### EXHIBIT Z

#### CALCULATION OF TERMINATION COMPENSATION

The compensation payable by PGCPS to Developer upon termination of the Agreement following the Effective Date and prior to the Expiration Date is set forth in this Exhibit Z (Calculation of Termination Compensation). Prior to the Effective Date, Developer shall be entitled to compensation upon the termination of the Agreement only to the extent provided in Section 6.4 (Effect of Termination Prior to the Effective Date) of the Agreement. PGCPS, in its sole and absolute discretion, shall pay Termination Compensation to Developer either as a lump sum payment or as Recurring Termination Payments as further described in this Exhibit Z (Calculation of Termination Compensation).

## 1. DEFINITIONS AND SECTION REFERENCES

**1.1 Definitions.** In addition to the definitions set out in the Agreement, for the purposes of this <u>Exhibit Z</u> (Calculation of Termination Compensation), the following terms have the following meanings:

"**Committed Investment**" means the amount of Equity Contributions invested in the Project, together with the principal amount of the Junior Debt.

"Contingent Funding Liabilities" means direct or indirect liabilities or contingent liabilities, if any, of the Unit Holders in respect of financial obligations owed to Developer, to the general partner of Developer, to any party under the Junior Debt or the Senior Lenders under the Senior Financing Agreements, such as, for example, the amount a Unit Holder has agreed to contribute to Developer, promissory notes, obligations to fund reserve accounts, guarantees, letters of credit in respect of deferred equity, subordinated debt, or equity bridge loans.

"**Cost to Complete**" means in respect of any termination of the Agreement that occurs on or prior to the Project Readiness Date, all Losses that PGCPS determines PGCPS is reasonably likely to incur as a direct result of the termination of the Agreement, including (without doublecounting):

(a) those external, out-of-pocket costs that PGCPS reasonably projects that PGCPS will incur in carrying out any process to request proposals from any parties interested in entering into a contract with PGCPS to achieve Project Readiness, including all costs related to the preparation of bidding documentation, evaluation of proposals, and negotiation and execution of relevant contracts; *plus* 

(b) those costs (internal and external) reasonably projected to be incurred by PGCPS in relation to:

- (i) remediation of any defective Design-Build Work; *plus*
- (ii) rectification or cure of any breach of the Agreement by Developer; *plus*

(c) costs that PGCPS reasonably projects that PGCPS will incur in achieving Project Readiness; *plus* 

(d) any other Losses that PGCPS would, but for the termination of the Agreement, not have incurred prior to the achievement of Project Readiness, which may include costs associated with the use of temporary facilities (swing space), busing, the termination, and changes in the scope of the Design-Build Work that are approved or have been authorized to proceed in accordance with the Agreement; *minus* 

(e) any Insurance Proceeds available to PGCPS for the purpose of achieving Project Readiness.

"Design-Build Work Value" means an amount equal to the Design-Build Agreement Price, as such price may have been amended through a Change Order, <u>minus</u> the Cost to Complete.

"Developer Continuation Costs" means projected fees, costs, and expenses in respect of (i) the maintenance of the existence of Developer as a limited liability company in good standing in the State of Delaware and as a foreign limited liability company in good standing in the State of Maryland, and (ii) the ongoing administration of the Financing Documents as contemplated therein, including any filing fees related to the security, any fees, costs, and expenses payable to Developer's auditor for the preparation of financial statements, any fees, costs, and expenses payable to the Collateral Agent, the account bank, and the paying agent during the period beginning on the Termination Date and ending on the final period of the Recurring Termination Payment Schedule.

"**Employee Information**" means written details related to employees employed by Developer or any of the Project Contractors or Subcontractors whose work (or any part of it) is work undertaken for the purposes of the Project, including:

- (a) the staffing plan and total number of such employees;
- (b) the employment costs for such employees;

(c) the amount or severance payable to such employees used in the calculation of any Employee Payment and all relevant information used in determining such amounts; and

(d) any other information that PGCPS may reasonably require in relation to the calculation of Employee Payments.

"**Employee Payment**" means any liability that has been reasonably incurred by Developer arising as a result of termination of the Agreement under collective bargaining agreements, employment agreements, or under any other agreements with employees of Developer, including severance (whether accrued or not), vacation pay and sick pay accrued, but excluding any Distribution.

"**Non-Financial Termination Costs**" means the amount payable by PGCPS to Developer for Developer's non-financial costs resulting from the termination of the Agreement prior to the

Expiration Date, as calculated in <u>Section 2.4</u> (Non-Financial Termination Costs Calculation), and <u>Section 3.4</u> (Non-Financial Termination Costs Calculation).

"Outstanding Committed Investment" means (i) the amount, if any, by which the Junior Debt exceeds the amount of all Distributions made in respect of Junior Debt, <u>plus</u> (ii) the amount, if any, by which the amount of Equity Contributions exceeds the amount of Distributions made by Developer to its Unit Holders in respect of equity capital.

"**Project Contractor Breakage Costs**" means the amount payable by Developer to a Project Contractor under the terms of a Project Contract as a direct result of the termination of the Agreement, but reduced (without duplication) to the extent that:

(a) Developer, a Project Contractor, or any Subcontractor fails to take all reasonable steps to mitigate such amount;

(b) such amount relates to any agreements or arrangements entered into by Developer, a Project Contractor, or a Subcontractor other than in the ordinary course of business and on commercial arm's length terms;

(c) such amount is a Distribution; and

(d) such amount includes any loss of overhead or profit of the Services Provider or its Subcontractors relating to any period or costs after the Termination Date (except to the extent they are properly included in any reasonable commercial breakage fee set forth in the applicable Project Contract or Subcontract).

"**Recurring Termination Payment**" means any payment of Termination Compensation calculated in accordance with this <u>Exhibit Z</u> (Calculation of Termination Compensation) that, in PGCPS' sole and absolute discretion, shall be made over time rather than as a single lump sum payment after determination of the Termination Date.

"**Recurring Termination Payment Distributions**" means the sum of: (i) the Distributions described in clauses (a) and (b) of the definition thereof, <u>*plus*</u> (ii) payments in respect of fees, principal, and interest on Junior Debt (but excluding breakage costs).

"**Recurring Termination Payment Schedule**" has the meaning set forth in <u>Section 6</u> (Recurring Termination Payments).

**"Termination Compensation Due Date**" means one hundred and fifty (150) days after Developer's satisfaction of its obligations under Section 19.13 (Consequences of Termination or Reversion) of the Agreement, unless PGCPS elects to make Recurring Termination Payments.

**"Termination Compensation Lump Sum Payoff Date**" means up to thirty (30) days after PGCPS gives notice to Developer of its election, after previously electing to make Recurring Termination Payments, to pay any remaining Termination Compensation owed to Developer in a lump sum payment pursuant to <u>Section 2.5</u> (PGCPS Option for Termination Compensation Lump Sum Payoff), <u>Section 3.5</u> (PGCPS Option for Termination Compensation Lump Sum Payoff), or <u>Section 4.6</u> (PGCPS Option for Termination Compensation Lump Sum Payoff). "**Termination Deductions Amount**" means any accrued monthly Deductions that, as of the Termination Date, have not been taken into account in the calculation of any payment actually made to Developer by PGCPS prior to the Termination Date.

**1.2** Section References in this Exhibit. All Section references in this Exhibit Z (Calculation of Termination Compensation) are to Sections of this Exhibit Z (Calculation of Termination Compensation), except Section references explicitly made to Sections, Articles, or Exhibits of the Agreement.

# 2. TERMINATION BY PGCPS FOR CONVENIENCE, BY DEVELOPER FOR PGCPS DEFAULT, OR BY COURT RULING

**2.1** Lump Sum Termination Compensation Calculation. If PGCPS elects to pay the Termination Compensation as a lump sum and (i) PGCPS terminates the Agreement as a Termination for Convenience pursuant to Section 19.8 (Termination for Convenience by PGCPS) of the Agreement, (ii) Developer terminates the Agreement due to a PGCPS Default pursuant to Section 19.7 (Developer Remedies Upon PGCPS Default) of the Agreement, or (iii) the Agreement terminates due to a Termination by Court Ruling pursuant to Section 19.11 (Termination by Court Ruling) of the Agreement, PGCPS will pay to Developer, on the Termination Compensation Due Date, Termination Compensation equal to the aggregate, without duplication, of:

(a) the Senior Debt as of the Termination Date with per diem interest on amounts falling within subsection (a) of the definition of Senior Debt calculated at the non-default interest rate provided for such amounts in the Senior Financing Agreements for the period from (but excluding) the Termination Date until and including the Termination Due Date;

(b) Employee Payments and Project Contractor Breakage Costs;

(c) any accrued but unpaid amounts owing and payable by PGCPS to Developer under the Agreement;

(d) any Insurance Receivables, if and to the extent Developer has assigned them to PGCPS;

(e) an amount which when taken together with Distributions made on or before the Termination Date, including Distributions paid on or in respect of Units and fees, principal, interest, and breakage costs paid or repaid on Junior Debt taking account of the actual timing of all such Distributions, gives a nominal internal rate of return on the Committed Investment equal to the Base Case Equity IRR; and

(f) the greater of: (i) \$0; or (ii) the Handback Retainage Account balance <u>minus</u> an amount equal to the cost of the remaining Handback Work;

Less, to the extent it is a positive amount, the aggregate amount of (without double counting):

(g) Insurance Receivables payable to Developer on or after the Termination Date;

(h) the aggregate of all credit balances on any bank accounts held by or on behalf of Developer on the Termination Date that are secured in favor of the Senior Lenders (which, for greater certainty, shall not include the Handback Retainage Account);

(i) the value of any amounts due and payable from third parties (but only when received from third parties), but excluding any claims under a Project Contract or claims against other third parties which have not been determined or have been determined but not yet paid, provided that in such case Developer will assign any such rights and claims under the Project Contracts or claims against other third parties to PGCPS and give PGCPS reasonable assistance in prosecuting such claims;

(j) to the extent not taken into account in calculating the amount under (e) above, the amount of any Contingent Funding Liabilities that are triggered as a result of or in relation to a termination of the Agreement;

(k) the market value of any other assets and rights of Developer (other than those transferred to PGCPS pursuant to the Agreement), less liabilities of Developer properly incurred in carrying out its obligations under the Agreement as of the Termination Compensation Due Date to the extent realized before the Termination Compensation Due Date, provided that no account will be taken of any liabilities and obligations of Developer arising out of:

(i) agreements or arrangements entered into by Developer to the extent that such agreements or arrangements were not entered into in connection with Developer's obligations in relation to the Project; or

(ii) agreements or arrangements entered into by Developer to the extent that such agreements or arrangements were not entered into in the ordinary course of business and on commercial arm's length terms;

(l) any amounts, including hedging Termination Compensations and other breakage costs, payable by the Senior Lenders to Developer as a result of a prepayment under the Senior Financing Agreements;

(m) to the extent not taken into account in calculating the amount under (h) above, any amounts received by the Senior Lenders (or on their behalf) on or after the Termination Date and before the Termination Compensation Due Date as a result of enforcing any other rights or security the Senior Lenders may have under the Senior Financing Agreements in respect of Senior Debt (net of the reasonable and proper costs incurred in such enforcement);

(n) any portion of a Lump Sum Services Payment paid to Developer that Developer did not expend prior to the Termination Date to perform life-cycle services at a Delayed School Due to a Relief Event; and

(o) any other amounts that PGCPS is entitled to set-off or deduct under the Agreement.

To the extent that the assets and rights referred to in item (j) of this Section are not realized and applied pursuant to that Section, Developer will on payment of the amount due under this assign such assets and rights to PGCPS.

**2.2** Notice to PGCPS. As soon as practicable, but no later than one hundred and twenty (120) days, after (i) PGCPS terminates the Agreement as a Termination for Convenience pursuant to Section 19.8 (Termination for Convenience by PGCPS) of the Agreement, (ii) Developer terminates the Agreement due to a PGCPS Default pursuant to Section 19.7 (Developer Remedies Upon PGCPS Default) of the Agreement, or (iii) the Agreement terminates due to a Termination by Court Ruling pursuant to Section 19.11 (Termination by Court Ruling) of the Agreement, Developer will, acting reasonably, notify PGCPS of the Termination Compensation as of an estimated Termination Compensation Due Date and include in such notice the information required by Section 19.14.1 (Termination Compensation Claim) of the Agreement, details and calculations of each component thereof, including a revised and up-to-date Financial Model and certificates from the Senior Lenders as to the amounts owed to them. Developer will provide to PGCPS all such documents and information as may be reasonably required by PGCPS to confirm the amount of the Termination Compensation, including Employee Information.

