteen (14) days. Additionally, although we will make our best effort to meet all requested time commitments, we are currently subject to supply chain delays which may impact the project schedule.
- A 3.8% processing fee will be added to the price quoted if payment is made via a credit card or purchasing card.
- NCS shall perform the work described within by the use of non-union employees. If union employment is required, it must be agreed upon and specifically documented by the owner and NCS.
- The project schedule as agreed upon by the owner and NCS prior to purchase shall remain in place throughout the project. Changes to the project schedule resulting from delay by other trades, request by the owner, or in order to meet construction milestones may result in the issuance of a change order to address lost time or overtime incurred by NCS.
- Changes to the scope of work contained within may result in the issuance of a change order to address an increase or decrease in required materials or labor.
- Unless specifically requested and priced in the proposal, all work described herein will be performed during the normal business hours of 8 AM – 5 PM, Monday through Friday.
- On-site parking shall be provided when available. Parking permits where applicable shall be provided free of charge to NCS.
- All necessary building access shall be provided including but not limited to access through doors, elevators, stairwells, etc.
- All security badges, keys or personnel escorts shall be provided as required by the owner.
- The project site shall be ready for NCS to proceed with the work specified within this document upon our scheduled arrival to the site. This includes the site being clean and dust free, free from obstructions, free of other trades, and free of any scheduled events.
- All required infrastructure provided by the owner or other trades shall be complete prior to NCS commencing work on the project unless specifically authorized by NCS. This shall include all electrical power, conduits and junction boxes, and all data lines not being provided by NCS (including POTS, ISDN, and LAN).
- All owner or contractor supplied information regarding site conditions is accurate in detail. Information may include CAD drawings, blueprints, building plans and layouts, or other data types transmitted electronically or through print.
- All owner furnished equipment shall be provided at the start of the project unless otherwise agreed upon. All equipment must be presented in good, working order. No owner furnished equipment shall be covered under any warranty provided by NCS unless specifically requested and agreed upon by the owner and NCS.
- All necessary ceiling trim work, woodworking, millwork, drywall repair and painting shall be provided by the owner or owner furnished contractor. NCS shall not provide these services unless specifically agreed upon in advance and specifically documented.

- All equipment in the project shall become property of the owner once it is physically installed on the site. NCS shall not be liable for any damage or loss of the equipment once it is physically installed unless agreed upon in advance and specifically documented.
- This scope of work and project proposal contains specific proprietary information and intellectual property. It may not be distributed to other parties outside of appropriate owner representatives without prior written authorization by NCS. This paragraph is enforceable except to the extent disclosure is required pursuant to the Texas Public Information Act or other law.

The information contained in this scope of work is accurate and to the best of my knowledge represents my understanding of the work to be performed by NCS. I have read the Owner Requirements and agree to provide these items. Further, I agree to the assumptions and exclusions specified by NCS.

Owner Representative:

NCS Representative:

Signature

Joe Colley

Signature

Printed Name and Title

Joe Colley, Design Engineer

Printed Name and Title

Date

08/30/2021

Date