**2.3 Recurring Termination Payments Calculation.** If PGCPS elects to pay the Termination Compensation as Recurring Termination Payments and (i) PGCPS terminates the Agreement as a Termination for Convenience pursuant to Section 19.8 (Termination for Convenience by PGCPS) of the Agreement, (ii) Developer terminates the Agreement due to a PGCPS Default pursuant to Section 19.7 (Developer Remedies Upon PGCPS Default) of the Agreement, or (iii) the Agreement terminates due to a Termination by Court Ruling pursuant to Section 19.11 (Termination by Court Ruling) of the Agreement, PGCPS will pay to Developer, in accordance with the Recurring Termination Payment Schedule, an amount in each year that includes the following elements, together with any amounts owed pursuant to <u>Section 2.4</u> (Non-Financial Termination Costs Calculation) below:

(a) the amount of Senior Debt (excluding Senior Debt Breakage Amounts) repayment that would be payable for the applicable year based on the outstanding amount of Senior Debt, calculated assuming the same financing terms, payment dates, and profile in the Senior Financing Agreements and the Financial Model; *plus* 

(b) the amount of Recurring Termination Payment Distributions that are anticipated in the Financial Model to be paid on the Committed Investment in the applicable year between the Termination Date and final period of the Recurring Termination Payment Schedule. However, such payments shall not result in any Unit Holder receiving a return on Committed Investment exceeding the Base Case Equity IRR; <u>plus</u>

(c) Developer Continuation Costs in respect of the applicable year.

**2.4 Non-Financial Termination Costs Calculation.** In addition, if PGCPS has elected to pay Termination Compensation as Recurring Termination Payments, a calculation of the Non-Financial Termination Costs will be made as of the Termination Date, and PGCPS will elect, in its sole and absolute discretion, to pay any positive amount as either a lump sum payment

or as installments over time as described below in <u>Section 6</u> (a negative amount would be payable by the Developer as an offset against the first Recurring Termination Payment):

(a) the sum of the items described in Sections 2.1(b), 2.1(c), 2.1(d), and 2.1(f) above; <u>minus</u>

(b) the sum of the items described in Sections 2.1(g), 2.1(h), 2.1(i), 2.1(k), 2.1(n), and 2.1(o) above.

**2.5 PGCPS Option for Termination Compensation Lump Sum Payoff.** PGCPS may, at any time after commencing Recurring Termination Payments, in its sole and absolute discretion, choose to pay any remaining Termination Compensation owed to Developer in a lump sum payment upon notice given to Developer no less than thirty (30) days' prior to the Termination Compensation Lump Sum Payoff Date. PGCPS will pay to Developer Termination Compensation as follows:

(a) the Senior Debt as of the notice date with per diem interest on amounts falling within subsection (a) of the definition of Senior Debt calculated at the non-default interest rate provided for such amounts in the Senior Financing Agreements for the period from (but excluding) the notice date until and including the Termination Compensation Lump Sum Payoff Date; *plus* 

(b) the amounts calculated and anticipated to be paid pursuant to <u>Section 2.3(b)</u> between the payment date identified in the notice provided to Developer from PGCPS and the last anticipated payment as shown on the Recurring Termination Payment Schedule, each amount discounted back at the Base Case Equity IRR, with the discounting in each case to be from the date on which it is shown to be payable in the Financial Model to the Termination Compensation Lump Sum Payoff Date. However, such payment shall not result in any Unit Holder receiving a return on Committed Investment exceeding the Base Case Equity IRR; *plus* 

(c) any outstanding amount of Non-Financial Termination Costs.

# 3. TERMINATION DUE TO UNINSURABLE RISK

**3.1 Lump Sum Termination Compensation Calculation.** If PGCPS elects to pay the Termination Compensation as a lump sum and if PGCPS terminates the Agreement due to an Uninsurable Risk pursuant to Section 19.10 (Termination Due to Uninsurable Risk) of the Agreement, PGCPS will pay to Developer, on the Termination Compensation Due Date, Termination Compensation equal to the aggregate of:

(a) the Senior Debt as of the Termination Date with per diem interest on amounts falling within subsection (a) of the definition of Senior Debt calculated at the non-default interest rate provided for such amounts in the Senior Financing Agreements for the period from (but excluding) the Termination Date until (and including) the Termination Due Date;

(b) any accrued but unpaid amounts owing and payable by PGCPS to Developer under the Agreement;

(c) the amount, if any, by which the Junior Debt exceeds the amount of all Distributions made in respect of Junior Debt;

(d) the amount, if any, by which the amount of capital contributed to Developer by the Unit Holders exceeds the amount of Distributions made by Developer to its Unit Holders;

(e) Employee Payments and Project Contractor Breakage Costs; and

(f) the greater of: (i) \$0; or (ii) the Handback Retainage Account balance <u>minus</u> an amount equal to the cost of the remaining Handback Work;

Less:

(g) Insurance Receivables payable to Developer on or after the Termination Date;

(h) the aggregate of all credit balances on any bank accounts held by or on behalf of Developer on the Termination Date that are secured in favor of the Senior Lenders (which, for greater certainty, shall not include the Handback Retainage Account);

(i) the amount of any Distributions made other than those referred to in items (c) and (d) of this Section;

(j) any portion of a Lump Sum Services Payment paid to Developer that Developer did not expend prior to the Termination Date to perform life-cycle services at a Delayed School Due to a Relief Event; and

(k) any other amounts that PGCPS is entitled to set-off or deduct under the Agreement.

**3.2** Notice to PGCPS. As soon as practicable, but not later than one hundred and twenty (120) days after termination of the Agreement as contemplated by this <u>Section 3</u> (Termination Due to Uninsurable Risk), Developer will, acting reasonably, notify PGCPS of the Termination Compensation as of an estimated Termination Compensation Due Date and include in such notice the information required by Section 19.14.1 (Termination Compensation Claim) of the Agreement, the details and calculations of each component thereof, include certificates from the Senior Lenders as to the amounts owed to them, and provide to PGCPS all such documents and information reasonably required by PGCPS to confirm the amount of the Termination Compensation, including Employee Information.

**3.3 Recurring Termination Payments Calculation.** If PGCPS elects to pay the Termination Compensation as Recurring Termination Payments and PGCPS terminates this Agreement due to an Uninsurable Risk pursuant to Section 19.10 (Termination Due to Uninsurable Risk) of the Agreement, PGCPS will pay to Developer, in accordance with the Recurring Termination Payment Schedule, an amount in each year that includes the following elements, together with any amounts owed pursuant to <u>Section 3.4</u> (Non-Financial Termination Costs Calculation) below:

(a) the amount of Senior Debt (excluding Senior Debt Breakage Amounts) repayment that would be payable for the applicable year based on the outstanding amount of Senior Debt,

calculated assuming the same financing terms, payment dates, and profile in the Senior Financing Agreements and the Financial Model; *plus* 

(b) the amount of Recurring Termination Payment Distributions that are anticipated in the Financial Model to be paid on the Committed Investment in the applicable year; however, this payment will only be made up to the point that total Recurring Termination Payment Distributions, when added to any amounts actually received by the Unit Holders from Developer prior to the commencement of the Recurring Termination Payments as Distributions described in clauses (i) and (ii) of the definition thereof along with payments in respect of fees, principal, interest (but excluding breakage costs) on Junior Debt, equal the amount of the Committed Investment. Thereafter, there will be no further payments pursuant to this subsection (b). For clarity, the final payment pursuant to this subsection (b) may be a portion of the Distribution amount as shown in the Financial Model for that applicable period; *plus* 

(c) Developer Continuation Costs in respect of the applicable year.

In addition, the balance of Outstanding Committed Investment as of the Termination Date shall bear interest from the later of the Termination Date or the date that is five (5) days after PGCPS receives the statements and documentation set forth in <u>Section 6</u> (Recurring Termination Payments), until the Outstanding Committed Investment amount is paid in full by means of payments as described in this Section, at an annual rate equal to the Base Case Equity IRR. Such interest shall be included in the Recurring Termination Payment Schedule.

**3.4** Non-Financial Termination Costs Calculation. In addition, if PGCPS has elected to pay Termination Compensation as Recurring Termination Payments, a calculation of the Non-Financial Termination Costs will be made as of the Termination Date, and PGCPS will elect, in its sole and absolute discretion, to pay any positive amount as either a lump sum payment or as installments over time as described below in <u>Section 6</u> (Recurring Termination Payment) (a negative amount would be payable by Developer as an offset against the first Recurring Termination Payment):

- (a) The sum of the items described in Sections 3.1(b), 3.1(e), and 3.1(f) above; *minus*
- (b) The sum of the items described in Sections 3.1(g), 3.1(h), 3.1(j), and 3.1(k) above.

**3.5 PGCPS Option for Termination Compensation Lump Sum Payoff.** PGCPS may, at any time after commencing Recurring Termination Payments, in its sole and absolute discretion, choose to pay any remaining Termination Compensation owed to Developer in a lump sum payment upon notice given to Developer no less than thirty (30) days' prior to the Termination Compensation Lump Sum Payoff Date. PGCPS will pay to Developer Termination Compensation as follows:

(a) the Senior Debt as of the notice date with per diem interest on amounts falling within subsection (a) of the definition of Senior Debt calculated at the non-default interest rate provided for such amounts in the Senior Financing Agreements for the period from (but excluding) the notice date until and including the Termination Compensation Lump Sum Payoff Date; *plus* 

(b) the amount, if any, of Outstanding Committed Investment as of the payment date identified in the notice provided to Developer from PGCPS; *plus* 

(c) any outstanding amount of Non-Financial Termination Costs.

# 4. TERMINATION DUE TO DEVELOPER DEFAULT

**4.1 Lump Sum Termination Compensation Calculation Prior to the Project Readiness Date.** If PGCPS terminates the Agreement prior to the Project Readiness Date due to a Developer Default pursuant to Section 19.4 (Remedies by PGCPS Upon Developer Default) of the Agreement, PGCPS will pay to Developer, on the Termination Compensation Due Date, Termination Compensation equal to:

- (a) The greater of:
  - (i) the Design-Build Work Value; or
  - (ii) eighty percent (80%) of the Senior Debt.

Less:

(b) Insurance Receivables payable to Developer on or after the Termination Date;

(c) the aggregate of all credit balances on any bank accounts held by or on behalf of Developer on the Termination Date that are secured in favor of the Senior Lenders (which, for greater certainty, shall not include the Handback Retainage Account);

(d) eighty percent (80%) of the Senior Debt Breakage Amounts payable or credited to Developer that arise as a result of the early termination of the Agreement on the Termination Date; and

(e) any other amounts due and owing to PGCPS pursuant to the Agreement.

**4.2 Lump Sum Termination Compensation Calculation After the Project Readiness Date.** If PGCPS terminates the Agreement after the Project Readiness Date due to a Developer Default pursuant to Section 19.4 (Remedies by PGCPS Upon Developer Default) of the Agreement, PGCPS will pay to Developer, on the Termination Compensation Due Date, Termination Compensation equal to:

(a) eighty percent (80%) of the Senior Debt, less

(b) any Termination Deductions Amount, any other amounts due and owing to PGCPS pursuant to the Agreement, and any portion of a Lump Sum Services Payment paid to Developer that Developer did not expend prior to the Termination Date to perform life-cycle services at a Delayed School Due to a Relief Event.

**4.3** Notice to PGCPS. As soon as practicable, but not later than one hundred and twenty (120) days after termination of the Agreement as contemplated by this <u>Section 4</u>

(Termination Due to Developer Default), Developer will, acting reasonably, notify PGCPS of the Termination Compensation as of an estimated Termination Compensation Due Date and include in such notice the information required by Section 19.14.1 (Termination Compensation Claim) of the Agreement, the details and calculations of each component thereof, include certificates from the Senior Lenders as to the amounts owed to them, and provide to PGCPS all such documents and information reasonably required by PGCPS to confirm the amount of the Termination Compensation, including Employee Information.

**4.4 Recurring Termination Payments Calculation Prior to the Project Readiness Date.** If PGCPS elects to pay the Termination Compensation as Recurring Termination Payments and PGCPS terminates the Agreement prior to the Project Readiness Date due to a Developer Default pursuant to Section 19.4 (Remedies by PGCPS Upon Developer Default) of the Agreement, PGCPS will pay to Developer, in accordance with the Recurring Termination Payment Schedule, an amount in each year that includes the following elements:

(a) The greater of:

(i) (X), which shall be calculated as the Design-Build Work Value <u>plus</u> Developer Continuation Costs, <u>minus</u>:

A. Insurance Receivables payable to Developer on or after the Termination Date;

B. the aggregate of all credit balances on any bank accounts held by or on behalf of Developer on the Termination Date that are secured in favor of the Senior Lenders (which, for greater certainty, shall not include the Handback Retainage Account);

C. eighty percent (80%) of the Senior Debt Breakage Amounts payable or credited to Developer that arise as a result of the early termination of the Agreement on the Termination Date; and

D. any other amounts due and owing to PGCPS pursuant to the Agreement; or

(ii) (Y), which shall be calculated as eighty percent (80%) of the Senior Debt (excluding Senior Debt Breakage Amounts) *plus* Developer Continuation Costs, *minus*:

A. Insurance Receivables payable to Developer on or after the Termination Date;

B. the aggregate of all credit balances on any bank accounts held by or on behalf of Developer on the Termination Date that are secured in favor of the Senior Lenders (which, for greater certainty, shall not include the Handback Retainage Account);

C. eighty percent (80%) of the Senior Debt Breakage Amounts payable or credited to Developer that arise as a result of the early termination of the Agreement on the Termination Date; and

any other amounts due and owing to PGCPS pursuant to the

Agreement.

D.

If (X) is the greater amount, the Recurring Termination Payment Schedule will be determined according to either subsection 4.4(b) or 4.4(c) below. If (Y) is the greater amount, the Recurring Termination Payment Schedule will be determined according to subsection 4.4(d) below.

(b) If (X) is greater than the amount of Senior Debt outstanding (excluding Senior Debt Breakage Amounts), then the annual payment will equal (i) the repayment of the outstanding amount of Senior Debt (excluding Senior Debt Breakage Amounts) that would be payable for the applicable year, calculated assuming the same financing terms, payment dates, and profile in the Funding Agreements and the Financial Model, <u>plus</u> (ii) the amount of the Recurring Termination Payment Distributions anticipated in the Financial Model to be paid on Committed Investment for the applicable year, <u>plus</u> (iii) Developer Continuation Costs in respect of the applicable year, until the amounts paid under subsection 4.4(b)(ii) equals the amount calculated as: ((X) less the Senior Debt outstanding (excluding Senior Debt Breakage Amounts)). For clarity, the final payment in respect of Distributions under subsection 4.4(b)(ii) may be a portion of the Distribution amount as shown in the Financial Model for that applicable period.

In addition, with respect to payments in subsection 4.4(b)(ii) above, the balance of the unpaid amount of Recurring Termination Payment Distributions owed in respect of the total calculated amount as of the Termination Date ((X) less the Senior Debt outstanding (excluding Senior Debt Breakage Amounts)) shall bear interest from the later of the Termination Date or the date that is five (5) days after PGCPS receives the statements and documentation set forth in <u>Section 6</u> (Recurring Termination Payments), until paid in full at an annual rate equal to the Base Case Equity IRR. Such interest shall be included in the Recurring Termination Payment Schedule.

Notwithstanding the calculation set forth in subsection 4.4(b)(ii) above, including the interest payable thereon, the total annual amount payable shall not be greater in any year than the Availability Payment for that year, calculated in accordance with <u>Exhibit X-1</u> (Payment Calculations) of the Agreement, and therefore the amounts in subsection 4.4(b)(ii) shall be sized accordingly as necessary as part of the Recurring Termination Payment Schedule.

(c) If (X) is less than or equal to the amount of Senior Debt outstanding (excluding Senior Debt Breakage Amounts), then the annual payment will equal the amount that would be payable for the applicable year based on (X) amount of Senior Debt, calculated assuming the same financing terms, payment dates, and profile in the Funding Agreements and the Financial Model.

(d) The amount of Senior Debt repayment that would be payable for the applicable year based on (Y) amount of Senior Debt, calculated assuming the same financing terms, payment dates, and profile in the Funding Agreements and the Financial Model.

**4.5 Recurring Termination Payments Calculation After the Project Readiness Date.** If PGCPS elects to pay the Termination Compensation as Recurring Termination Payments and PGCPS terminates the Agreement on or after the Project Readiness Date due to a Developer Default pursuant to Section 19.4 (Remedies by PGCPS Upon Developer Default) of the Agreement, PGCPS will pay to Developer, in accordance with the Recurring Termination Payment Schedule, an amount in each year that includes the following elements:

(a) An amount (Y), calculated as eighty percent (80%) of the Senior Debt (excluding Senior Debt Breakage Amounts); *plus* Developer Continuation Costs; *minus* any Termination Deductions Amount and any other amounts due and owing to PGCPS pursuant to the Agreement; and *minus* any portion of a Lump Sum Services Payment paid to Developer that Developer did not expend prior to the Termination Date to perform life-cycle services at a Delayed School Due to a Relief Event.

The Recurring Termination Payment Schedule will be determined as follows:

(b) The annual payment will equal the amount of Senior Debt repayment that would be payable for the applicable year based on (Y) amount of Senior Debt, calculated assuming the same financing terms, payment dates, and profile in the Funding Agreements and the Financial Model.

**4.6 PGCPS Option for Termination Compensation Lump Sum Payoff.** PGCPS may, at any time after commencing Recurring Termination Payments, in its sole and absolute discretion, choose to pay any remaining Termination Compensation owed to Developer in a lump sum payment upon notice given to Developer no less than thirty (30) days' prior to the Termination Compensation Lump Sum Payoff Date. PGCPS will pay to Developer Termination Compensation in the amount of the unpaid balance of the Termination Compensation owed under <u>Section 4.4</u> (Recurring Termination Payments Calculation Before the Project Readiness Date) or <u>Section 4.5</u> (Recurring Termination Payments Calculation After the Project Readiness Date), as applicable, *plus* Senior Debt Breakage Amounts resulting from the lump sum payment to be made in accordance with this <u>Section 4.6</u> (PGCPS Option for Termination Compensation Lump Sum Payoff), as of the payment date identified in the notice provided to Developer from PGCPS.

# 5. ADJUSTMENTS AND DISPUTES

**5.1 Tax Gross Up of Termination Compensation.** If any Termination Amount payable by PGCPS to Developer pursuant to this <u>Exhibit Z</u> (Calculation of Termination Compensation) is subject to any Tax under Applicable Law, then PGCPS shall pay Developer such additional amount as PGCPS reasonably determines will put Developer in the same after-tax position as it would have been in had the payment not been subject to such Tax, taking into account any relief, allowances, deductions, or credits in respect of any such Tax (whether by choice or not) which may be available to Developer to reduce such Tax to which the payment is subject.

**5.2 Time Related Adjustments.** It is understood that the calculations of the Termination Compensation pursuant to <u>Section 2</u> (Termination by PGCPS for Convenience, By Developer for PGCPS Default, or By Court Ruling), <u>Section 3</u> (Termination Due to Uninsurable Risk), and <u>Section 4</u> (Termination for Developer Default) of this <u>Exhibit Z</u> (Calculation of Termination Compensation) are as of an estimated Termination Compensation Due Date, and that such estimated date may not be the actual Termination Compensation Due Date for reasons including the existence of a Dispute. The Parties will act reasonably in adjusting the amount of each such Termination Compensation to reflect the actual Termination Compensation Due Date.

**5.3** Certification of Senior Debt. PGCPS will be entitled to rely on one or more certificates of officers of the Senior Lenders or their agent as conclusive evidence of the amount of the Senior Debt. The receipt of this amount by Developer, the Senior Lenders, or their agent will discharge PGCPS' obligation to pay any portion of compensation due to Developer that is attributable to the Senior Debt.

**5.4** Full Settlement. Any and all amounts paid by PGCPS to Developer or Developer to PGCPS under this <u>Exhibit Z</u> (Calculation of Termination Compensation) or any agreement or determination that PGCPS has no obligations to make any payment to Developer under this <u>Exhibit Z</u> (Calculation of Termination Compensation) will be in full and final settlement of each Party's rights and claims against each other for termination of the Agreement and any Project Contract, whether under contract, tort, restitution, or otherwise, but without prejudice to:

(a) any antecedent liability of either Party to the other that arose prior to the date of termination of the Agreement (but not from the termination itself) to the extent such liability has not already been taken into account in determining the Termination Compensation; and

(b) any liability of either Party to the other that may arise after the date of termination of the Agreement (but not from the termination itself), including, liabilities arising under the provisions of the Agreement which are intended by Section 19.21 (Survival) of the Agreement to survive termination, to the extent any such liability has not already been taken into account in determining the Termination Compensation.

Developer agrees that the applicable Termination Compensation provided for in this <u>Exhibit Z</u> (Calculation of Termination Compensation) shall fully and adequately compensate Developer for all costs, foregone potential profits, and any charges of any kind whatsoever (whether foreseen or unforeseen), including initial transition and mobilization costs and demobilization, employee transition, and other similar wind-down costs, attributable to the termination of Developer's right to perform the Agreement.

**5.5 Disputes.** If PGCPS does not agree with Developer's determination of the Termination Compensation under <u>Section 2</u> (Termination by PGCPS for Convenience, By Developer for PGCPS Default, or By Court Ruling), <u>Section 3</u> (Termination Due to Uninsurable Risk), or <u>Section 4</u> (Termination for Developer Default), PGCPS may, within twenty (20) days of the notice referred to in <u>Section 2.2</u> (Notice to PGCPS), <u>Section 3.2</u> (Notice to PGCPS), or <u>Section 4.3</u> (Notice to PGCPS), as the case may be, refer the matter for resolution in accordance with Article 24 (Resolution of Disputes) of the Agreement. If either Party does not refer the matter for resolution in accordance with Article 24 (Resolution of Disputes) of the Agreement to have agreed to the amount of the applicable determination of the Termination Compensation as of the estimated Termination Compensation Due Date.

# 6. **RECURRING TERMINATION PAYMENTS**

**6.1 Recurring Termination Payment Notice.** If PGCPS elects to pay Termination Compensation as Recurring Termination Payments, PGCPS shall notify Developer of this election in a Notice delivered to Developer within twenty (20) days after Developer provides its required

notice in accordance with <u>Section 2.2</u> (Notice to PGCPS), <u>Section 3.2</u> (Notice to PGCPS), or <u>Section 4.3</u> (Notice to PGCPS).

6.2 Recurring Termination Payment Schedule. Within thirty (30) days of receiving PGCPS' notice electing to make Recurring Termination Payments, Developer will develop and submit to PGCPS a schedule (the "Recurring Termination Payment Schedule") for approval by PGCPS, along with documentation reasonably required by PGCPS to support the amounts in the schedule and a certification that such amounts are true and correct. The Recurring Termination Payment Schedule shall set forth annual payment amounts and payment dates for each year starting in the year in which the Termination Event occurs (using a pro-rata amount for the first year of Recurring Termination Payments, taking into account the portion of Availability Payments used to repay Senior Debt and Distributions that have already been made in that year, if applicable) and ending the year in which the Expiration Date would have occurred had the Termination not occurred. Unless otherwise agreed by PGCPS in its sole discretion, the Recurring Termination Payment Schedule shall not include annual payments that exceed the amount PGCPS would have paid for the Availability Payment during such year absent the early termination of the Agreement. Subsequent to delivery of the Recurring Termination Payment Schedule, PGCPS and Developer will review the Financial Model to confirm the amounts payable as set forth in the Recurring Termination Payment Schedule. PGCPS shall approve the Recurring Termination Payment Schedule within twenty (20) days of reviewing the Financial Model with Developer.

**6.3 Recurring Termination Payments Commencement.** The Recurring Termination Payments shall commence on the date that the next Availability Payment would have been due and shall continue to be paid on the dates that the following Availability Payments would have been due, in each case, had the Termination not occurred. For clarity, no Recurring Termination Payments shall be made prior to July 15, 2023. If the Recurring Termination Payment Schedule has not yet been approved by PGCPS at the time the first Recurring Termination Payment is due, a Recurring Termination Payment will be made in an amount equal to the total Capital Charges and Services Charges that would have been due had the Termination Payment Schedule has been approved by PGCPS. The next Recurring Termination Payment made after the Recurring Termination Payment Schedule has been approved by PGCPS will include a true-up to account for any overpayment that was made to Developer in the prior Recurring Termination Payments.

**6.4 Non-Financial Termination Costs.** If PGCPS elects to pay the Non-Financial Termination Costs as a lump sum payment, this payment will be included in the first Recurring Termination Payment to be made after the Recurring Termination Payment Schedule is approved. If PGCPS elects to pay the Non-Financial Termination Costs in installments, the amounts will be determined and sized as part of the Recurring Termination Payment Schedule approved by PGCPS, ensuring that the total payment to Developer in any given year is equal to the total Capital Charges and Services Charges that would have been due for that year had the Termination Event not occurred, as calculated in accordance with Exhibit X-1 (Payment Calculations) of the Agreement, until the Non-Financial Termination Costs are paid in full.

If paid as a lump sum payment, the Non-Financial Termination Costs shall bear interest from the later of the Termination Date or the date that is five (5) days after PGCPS receives (i) the

statements and documentation set forth in <u>Section 2.4</u> (Non-Financial Termination Costs Calculation) and <u>Section 3.4</u> (Non-Financial Termination Costs Calculation), and (ii) confirmation of the amounts payable as set forth in <u>Section 2.4</u> (Non-Financial Termination Costs Calculation) and <u>Section 3.4</u> (Non-Financial Termination Costs Calculation), until the date that the lump sum payment is made at the Overdue Rate.

If the Non-Financial Termination Costs are paid in installments, such outstanding amounts shall bear interest from the later of the Termination Date or the date that is five (5) days after PGCPS receives (i) the statements and documentation set forth in <u>Section 2.4</u> (Non-Financial Termination Costs Calculation) and <u>Section 3.4</u> (Non-Financial Termination Costs Calculation), and (ii) confirmation of the amounts payable as set forth in <u>Section 2.4</u> (Non-Financial Termination Costs Calculation) and <u>Section 3.4</u> (Non-Financial Termination Costs Calculation) above, until the Non-Financial Termination Costs are paid in full, at the Overdue Rate.

# EXHIBIT AA

# WAGE DETERMINATION

# **INFORMATIONAL WAGE RATES**

The wage rates listed below are published by the State of Maryland, Division of Labor and Industry, Prevailing Wage Unit.

The wage rates posted on this site are provided for informational purposes ONLY.

The wage and fringe rates may change between the time of issuance of the wage determinations and the award of the public works contract. Therefore, prior to the award of the public works contract, verification must be made with the public body, to insure that the rates contained in this determination are still prevailing.

These **Informational Prevailing Wage Rates** may not be substituted for the requirements of pre-advertisement for bids or onsite job posting for a public work contract that exceeds \$500,000 in value and either of the following criteria are met: (1) the contracting body is a unit of State government or an instrumentality of the State and there is any State funding for the project; or (2) the contracting body is a political subdivision, agency, person or entity (such as a county) and the State funds 50% or more of the project.

PRINCE GEORGES COUNTY BUILDIN		3Y		Print Date Jul 02, 2020
CLASSIFICATION	MODIFICATION REASON	BASIC HOURLY RATE	BORROWED FROM	FRINGE BENEFIT PAYMENT
BALANCING TECHNICIAN	AD	\$40.77		\$21.38
BRICKLAYER	AD	\$32.00		\$11.56
CARPENTER	AD	\$29.00	-1	\$12.87
CARPENTER - SHORING SCAFFOLD BUILDER	AD	\$29.00	$\sim$	\$12.87
CARPET LAYER	AD	\$29.22		\$13.40
CEMENT MASON	AD	\$25.00	031	\$0.00
COMMUNICATION INSTALLER TECHNICIAN	AD	\$28.05	031	\$10.91 a+b
DRYWALL - SPACKLING, TAPING, & FINISHING	AD	\$25.20	-	\$10.42
ELECTRICIAN	AD	\$46.25		\$18.74
ELEVATOR MECHANIC	AD	\$45.53		\$37.76
FIREPROOFER - BY HAND	AD	\$19.19		\$4.69
FIREPROOFER - SPRAYER	AD	\$25.68		\$1.67
FIRESTOPPER	AD	\$28.59		\$7.53
GLAZIER	AD	\$31.26		\$12.50
INSULATION WORKER	AD	\$36.53		\$16.57
IRONWORKER - FENCE ERECTOR	AD	\$19.36		\$0.00
IRONWORKER - ORNAMENTAL	AD	\$32.50		\$22.39
IRONWORKER - REINFORCING	AD	\$27.95		\$20.16
IRONWORKER - STRUCTURAL	AD	\$32.50		\$22.39
LABORER - AIR TOOL OPERATOR	AD	\$25.05		\$8.91
LABORER - ASPHALT PAVER	AD	\$25.05		\$8.91
LABORER - ASPHALT RAKER	AD	\$23.24		\$5.77
LABORER - BLASTER - DYNAMITE	AD	\$25.05		\$8.91
LABORER - BURNER	AD	\$25.05		\$8.91
LABORER - COMMON	AD	\$23.24		\$5.77
LABORER - CONCRETE PUDDLER	AD	\$23.24		\$5.77
LABORER - CONCRETE SURFACER	AD	\$25.05		\$8.91
LABORER - CONCRETE TENDER	AD	\$23.24		\$5.77
LABORER - CONCRETE VIBRATOR	AD	\$23.24		\$5.77
LABORER - DENSITY GAUGE	AD	\$23.24		\$5.77
LABORER - FIREPROOFER - MIXER	AD	\$23.24		\$5.77

LABORER - FLAGGER	AD	\$23.24		\$5.77	
LABORER - GRADE CHECKER	AD	\$23.24	4	\$5.77	
LABORER - HAND ROLLER	AD	\$23.24	/	\$5.77	
LABORER - HAZARDOUS MATERIAL HANDLER	AD 🔨	\$25.05		\$8.91	
LABORER - JACKHAMMER	AD	\$23.24		\$5.77	
LABORER - LANDSCAPING	AD	\$23.24		\$5.77	
LABORER - LAYOUT	AD	\$23.24		\$5.77	
LABORER - LUTEMAN	AD	\$23.24		\$5.77	
LABORER - MASON TENDER	AD	\$25.05		\$8.91	
LABORER - MORTAR MIXER	AD	\$23.24		\$5.77	
LABORER - PIPELAYER	AD	\$25.05		\$8.91	
LABORER - PLASTERER - HANDLER	AD	\$23.24	>	\$5.77	
LABORER - SCAFFOLD BUILDER	AD	\$25.05		\$8.91	
LABORER - TAMPER	AD	\$23.24		\$5.77	
MILLWRIGHT	AD	\$34.49		\$13.25	
PAINTER	AD	\$25.20		\$10.42	
PILEDRIVER	AD	\$31.89		\$11.98	
PLASTERER	AD	\$29.70		\$7.48	
PLASTERER - MIXER	AD	\$18.50	031	\$4.24	
PLUMBER	AD	\$42.92		\$18.41	а
POWER EQUIPMENT OPERATOR - ASPHALT DISTRIBUTOR	AD	\$33.68	021	\$10.32	
POWER EQUIPMENT OPERATOR - BACKHOE	AD	\$21.00	021	\$6.08	
POWER EQUIPMENT OPERATOR - BROOM / SWEEPER	AD	\$24.32	031	\$9.43	
POWER EQUIPMENT OPERATOR - BULLDOZER	AD	\$29.05		\$12.10	
POWER EQUIPMENT OPERATOR - CRANE	AD	\$43.32	1	\$11.10	a+b
POWER EQUIPMENT OPERATOR - DRILL - RIG	AD	\$38.44		\$9.50	
POWER EQUIPMENT OPERATOR - EXCAVATOR	AD	\$30.23	021	\$13.17	
POWER EQUIPMENT OPERATOR - FORKLIFT	AD	\$35.00		\$7.00	
POWER EQUIPMENT OPERATOR - GRADALL	AD	\$29.00		\$0.00	
POWER EQUIPMENT OPERATOR - HOIST	AD	\$24.68	031	\$12.97	
POWER EQUIPMENT OPERATOR - LOADER	AD	\$29.61	021	\$8.75	
POWER EQUIPMENT OPERATOR - MILLING MACHINE	AD	\$17.61	031	\$5.59	
POWER EQUIPMENT OPERATOR - PAVER	AD	\$17.47	031	\$6.36	
POWER EQUIPMENT OPERATOR - ROLLER - ASPHALT	AD	\$21.35	031	\$5.38	
POWER EQUIPMENT OPERATOR - ROLLER - EARTH	AD	\$22.80		\$0.00	
POWER EQUIPMENT OPERATOR - SCRAPER	AD	\$16.50		\$0.00	
POWER EQUIPMENT OPERATOR - SCREED	AD	\$17.00	031	\$0.25	
POWER EQUIPMENT OPERATOR - SKID STEER (BOBCAT)	AD	\$18.05	031	\$8.78	
POWER EQUIPMENT OPERATOR - SKIDDER	AD	\$28.73		\$8.65	
POWER EQUIPMENT OPERATOR - TRIMMER	AD	\$36.69	021	\$0.00	
POWER EQUIPMENT OPERATOR-VACCUM TRUCK	AD	\$26.00		\$3.24	
RESILIENT FLOOR	AD	\$29.22		\$13.40	
ROOFER/WATERPROOFER	AD	\$20.21	031	\$1.85	
SHEETMETAL WORKER (INCLUDING METAL ROOFING)	AD	\$40.77		\$21.38	
SPRINKLERFITTER	AD	\$29.86		\$18.99	
STEAMFITTER/PIPEFITTER	AD	\$43.14		\$22.31	а
STONE MASON	AD	\$38.81		\$18.29	
TILE & TERRAZZO FINISHER	AD	\$24.10		\$11.24	
TILE & TERRAZZO MECHANIC	AD	\$29.12		\$12.27	
TRUCK DRIVER - DUMP	AD	\$19.57	031	\$1.06	

TRUCK DRIVER - DUMP - ARTICULATING	AD	\$23.00		\$7.32
TRUCK DRIVER - LOWBOY	AD	\$25.25	031	\$8.56
TRUCK DRIVER - TACK/TAR TRUCK	AD	\$20.00	031	\$0.25
TRUCK DRIVER - TANDEM	AD 🔨	\$27.60	/	\$6.98
TRUCK DRIVER - WATER	AD	\$18.50	021	\$2.61

Incidental Craft Data: Caulker, Man Lift Operator, Rigger, Scaffold Builder, and Welder receive the wage and fringe rates prescribed for the craft performing the operation to which welding, scaffold building, rigging, operating a Man Lift, or caulking is incidental.

These **Informational Prevailing Wage Rates** may not be substituted for the requirements of pre-advertisement for bids or onsite job posting for a public work contract that exceeds \$500,000 in value and either of the following criteria are met: (1) the contracting body is a unit of State government or an instrumentality of the State and there is any State funding for the project; or (2) the contracting body is a political subdivision, agency, person or entity (such as a county) and the State funds 50% or more of the project.

	Modification Codes:
	(AD) 17-209 Annual Determination from Survey Wage Data Received
	(CH) 17-211 Commissioners' Hearing
1 4	(CR) 17-208 Commissioners' Review
~ \	(SR) 17-208 Survey Review by Staff
11)	1 ELI
11	Each "Borrowed From" county is identified with the FIPS 3-digit county code unique for the specific jurisdiction in Maryland.
F	or additional information on the FIPS (Federal Information Processing Standard) code, see http://www.census.gov/datamap/fipslist/AllSt.txt

The Prevailing Wage rates appearing on this form were originally derived from Maryland's annual Wage Survey. The Commissioner of Labor & Industry encourages all contractors and interested groups to participate in the voluntary Wage Survey, detailing wage rates paid to workers on various types of construction throughout Maryland.

A mail list of both street and email addresses is maintained by the Prevailing Wage Unit to enable up-to-date prevailing wage information, including Wage Survey notices to be sent to contractors and other interested parties. If you would like to be included in the mailing list, please forward (1) your Name, (2) the name of your company (if applicable), (3) your complete postal mailing address, (4) your email address and (5) your telephone number to PWMAILINGLIST@dllr.state.md.us. Requests for inclusion can also be mailed to: Prevailing Wage, 1100 N. Eutaw Street - Room 607, Baltimore MD 21201-2201.

END OF REPORT

# EXHIBIT BB

# **REQUIRED SUBCONTRACTORS**

## PGCPS ACF TECHNOLOGY PACKAGES

Updated 8/19/2020

Туре	Item	Purc	Coord	Install	0&M	Notes
Building Service (Data and	Incoming Services - Coordinate with IT	D	D	V	Р	
Phone)						
Building Service	Rigid conduit to MDF x 4 inch	D	D	D	D	
Building Service	TV Service	D	D	V	Р	
Building Service	TV Distribution System	D	D	D	D	
Building Service	Back-up generator (fly wheel)	D	D	D	D	
Energy Management	BAS Controllers	D	D	D	D	Coordinate with PGCPS maintenance
						for product.
Energy Management	Cabling for BAS	D	D	V	Р	
Multi-purpose rooms AV	Cabling	D	D	D	D	
(Cafetorium/Music/Dance/Med						
ia center/Gym/Choral)						
Multi-purpose rooms AV	Electronics	D	D	D	D	
(Cafetorium/Music/Dance/Med						
ia center/Gym/Choral)						
Phones	Rack	Р	D	V	Р	
Phones	Cabling	D	D	V	Р	
Phones	Jacks	D	D	V	Р	
Phones	Faceplates	D	D	V	Р	
Misc.	Computers	Р	Р	V	Р	
Misc.	Copiers	Р	Р	V	Р	
Misc.	PoE Clock	D	D	V	Р	
Category 6A Cabling	Category 6A Cabling	D	D	V	Р	
Category 6A Cabling	Conduits	D	D	D	D	
Category 6A Cabling	Patch Panels	D	D	V	Р	
Category 6A Cabling	Jacks	D	D	V	Р	
Category 6A Cabling	Faceplates	D	D	V	Р	
Category 6A Cabling	Patching	D	D	V	Р	
Fiber	Multi-Mode Fiber	D	D	V	Р	
Fiber	Connectors	D	D	V	Р	
Fiber	Fiber Enclosures	D	D	V	Р	
Fiber	Patching	D	D	V	Р	
Closet	Rack	D	D	V	Р	
Closet	Ladder Runway	D	D	V	Р	
Closet	Vertical Wire Managers	D	D	V	Р	
Closet	Servers	Р	Р	V	Р	
Network Equipment	Controller	D	D	V	Р	
Network Equipment	Network Switches	D	D	V	Р	
Network Equipment	Wireless Access Points	D	D	V	Р	
Network Equipment	Programming	D	D	V	Р	
Network Equipment	UPS	D	D	V	Р	
AV	Bell System	D	D	D	Р	
AV	PA System	D	D	D	Р	
AV	Audio Enhancement System	D	D	V	Р	
AV	Cabling (Audio Enhancement)	D	D	V	Р	
AV	Interactive Panels	D	D	V	Р	
AV	Cabling (Interactive Panels)	D	D	V	Р	
AV	Projectors	D	D	V	Р	
AV	Non-Interactive Displays	D	D	V	Р	
ССТV	Cameras	D	D	D	D	Genetech certified installer.
ССТV	Switches	D	D	V	Р	
CCTV	Programming	D	D	D	D	Genetech certified installer.
Access Control	Door Contacts	D	D	D	D	Genetech certified installer.
Access Control	Card Readers	D	D	D	D	Genetech certified installer.

### PGCPS ACF TECHNOLOGY PACKAGES

Updated 8/19/2020

Туре	Item	Purc	Coord	Install	O&M	Notes
Access Control	Electronic Strike	D	D	D	D	Genetech certified installer.
Access Control	Proximity Exit Sensor	D	D	D	D	Genetech certified installer.
Access Control	Motion Sensor	D	D	D	D	Genetech certified installer.
Intercom	Intercom	D	D	D	D	Front Door.
Intercom	Cabling	D	D	V	D	
MDF/IDF	Conduits	D	D	D	D	
MDF/IDF	Cabling	D	D	V	D	

Key

D	Developer
V	Required Vendor
Ρ	PGCPS



Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

Agile Office 6411 Ivy Lane, Suite 700 Greenbelt, MD 20770 Telephone: 301.559.7100 Contact Email: <u>mmorris@agileofficellc.com</u>

## SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

Agile Office has been selected as the vendor to provide services in accordance with the above-mentioned RFP. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Agile Office** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

#### CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

\$ 2,601.646.51

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

### AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

### FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

### CRIMINAL BACKGROUND CHECKS

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

**Personally Identifiable Information** includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

**Agile Office** 

Notice of Award **RFP 029-19** 

Marcia Morris /manua roms

ACCEPTED BY:

FOR THE FIRM:

march g nons SIGNATURE

8/16/19 DATE

Marcia Morris NAME

CEO

TITLE

Agile Office, LLC

11.1.VD19

FOR THE BOARD OF EDUCATION:

Johnna Smarr NAME:

Acting Director, Purchasing & Supply Services TITLE

FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-998

17.6 Mark Fossett

NAME:

Associate Superintendent for Supporting Services TITLE

DATE SIGNATURE

Barry Stanton

NAME:

Chief Operating Officer TITLE

# **Contract Pricing**

ltom Number	Description/Specification	Sample Brand/Model	Estimated Qty	Unit Prico	Extended Price	Proposed Brand/Model
1	Cheir, Student, 13 to 14*	KI (IW413)	1000	\$51,92	\$ 51,920.00	KI (IW413)
2	Chair, Student, 15 to 16"	KI (IW415)	1000	\$52.42	\$ 52,420.00	KI (IW415)
3	Chair, Student, 18"	KI (IW418)	2500	\$ 52.42	\$ 131,050.00	KI (W418)
4	Wire Book Rack W/Chair, Student, 18"	KI (IW418) W/BR	2500	\$ 62.31	<b>\$</b> 155,775.00	KI (IW418) W/BR
11	Chair, Student, Library, 13 to 14"	Scholar Craft (183), Columbia (1143)	500	\$ 34.41	\$ 17,205.00	Scholar Craft (183)
12	Chair, Student, Library, 15 to 16*	Scholar Craft (185), Columbia (1145)	500	\$ 36.56	\$ 18,280.00	Scholar Craft (185)
13	Chair, Student, Library, 17 to 18"	Scholar Craft (187), Columbia (1147)	500	\$ 38.71	\$ 19,355.00	Schołar Craft (187)
14	Chair, Student, Task, Swivel, Pneumatic Height Adj.	HON (HSSTK-18B)	500	\$ 106.46	<b>\$</b> 53,230.00	HON (HSSTK-18B)
15	Chair, Teacher, Adj. Height Task Chair, w/o Arms, Black Base, Grade 3 Fabric	HON (5721)	200	\$ 147.63	\$ 29,526.00	HON (5721)
16	Chair, Teacher, Adj. Height Tesk Chair, w/ and w/out Arm, Black Fabric and Vinyl	Safco (3391BL) (3391BV) (3399BL)	200	\$ 314.34	\$ 62,868.00	Saíco (3391BL) (3391BV) (3399BL)
17	Chair, Teacher, Adj. Height Task Chair, without Arm, Black Fabric and Vinyl	Safco (3391BL) (3391BV)	200	\$ 267.89	\$ 53,578.00	Safco (3391BL) (3391BV)
18	Chair, Toacher, Adj. Hoight Task Chair, w/ and w/out Arm, Mesh Back, Black Fabric and Vinyl	Safco (3397BL) (3397BV) (3399BL)	200	\$ 301.99	\$ 60,398.00	Safco (3397BL) (3397BV) (3399BL)
19	Chair, Teacher, Adj. Height Task Chair, without Arm, Mesh Back, Black Fabric and Vinyl	Salco (3397BL) (3397BV)	200	\$ 256.53	\$ 51,306.00	Safco (3397BL) (3397BV)
20	Chair, Office, Swivel, Mid Back, Synchro Tilt w/Inlegral Lumbar Support, Adjustable Arms, Grade 3 Fabric	HON (HLWU.Y1.A)	100	\$ 373.50	S 37,350.00	HON (HLWU.Y1.A)
21	Chair, Office, Swivel, Mid Back, Synchro Tilt, Seat Glido w/integral Lumbar Support, Adjustable Arms, Grade 3 Fabric	HON (HLWUBT.Y1.A)	100	\$ 534,55	\$ 53,455.00	HON (HLWUBT.Y1.A)
22	Chair, Office, Mid Back, Upholstered Back, Swivel Tilt, Tilt Tension/Lock, Adjustable Arms, Grade 3	HON (HWM1.A.H.U)	100	\$ 306.06	\$ 30,606.00	HON (HWM1.A.H.U)
23	Chair, Office, Mld Back, Mesh Back, Swivel Tilt, Tilt Tension/Lock, Adjustable Arms, Grade 3	HON (HIWM1.A.H.M)	100	\$ 263.25	\$ 26,325.00	HON (HIWMM.A.H.M)
24	Chair, Conference, High Back, w/Loop Arms, Leather, Polished Frame	HON Basyx (HVL103SB11)	50	\$ 157.63	\$ 7,881.50	HON Basyx (HVL103SB11)
25	Chair, Conference, Big & Tall, High Back, w/Loop Arms, Leather, Black Estimatod Weight Capacity 350 lbs	HON Basyx (HVL685SB11)	50	\$ 326,00	\$ 16,300.00	HON Basyx (HVL685SB11)
26	Chair, Conforenco, High Back, w/Loop Arms, Black Frame, Grade 3(Fabric or Vinyl), Estimated Weight Capacity 300 lbs	HON (HIEH1,F)	50	\$ 311.05	\$ 15,552.50	HON (HIEH1.F)
27	Chair, Office, Guest Chair, w/Arms, Metal Frame, Grade 3 Fabric	HON (HIGS6.F)	50	\$ 198.98	\$ 9,949.00	HON (HIGS6.F)
31	Desk, Student, Huddle, 18"x30", Adj, Height	Smith System (01265)	2500	\$ 121.04	\$ 302,600.00	Smith System (01265)
32	Desk, Student, 28"x28", Adj. Height	HON Smartlink (HLDV-M3A)	1500	\$ 118,74	\$ 178,110.00	HON Smartlink (HLDV-M3A)
33	Book Box Wire	HON Smartlink (HLDA-15)	500	\$ 22,94	\$ 11,470.00	HON Smartlink (HLDA-15)
34	Felt Glide Cap (each price only)	HON Smartlink (HGDK3-F)	1500	\$ 0.49	<b>\$</b> 735.00	HON Smartlink (HGDK3-F)
35	Back Pack Hook	HON (HCLA65)	500	\$ 3.98	\$ 1,990.00	HON (HCLA65)

1

# Notice of Award RFP 029-19

·	Dock Tonchor Single Perfectal Mabile Locking	·	1	1	Γ		
40	Pedestal 24*x60"	Smith System (26160/26161)	300	\$ 490.53	\$	147,159.00	Smith System (26160/26161)
41	Desk, Teacher, Single Pedestal	HON (H38251)	300	\$ 561,17	\$	168,351.00	HON (H38251)
42	Desk, Toacher, Doublo Pedestal, 4 Drawer, Size 60"Wx30"D 29-1/2"H	HON (H38155)	200	\$ 660.25	\$	132,050.00	HON (H38155)
43	Desk, Teacher, Left Pedestal, Two Drawer, Size 66"Wx30"Dx 29-1/2"H, w/Right Return, to Fit w/Left Pedestal Desk	HON (H38292L) and (H38215R)	100	\$1,051.21	s	105,121.00	HON (H38292L) and (H38215R)
44	Desk, Teacher, Right Pedestal, Two Drawer, Size 66'Wx30'Dx29-1/2'H, w/Loft Return, to Fit w/Right Pedestal Desk	HON (H38291R) and (H38216L)	100	\$1,051.21	\$	105,121.00	HON (H38291R) and (H38216L)
52	Table, Activity, Wisp, 30"x54", Adj. Height	HON (HESN-3054E-4L)	100	\$ 249.75	\$	24,975.00	HON (HESN-3054E-4L)
53	Table, Activity, Ribbon, 30"x54", Adj. Height	HON (HESW-3054E-4L)	100	\$ 230.32	\$	23,032.00	HON (HESW-3054E-4L)
54	Table, Activity, Tide, 54", Adj. Height	HON (HETD-54E-4L)	100	\$ 298.12	\$	29,812.00	HON (HETD-54E-4L)
55	Folding Table, 30"x72" Fixed 27" Height	Correll (F3072P27)	50	\$ 159.46	s	7,973.00	Correll (F3072P27)
56	Folding Table, 30"x72", Fixed 29" Height	Correll (F3072P29)	50	\$ 159.46	\$	7,973.00	Correll (F3072P29)
57	Folding Table, 30"x72", Adj. Height (22"-29")	Artco Bell (1550), Correll (CFA3072P)	50	\$ 189.50	s	9,475.00	Correll (CFA3072P)
58	Folding Table, 30"x60". Fixed 27" Height	Correll (F3060P27)	50	<b>\$</b> 101.75	\$	5,087.50	Correll (F3060P27)
59	Folding Table, 30"x60", Fixed 29" Height	Correll (F3060P29)	50	<b>\$</b> 101.75	\$	5,087.50	Correll (F3060P29)
60	Folding Table, 30"x60", Adj. Heights (22"-29")	Artco Bell (1530), Correll (CFA3060P)	50	<b>\$</b> 173.65	\$	8,682.50	Correll (CFA3060P)
67	Table, Computer, Rectangle 30"x60" w/Grommets	HON (H66571)	100	\$ 399.95	\$	39,995.00	HON (H66571)
71	Planner Work Station, 3 Student Trapezoid, 40"x40"x40"x80" Around	Smith Systems (24580)	10	\$ 394.36	\$	3,943.60	Smith Systems (24580)
72	Riser Shelf for Above, 21"x45", 16"-20" Adj. Height	Smith Systems (01792)	10	\$ 324.74	\$	3,247.40	Nat Pub Seating (SLT2454)
75	Tablo, Library, Rectangle, 30*x60*x29*	Jonti-Craft (S8929JCC), Allied (LC3060)	10	<b>\$</b> 199.95	\$	1,999.50	Jonti-Craft (S8929JCC)
76	Table, Library, Round, 48° Diameter, 29" Height	Jonti-Craft (54329JCC), Allied (LB48CR)	10	\$ 179.95	\$	1,799.50	Jonti-Craft (54329JCC)
78	File Cabinet, 5 Drawer, Letter Size, w/Lock	HON (H215P)	100	\$ 415,72	\$	41,572.00	HON (H215P)
79	File Cabinet, 4 Drawer, Letter Size, w/Lock	HON (H214P)	100	\$ 310,93	\$	31,093.00	HON (H214P)
80	File Cabinet, 2 Drawer, Letter Size, w/Lock	HON (H212P)	100	\$ 239.28	\$	23,928.00	HON (H212P)
81	File Cabinet, Lateral, 2 Drawer, w/Lock, Heavy Gauge	HON (H682L)	50	\$ 257.68	s	12,884.00	HON (H682L)
82	File Cabinet, Lateral, 3 Drawer, w/Lock, Heavy Gauge	HON (H683L)	50	\$ 369.52	\$	18,476.00	HON (H683L)
83	File Cabinet, Lateral, 4 Drawer, w/Lock, Heavy Gauge	HON (H684L)	50	\$ 458.68	\$	22,934.00	HON (H684L)
84	File Cabinet, Lateral, 5 Drawer, w/Lock, Heavy Gauge	HON (H685L)	50	<b>\$</b> 595.79	\$	29,789.50	HON (H685L)
85	Bookcase, Metal, Open Front, Approx. 35"x12"x29", 2 Shelves	HON (HS30ABC)	50	\$ 81.32	\$	4,066,00	HON (HS30ABC)
86	Bookcase, Metal, Open Front, Approx. 35"x12"x40", 3 Shelves	HON (HS42ABC)	50	\$ 97.31	\$	4,865.50	HON (HS42ABC)
87	Bookcase, Metal, Open Front, Approx. 35"x12"x56", 4 Shelves	HON (H\$60ABC)	50	\$ 145.29	\$	7,264,50	HON (HS60ABC)
88	Bookcase, Metal, Open Front, Approx. 35"x12"x70", 5 Shelves	HON (HS72ABC)	50	\$ 165.36	\$	8,268.00	HON (HS72ABC)
·	·	· · · · · · · · · · · · · · · · · · ·	·	·		-	

91	Wardrobe Cabinet, Metal, 36"x24"x72", 2 Door w/Lock	Adelphia (472W), HON (HSC2472/HWC72)	10	\$ 426.16	\$ 4,261.60	HON (HSC2472/HWC72)
92	Lab Stools, Adj. Height, 19"-27"	National Public Seating (6218H)	100	\$ 33.96	\$ 3,396.00	National Public Seating (6218H)
93	Lab Stools, Adj. Height, 25"-33"	National Public Seating (6224H)	100	\$ 40.17	\$ 4,017.00	National Public Seating (6224H)
94	Lab Stools w/Steel Backrest, Adj. Height 25"-33"	National Public Seating (6218HB)	50	\$ 47.36	\$ 2,368.00	National Public Seating (6218HB)
95	Chair, Folding	National Public Seating (200 Series)	2500	\$ 19.77	\$ 49,425.00	National Public Seating (200 Series)
96	Chair, Folding w/Fabric	National Public Seating (2200 Series)	500	\$ 26.79	\$ 13,395.00	National Public Seating (2200 Series)
97	Chair, Folding, Caddy, Vertical	National Public Seating (DY50)	10	\$ 202.20	\$ 2,022.00	National Public Seating (DY50)
98	Chair, Folding, Caddy, Double Tier	National Public Seating (84)	10	\$ 307.03	\$ 3,070.30	National Public Seating (84)
99	Stacking Chair Dolly, 4 Wheel	National Public Seating (81), Artco Bell (0168)	10	\$ 35.93	\$ 359.30	National Public Seating (81
100	Book Truck, Steel w/Six (6) Sloping Shelves	Smith Systems (21001)	25	\$ 261.77	\$ 6,544.25	Smith Systems (21001)
111	25 Cubbies-Tray Mobile Storage w/ Colored Trays, W48"xD15"xH35.5, 145 lbs.	Jonti-Craft (0426JC)	1	\$ 462.38	\$ 462.38	Jonti-Craft (0426JC)
112	5 Section Coat Locker, W48"xD15"xH50.5", 123 lbs.	Jonti-Craft (2681JC)	1	\$ 411.99	\$ 411.99	Jonti-Craft (2681JC)
113	Name Tag Holders - 5 Pack, W3"xD1"XH1"	Jonti-Craft (1700JC5)	1	\$ 7.82	\$ 7.82	Jonti-Craft (1700JC5)
114	Four-Shelf Bookcase, W36"xD12"xH60", 85 lbs.	Jonli-Craft (1725JC)	1	\$ 376,80	\$ 376.80	Jonti-Craft (1725JC)
115	Three-Shelf Bookcase, W36"xD12"xH48", 69 lbs.	Jonti-Craft (1724JC)	1	\$ 315.80	\$ 315.80	Jonti-Craft (1724JC)
116	Two-Shelf Bookcase, W36"xD12"xH36", 58 lbs.	Jonti-Craft (1723JC)	1	\$ 314.47	\$ 314.47	Jonti-Craft (1723JC)
117	Flushback Pick-a-Book Stand, W30"xD13:5"xH27.5", 46 lbs.	Jonti-Craft (3514JC)	1	\$ 174.38	\$ 174.38	Jonti-Craft (3514JC)
118	Double Sided Pick-a-Book Stand - Mobile, W30"xD16.5"XH30", 52 lbs.	Jonti-Craft (3507JC)	1	\$ 196.76	\$ 196,76	Jonti-Craft (3507JC)
123	Ridgeline Activity Table, Kidney - Maple, W30*xL60* Adj. Height	Jonti-Craft (6525JCE011)	1	\$ 187.01	\$ 187.01	Jonti-Craft (6525JCE011)
130	Display Case	Waddell (2010-5)	1	\$1,690.00	\$ 1,690.00	Waddell (2010-5)
131	Sofa, 3-Seat, Closed Arms	HON Basyx (HVL873)	1	\$ 649.75	\$ 649.75	HON Basyx (HVL873)
132	Sofa, 2-Seat, Closed Arms	HON Basyx (HVL872)	1	<b>\$</b> 520.10	\$ 520.10	HON Basyx (HVL872)
133	Chair, Closed Arms	HON Basyx (HVL871)	1	\$ 410,31	\$ 410.31	HON Basyx (HVL871)
134	Sofa, 3-Seat, Open Arms	Lesro (L3101G5)	1	<b>\$</b> 630.51	\$ 630.51	Lesro (L3101G5)
135	Sofa, 2-Seat, Open Arms	Lesro (L2101G5)	1	\$ 425.73	\$ 425.73	Lesro (L2101G5)
136	Chair, Open Arms	Losro (L1101G5)	1	\$ 220.96	\$ 220.96	Lesro (L1101G5)
137	End Table, Wood	Lesro (L1470T5)	1	\$ 209.33	\$ 209.33	Lesro (L1470T5)
138	Coffee Table, Wood	Lesro (L1270T5)	1	\$ 145.62	<b>\$</b> 145.62	Lesro (L.127075)
139	Sit Stand Workstation White or Black	Fellows (0007901)	1	\$ 434.21	\$ 434.21	Fellows (0007901)
140	Monitor Arm w/Keyboard Shelf, Clamp Attachment	HON (HS1101)	1	\$ 261.54	\$ 261.54	HON (HS1101)
142	Top, 120"Lx48W" w/Base	HON (HTLC48120GN/HTLP120)	1	\$ 632.32	\$ 632.32	HON (HTLC48120GN/HTLP120)
143	Top, 96L*x48W* w/Base	HON (ዘኪር4896/ዘኪΡ96)	1	\$ 555.00	\$ 555.00	HON (HTLC4896/HTLP96)
144	Interport Data/Power Kit	HON (HTPWRGROM1)	1	\$ 143.54	\$ 143.54	HON (HTPWRGROM1)
147	Table, Roctangle 120"x48" 2" Laminate Top	LORELL (69932/69938/69940)	1	\$ 173.20	\$ 173.20	LORELL (69932/69938/69940)
148	Table, Rectangle 96"x48" 1.5" Laminate Top	LORELL (34338/69151)	1	\$ 317,16	\$ 317.16	LORELL (34338/69151)

149	Table, Rectangle 72"x36" 1.5" Laminate Top	LORELL (34340)	1	\$ 195.16	\$ 195.16	LORELL (34340)
150	Desk, Double Pedestal, Approx. 60"x 30"	HON (H10573)	1	\$ 445,15	\$ 445.15	HON (H10573)
153	Lateral File, 2 Drawer, 36"W	HON (H10563)	1	\$ 369.37	\$ 369.37	HON (H10563)
154	Bookcase, 4 Shalves, 54"Hx36"W	HON (H105534)	1	\$ 269.85	\$ 269.85	HON (H105534)
155	Desk, Double Pedestal 66x30 Concinnity	HON (HNL3066DPRF)	1	\$ 754.10	\$ 754.10	HON (HNL3066DPRF)
156	Desk, Single Pedestal 66x30 Concinnity	HON (HNL3066LPRF)	1	\$ 641.56	\$ 641.56	HON (HNL3066LPRF)
157	Return 48" Concinnity	HON (HNL2448RP/HNL2448LP)	1	\$ 426.58	\$ 426.58	HON (HNL2448RP/HNL2448LP)
158	Stack on Storage (Hutch) Concinnity	HON (HNL3678LL)	1	\$ 576.22	\$ 576.22	HON (HNL3678LL)
159	Lateral File 2-Drawer Concinnity	HON (HNL2436LD2)	1	\$ 478.85	\$ 478.85	HON (HNL2436LD2)
160	Bookcase Hutch 2-Shelf Concinnity	HON (HNL3636BHXD)	1	\$ 239.42	\$ 239.42	HON (HNL3636BHXD)
161	Bookcase 4-Shell Concinnity	HON (HNL1530BK4)	1	\$ 298.43	\$ 298.43	HON (HNL15308K4)
162	Desk, Double Pedestal, 66"x30"	HON (H94276)	1	\$ 886.85	\$ 886.85	HON (H94276)
163	Desk, Single Pedestal, L/R Approx. 66"x30"x 29-1/2"	HON (H94284L/H94283R)	1	\$ 748.30	\$ 748.30	HON (H94284L/H94283R)
164	Return, Right or Left, 48"x24"	HON (H94216L/H94285R)	1	\$ 510.99	\$ 510.99	HON (H94216L/H94285R)
165	Stack on Storage for L-Shaped Workstation, 76"W	HON (H94237K)	1	\$ 600.93	\$ 600.93	HON (H94237K)
166	Stack on Storage, 70° W	HON (H94234K)	1	\$ 578,74	\$	HON (H94234K)
167	Lateral File, 2 Drawer, 36"W	HON (H94223)	1	\$ 524.38	\$ 524.38	HON (H94223)
168	Bookcase Hutch, 3 Shelves; 2 Adj. for Lateral	HON (H94210)	1	\$ 351.37	\$ 351.37	HON (H94210)
169	Bookcase, 4 Shelves 35 3/ x 64" H	HON (H94224)	1	\$ 416.83	\$ 416.83	HON (H94224)
170	Flourish Veneer Desk Double Ped 72x36	NATL (19N3672DDFW8)	1	\$1,216.36	\$ 1,216.36	NATL (19N3672DDFW8)
171	Flourish Veneer Desk Double Ped 66x30	NATL (19N3067DDFW8)	1	\$1,159.90	\$ 1,159.90	NATL (19N3067DDFW8)
172	Flourish Veneer Desk Single Ped 72x36	NATL (19N3672D R/L FW1)	1	\$1,035.42	\$ 1,035.42	NATL (19N3672D R/L FW1)
173	Flourish Veneer Dask Single Ped 66x30	NATL (19N3067D R/L FW1)	1	\$ 974.07	<b>\$</b> 974.07	NATL (19N3067D R/L FW1)
174	Flourish Veneer Return 48"	NATL (19N2451R R/L EFW2)	1	\$ 756.23	\$ 756.23	NATL (19N2451R R/L EFW2)
175	Flourish Veneer Kneespace Credenza	NATL (19N2472CKFW2)	1	\$1,098.55	\$ 1,098.55	NATL (19N2472CKFW2)
176	Flourish Veneer Hutch 72"	NATL (19N7236HBHW)	1	\$ 828.25	\$ 828.25	NATL (19N7236HBHW)
177	Flourish Veneer Hutch 72"	NATL (19N2436LFF2W)	1	\$ 673.10	<b>\$</b> 673.10	NATL (19N2436LFF2W)
178	Flourish Veneer Bookcase 5-Shelf	NATL (19N3666BCOFW)	1	\$ 606.41	\$ 606.41	NATL (19N3666BCOFW)

# Percentage off Discount

	Manufacturer	% Off Discount
180	Artco Bell	50%
184	Correll	38%
185	ECR 4Kids	35%
186	HON	60%
187	Jonti-Craft	30%
188	KI	46%
190	Lesro	45%
191	Lorell	55%
192	MooreCo	45%
193	National	55%
194	National Public Seating	45%
197	Scholar Craft	52%
199	Smith Systems	46%
	Systems	Furniture
	Manufacturer	% Off Discount
202	HON	61%
203	Trendway	54%
	Casegoods Furniture	e and Office Seating
	Manufacturer	% Off Discount
204	Arcadia	46%
205	Balt	45%
206	Global	50%
207	HON	58%
208	National Public Seating	48%
209	Safco	50%
210	Trendway	55%
	Metal Filing, Book	cases and Storage
	Manufacturer	% Off Discount
213	HON	58%
214	Fleetwood	30%
	Libr	ary
	Manufacturer	% Off Discount
216	Bretford	40%
217	DEMCO	35%
218	Hale	45%
	Additional Disc	counts Offered
	Manufacturer & Category	% Off Discount
[	Amtab (Cafeteria Tables)	58%
	Sico (Cafeteria Tables)	50%



Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

#### American Design Associates 9000 Harford Road Baltimore, MD 21234 Telephone: 410.823.5500 Contact Email: anne@americandesignonline.com

#### SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

American Design has been selected as the vendor to provide services in accordance with the above-mentioned **RFP**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **American Design** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

#### CONTRACT AWARD ESTIMATED AMOUNT

#### The estimated amount of award is:

1,860,912.66

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

.

#### Notice of Award RFP 029-19

#### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

#### AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

#### FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services
  - clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module Prince George's County Child Abuse:
    Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

#### Page 3

#### **CRIMINAL BACKGROUND CHECKS**

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

<u>Personally Identifiable Information</u> includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

ACCEPTED BY: FOR THE FIRM:	FOR THE BOARD OF EDUCATION:
SIGNATURE	SIZO19 Anna Brles pr Sphnya Swary 11.1.20F
Anne Miller	Johnna Smarr
Account Manager	Acting Director, Purchasing & Supply Services
American Design Associates, Inc. FIRM	FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-998
	May 5 for 11, 4.19
	SIGNATURE DATE
	Mark Fossett NAME:
	Associate Superintendent for Supporting Services TITLE
	Barry L Starlos 11/4/1
	SIGNATURE DATE
	Barry Stanton NAME:
	Chief Operating Officer
. .

.

.

#### Notice of Award RFP 029-19

# **Contract Pricing**

ltem Number	Description/Specification	Sample Brand/Model	Estimated Qty	Unit Price	Extended Price	Proposed Brand/Model
5	Chair, Student, 13 to 14"	Columbia (126-3)	1000	\$ 44.85	\$ 44,850.00	As Specified
6	Chair, Student, 15 to 16"	Columbia (128-5)	1000	\$ 45.69	\$ 45,690.00	As Specified
7	Chair, Student, 17 to 18"	Columbia (126-7)	1000	\$ 48.18	\$ 48,180.00	As Specified
8	Chair, Student, A+ 18 1/2"-19"	Columbia (126-8)	1000	\$ 58.15	\$ 58,150.00	As Specified
9	Chair, Student, 18" w/Seat & Back Pads	Columbia (4267)	250	\$ 89.71	\$ 22,427.50	As Specified
10	Chair, Student, A+ 18 1/2 -19" w/Seat & Back Pads	Columbia (4268)	250	\$ 101.76	\$ 25,440.00	As Specified
11	Chair, Student, Library, 13 to 14*	Scholar Craft (183), Columbia (1143)	500	\$ 68.11	\$ 34,055.00	Columbia 1143
12	Chair, Student, Library, 15 to 16"	Scholar Craft (185), Columbia (1145)	500	\$ 68,95	\$ 34,475.00	Columbia 1145
13	Chair, Student, Library, 17 to 18"	Scholar Craft (187), Columbia (1147)	500	\$ 70.61	<b>\$</b> 35,305.00	Columbia 1147
29	Desk, Student, w/Bookrack, 18"x24", Adj. Height	Columbia (3770)	1500	\$ 113,63	\$ 170,445.00	As Specified
30	Desk, Student, Open Front, 18"x24", Adj. Height	ECR4Kids (ELR24101), Columbia (351)	2500	\$ 112.81	\$ 282,025.00	Columbia 351
36	Desk, Student, ADA, Wheelchair Accessible, Adj. Height to 34"	Columbia (5060)	100	\$ 124.60	\$ 12,460.00	As Specified
38	Desk, Student, Combo, Single Entry, 18"x24" w/Wire Rack	Columbia (5307)	2500	<b>\$</b> 136.23	\$ 340,575.00	As Specified
45	Table, Activity, Round, 36", Adj. Height	Artco Bell (1282), ECR4Kids (ELR14114)	50	<b>\$</b> 115,00	\$ 5,750.00	Artcobell 1282
46	Table, Activity, Round, 48", Adj. Height	Artco Bell (1280), ECR4Kids (ELR14115)	50	- \$ 137.65	\$ 6,882.50	Artcobell 1280
47	Table, Aclivity, Round, 60°, Adj. Height	Artco Bell (1286), ECR4Kids (ELR14124)	50	\$ 204.41	\$ 10,220.50	Artcobell 1286
48	Table, Activity, Kidney, 48"x72", Adj. Height	Artco Bell (1275), ECR4Kids (ELR14104)	100	\$ 230.88	\$ 23,088.00	Artcobell 1275
49	Table, Activity, Horseshoe, 60"x66", Adj. Height	Artco Bell (1277), ECR4Kids (ELR14103)	100	\$ 280.44	\$ 28,044.00	Artcobell 1277
50	Table, Activity, Rectangular, 30"x60", Adj. Height	Artco Bell (1230), ECR4Kids (ELR14122)	100	\$ 133.82	\$ 13,382.00	Artcobell 1230
51	Table, Activity, 30"x48", Adj. Height	Artco Bell (1220), ECR4Kids (ELR14110)	100	\$ 109,85	\$ 10,985.00	Artcobell 1220
61	Table, Cafeteria, Folding, w/Benches	HON (HB293012), Palmer Hamilton (19F06293012)	100	\$1,378.00	\$ 137,800,00	PH 19F06293012
62	Table, Caleteria, Folding, w/Stools	HON (HS293012), Palmer Hamilton (60T09293012-S12)	100	\$1,444.26	\$ 144,426.00	PH 60T11293012-S12
63	Table, Cafeteria, Folding, w/Stools, ADA, Wheelchair Accessible	Palmer Hamilton (59T0729120ELS10*WC)	25	\$1,780.26	\$ 44,506.50	PH 59T0829120EL-S10
73	Science Table, 24"x54" Chemsurf Science Tables, High Pressure Laminate, w/Boots	Allied (BS2454BA)	250	\$ 411.54	\$ 102,885,00	As Specified
74	Science Table, 24*x54* Chemsurf Science Tables, High Pressure Laminate, w/Book compartments, w/Boots	Allied (BS2454BABB)	250	\$ 465.38	\$ 116,345.00	As Specified
77	Table, Art, Pedestal, 60"x42"x30". Laminate Top	Allied (AT4280FM)	5	\$ 738.46	\$ 3,692.30	As Specified

• • •

89	Storage Cabinet, Metal, 36"x18"x72", 2 Door w/Lock, 5 Adj. Shelves	Adelphia (872S), HON (SC1872)	50	\$ 378.04	\$ 18,902.00	Adelphia 872S
90	Storage Cabinet, Metat, 36"x24x72", 2 Door w/Lock, 5 Adj. Shelves	Adelphia (472S), HON (SC2472)	50	\$ 471.54	\$ 23,577.00	Adelphia 472S
91	Wardrobe Cabinel, Metal, 36"x24"x72", 2 Door w/Lock	Adelphia (472W), HON (HSC2472/HWC72)	10	\$ 460.63	\$ 4,606.30	Adelphia 472W
92	Lab Stools, Adj. Height, 19"-27"	National Public Seating (6218H)	100	\$ 38.42	\$ 3,842.00	As Specified
120	Flower Activity Table, Adjustable Height	School Specialty (1382588), Allied (FS60FLXX)	5	\$ 321.15	\$ 1,605.75	Allied F560FLXX
121	Rectangular Table, Rainbow, Approx. 30°x60"	Smith Systems (01034), Allied (F63060)	5	\$ 180.77	\$ 903.85	Allied F63060XXzz
124	o Activity Table - Kidney - Maple, W36"xL72" Adj. Hei	Atlied (F6372K/L-20AR)	1	\$ 338.46	\$ 338.46	As Specified
125	Round Table, Rainbow, Approx. 48"	Smith Systems (01104), Allied (F648CR)	5	\$ 205,77	\$ 1,028.85	Allied F648CRXX
126	Table, 3/4" Plywood, W24"xL36", 27 lbs.	Allied (DLPL2436/L-20AR)	1	\$ 176.92	\$ 176.92	As Specified
127	Table, 3/4" Particleboard, W24"xL36", 29 lbs.	Allied (DLTQ2436/L-20AR)	1	\$ 138.46	\$ 138.46	As Specified
128	Table, 1 1/8" Particleboard, W24"xL36", 37 lbs.	Ailled (DLCC2436/L-20AR)	1	\$ 150.00	\$ 150.00	As Specified
129	Cot, Full Size, 5 pack	Mahar Manufacturing (500TA), Wood Designs (97888)	30	\$ 72.40	\$ 2,172.00	Mahar
134	Sota, 3-Seat, Open Arms	Lesro (L3101G5)	1	\$ 684.60	\$ 684.60	As Specified
135	Sota, 2-Seat, Open Arms	Lesro (L2101G5)	1	\$ 462.26	\$ 462.26	As Specified
136	Chair, Open Arms	Lesro (L1101G5)	1	\$ 239.91	\$ 239.91	As Specified

• • •

### Notice of Award RFP 029-19

## Percentage off Discount

K-12 Student Furniture					
	Manufacturer	% Off Discount			
179	Allied	40%			
180	Artco Bell	48%			
181	Carpets For Kids	5%			
182	Columbia	44%			
183	Community	40%			
184	Correll	40%			
185	ECR 4Kids	27%			
186	HON	45%			
187	Jonti-Craft	6%			
188	кі	35%			
190	Lesro	43%			
191	Lorell	25%			
192	MooreCo	40%			
194	National Public Seating	45%			
195	NorvaNivel	16%			
196	Palmer Hamilton	34%			
197	Scholar Craft	30%			
199	Smith Systems	25%			
	Systems	Furniture			
	Manufacturer	% Off Discount			
200	AIS	40%			
201	Haworth	RSI (Remanufactured Haworth) 46%			
202	HON	45%			
203	Trendway	55%			
	Casegoods Furniture	e and Office Seating			
	Manufacturer	% Off Discount			
204	Arcadia	40%			
205	Balt	45%			
206	Global	45%			
207	HON	45%			
208	National Public Seating	45%			
209	Safco	45%			
210	Trendway	55%			

• • • •

Metal Filing, Bookcases and Storage							
	Manufacturer	% Off Discount					
211	Adelphia	42%					
212	Certwood StorSystems	18%					
213	213 HON 45%						
214 Fleetwood							
	Library						
	Manufacturer	% Off Discount					
218	Hale	39%					
_	Additional Dis	counts Offered					
	Manufacturer & Category	% Off Discount					
Alumni	Classroom Furniture	46%					
FomCor	re	16%					
NorvaNivel		41%					
Brodart		44%					



Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

Diversified Educational System 205 East Washington Street Middleburg, VA 20118 Telephone: 540-687-7060 Contact Email: <u>mark.wyatt@des.com</u>

## SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

**Diversified Educational System** has been selected as the vendor to provide services in accordance with the abovementioned **RFP**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Diversified Educational System** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

#### CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

#### \$ 816,358.50

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

#### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

## **AVAILABILITY OF FUNDS**

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

#### FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

**Diversified Educational System** 

#### **CRIMINAL BACKGROUND CHECKS**

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### Compliance with Laws

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

<u>Personally Identifiable Information</u> includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract. . .

.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

ACCEPTED BY:			
	FOR THE FIRM:		FOR THE BOARD OF EDUCATION:
MA	M	08/22/2019	Anna tarks for Johnna Smarr 11. 1. 2010
SIGNATURE	$\overline{\mathcal{V}}$	DATE	SIGNATURE DATE
Mark E. Wyatt			Johnna Smarr
NAME			NAME:
President			Acting Director, Purchasing & Supply Services
TITLE			TITLE
Diversified Educatio	onal Systems, Inc.		FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY
FIRM			UPPER MARLBORO, MARYLAND 20772-998

scert DAT **SIGNA**<sub>1</sub>

Mark Fossett NAME:

Associate Superintendent for Supporting Services TITLE

the tes 11/4/19 DATE SIGNATURE

Barry Stanton NAME:

Chief Operating Officer

TITLE

1.14

•

# **Contract Pricing**

item Number	Description/Specification	Sample Brand/Model	Estimated Qty	Ur	ilt Price	Ext	tended Price	Proposed Brand/Model
1	Chair, Student, 13 to 14"	KI (IW413)	1000	\$	76.12	\$	76,118.00	KI Intellect Wave 4 Leg Chair, Small, IW413
2	Chair, Student, 15 to 16"	K1 (IW415)	1000	\$	77.28	\$	77,280.00	KI Intellect Wave 4 Leg Chair, Medium, W415
3	Chair, Student, 18"	KI (IW41B)	2500	\$	79.14	\$	197,855 00	KI Intellect Wave 4 Leg Chair, Lorge, 1W418
4	Wire Book Rack W/Chair, Student, 18"	KI (IW418) W/8R	2500	5	93.42	\$	233,555.00	KI Intellect Wave 4 Leg Chair Large with Book, IW418BR
28	Desk, Student, 4 Leg Classroom Desk, 26"x20", Adj. Height	KI (IWD4FHA)	1500	\$	154.37	\$	231,550.50	KI Intellect Wavo 4 Leg Desk, Adj. Height, Hard Plastic Top, No Book Storage, IWD4FH/A

## Percentage off Discount

	Manufacturer	% Off Discount			
188	KI	38%			

.



Johnna Smarr, Acting Director

**10 Painters Mill Road** 

**Owings Mills, MD 21117** 

Telephone: 410.363.2600

Contact Email: pglaudemans@douron.com

Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

#### SUBJECT: RFP 029-19 – Classroom and Administrative Furniture

**Douron** has been selected as the vendor to provide services in accordance with the above-mentioned **RFP**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Douron** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

#### **CONTRACT AWARD ESTIMATED AMOUNT**

#### The estimated amount of award is:

\$ 3,371,670.30

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

'. **.** 

#### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

#### AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

#### FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

·. .

#### CRIMINAL BACKGROUND CHECKS

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

<u>Personally Identifiable Information</u> includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

°. н

.

ACCEPTED BY: FOR THE FIRM:	FOR THE BOARD OF EDUCATION:
RIGNATURE AU	19,2019 Anno Ball for Johnna Swayr 11.1.2017 DATE SIGNATURE DATE
Paul N Glaudemans	Johnna Smarr
NAME	NAME:
Vice President	Acting Director, Purchasing & Supply Services
TITLE	TITLE
Douron, Incorporated	FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY
FIRM	UPPER MARLBORO, MARTLAND 20772-998
	Man 2 port 11.4.19 SIGNATURE DATE Mark Fossett

Associate Superintendent for Supporting Services TITLE

Hanto III 9 ۸. / . SIGNATURE

DATE

Barry Stanton NAME:

Chief Operating Officer

TITLE

. . .

#### Notice of Award RFP 029-19

## **Contract Pricing**

ltern Number	Description/Specification	Sample Brand/Model	Estimated Qty	Unit Price	Extended Prico	Proposed Brand/Model
14	Chair, Student, Task, Swivel, Pneumatic Height Adj.	HON (HSSTK-18B)	500	<b>S 1</b> 31.60	\$ 65,800.00	HON (HSSTK-18B)
15	Chair, Teacher, Adj. Height Task Chair, w/o Anns, Black Base, Grade 3 Fabric	HON (5721)	200	\$ 154.20	\$ 30,840 00	HON (5721)
22	Chair, Office, Mid Back, Upholstered Back, Swivel Tilt, Tilt Tension/Lock Adjustable Arms, Grade 3	HON (HIW MLA, H.U)	100	\$ 340 50	\$ 34,050 00	HON (HIWM1,A.H.U)
23	Chair, Office, Mid Back, Mesh Back, Swivel Tili, Tili Tension/Lock, Adjustable Arms, Grade 3	HON (HIWM1.A.H.M)	100	\$ 340.50	\$ 34,050 00	HON (HIWMLA.ILM)
24	Chair, Conference, High Back, w/Loop Arms, Leather, Polished Frame	HON Basyx (HVL103SB11)	50	<b>S</b> 175.30	<b>s</b> 8,765.00	HON Basyx (HVL.103SB11)
25	Chair, Conference, Big & Tall, High Back, w/Loop Arms, Leather, Black Fstimated Weight Capacity 350 lbs	HON Basyx(HVL685SB11)	50	\$ 352.50	\$ 17,625 00	HON Basyx (HVL685SB11)
26	Chair, Conference, High Back, w/Loop Arms, Black Frame, Grade 3(Fabric or Vinyl), Estimated Weight Capacity 300 lbs	HON (HUEHLF)	50	\$ 347,00	\$ 17,350.00	HON (HIEH.F)
27	Chair, Office, Guest Chair, w/Arms, Metal Frame, Grade 3 Fabric	HON (FIIGS6 F)	50	\$ 260 20	\$ 13,010.00	HON (EIICS6 F)
28	Desk, Student, 4 Leg Classroom Desk, 26" 20", Adj. Height	KI (IWD-IFHA)	1500	<b>S</b> 149,90	\$ 224,850.00	KI (IWD4FHA)
32	Desk, Student, 28":28", Adj. Height	HON Smartlink (HLDV-M3A)	1500	\$ 283.70	\$ 425,550.00	HON IILDV-M3A
33	Book Box Wire	HON Smartlink (HLDA-15)	500	<b>\$</b> 101,50	\$ 50,750.00	HON III.DA-15
34	Felt Gide Cap (each price only)	HON Smartlink (HGDK3-F)	1500	S 60,10	\$ 90,150 00	HON HODK3-F
35	Back Pack Hook	HON (HCLA 65)	500	\$ 45 80	\$ 22,900.00	HON HCLA65
37	Desk, Student, Combo, Single Entry, 26"×20" w/Wire Rack	Ki (IWCDHBR)	2500	<b>S</b> 176 10	\$ 410,250.00	KI IW CDHBR
39	Desk, Teacher, Single Pedestal, Mobile, Locking Pedestal 24":60", Laminate Top w/Comfort Edge	HON Smartlink (11TT 2460RT-R3/L3)	300	\$ 926 80	\$ 278,040.00	HON Smartlink HTL2460RT-R3/L3
41	Desk, Teacher, Single Pedestal	HON (1138251)	300	S 654.50	<b>s</b> 196,350.00	HON 108251
42	Desk, Teacher, Double Pedestal, 4 Drawer, Size 60''W x30''D 29-1/2''11	13ON (1138155)	200	\$ 770 20	s 154,040.00	HON 108155
43	Desk, Teacher, Left Pedestal, Two Drawer, Size 66"W x30"Dx 29-1/2"H, w/Right Return, to Fit w/Left Pedestal Desk	HON (H38292L) and (H38215R)	100	<b>s</b> 1,225.60	\$ 122,560 00	HON H38292L with H38215R
44	Desk, Teacher, Right Pedestal, Two Drawer, Size 66"W x30"D:29-1/2"H, w/Left Return, to Fit w/Right Pedestal Desk	HON (1138291R) and (1138216L)	100	\$ 1,225 60	S 122,560.00	HON H38291R with H38216L
52	Table, Activity, Wisp, 30" 54", Adj. Height	HON (HESN-305415-41.)	100	\$ 305.90	\$ 30,590.00	HON HESN-3054E-41.
53	Table, Activity, Ribbon, 30"x54", Adj. Height	HON (HESW-305415-4L)	100	\$ 281,80	\$ 28,180.00	HON HESW-3054E-4L
54	Table, Activity, Tide, 54", Adj. Height	HON (HETD-54E-4L)	100	\$ 366.50	\$ 36,650 00	HON HETD-SHEAL
61	Table, Cafeteria, Folding, w/Benches	110N (113293012), Palmer Hamilton (19F06293012)	100	<b>S</b> 1,458,40	\$ 145,840.00	palmer hamilton as spec'd
62	Table, Cafeteria, Folding, w/Stools	HON (HS293012), Palmer Hamilton (60T09293012- S12)	100	\$ 1,519.00	<b>\$</b> 151,900.00	palmer hamilton as spec'd
63	Table, Cafeteria, Folding, w/Stools, ADA, Wheelchair Accessible	Palmer Hamilton (59T0729120EL\$10*WC)	25	\$ 1,872.40	\$ 46,810.00	Palmer Hamilton 591'082912013 S10° W C
66	Table, Cafeteria, Folding, Octagonal, Adj. Height	HON (HRN2960), Palmer Hamilton (22M03AJ640C)	100	<b>S</b> 730.30	<b>S</b> 73,030 00	Palmer Hanilton as specified

- '. /

69	Table, Computer, Rectangle, 72" W x 36", Gray and Black, 2 CPU Holders and 2 Grommets	Balt (\$3080)	250	\$ 325,40	<b>\$</b> 81,350.00	balt 83080
78	File Cabinet, 5 Drawer, Letter Size, w/Lock	HON (11215P)	100	\$ 508 20	<b>\$</b> 50,820.00	HON H215P
79	File Cabinet, 4 Drawer, Letter Size, w/Lock	HON (H214P)	100	<b>S</b> 380.30	\$ 38,030.00	HON H214P
80	File Cabinet, 2 Drawer, Letter Size, w/Lock	HON (H212P)	100	S 292.70	\$ 29,270.00	HON H212P
81	File Cabinet, Lateral, 2 Drawer, w/Lock, Heavy Gauge	HON (1682L)	50	\$ 305.60	<b>S</b> 15,280.00	HON H6821.
82	File Cabinet, Lateral, 3 Drawer, w/Lock, Heavy Gauge	110N (116831.)	50	<b>S</b> 427,10	\$ 21,355.00	HON H683I.
83	File Cabinet, Lateral, 4 Drawer, w/Lock, Heavy Gauge	110N (116841.)	50	\$ 530.40	\$ 26,520.00	HON 116841.
84	File Cabinet, Lateral, 5 Drawer, w/Lock, Heavy Gauge	HON (H685L)	50	<b>\$</b> 689,10	<b>\$</b> 34,455.00	HON H685L
85	Bookcase, Metal, Open Front, Approx 35"x12"x29", 2 Shelves	HON (HS30ABC)	50	\$ 93,70	<b>\$</b> 4,685.00	HON HS30A BC
86	Bookcase, Metal, Open Front, Approx 35" x12" x10", 3 Shelves	HON (HS42ABC)	50	\$ 112.30	S 5,615.00	HON H\$42A BC
87	Bookcase, Metal, Open Front, Approx. 35"xt2"x56", 4 Shelves	HON (HS60ABC)	50	\$ 167.60	S 8,380.00	HON EIS60A BC
88	Bookcase, Metal, Open Front, Approx 35" x12" x70", 5 Shelves	HON (HS72ABC)	50	\$ 191.00	\$ 9,550.00	HON HS72ABC
89	Storage Cabinet, Metal, 36"x18"x72", 2 Door w/Lock, 5 Adj. Shelves	Adelphia (872S), HON (SC1872)	50	S .369,80	<b>\$</b> 18,490.00	110N SC1872
91)	Storage Cabinet, Metal, 36"x24x72", 2 Door w/Lock, 5 Adj. Shelves	Adelphia (472S), HON (SC2472)	50	\$ 430.30	\$ 21,515.00	HON SC2472
93	Lab Stools, Adj. Height, 25°-33"	National Public Seating (62241)	100	<b>\$</b> 41,40	\$ 4,140.00	NPS 6224H
94	Lab Stools w/Steel Backrest, Adj, Height 25"-33"	National Public Seating (621811B)	50	<b>\$</b> 55.10	\$ 2,755,00	NPS 6218HB
95	Chair, Folding	National Public Seating (200 Series)	2500	\$ 20,90	\$ 52,250,00	NPS 200 Series
96	Chair, Folding w/Fabric	National Public Seating (2200 Series)	500	\$ 28.30	\$ 14,150.00	NPS 2200 Series
97	Chair, Folding, Caddy, Vertical	National Public Seating (DY50)	10	\$ 213 60	\$ 2,136.00	NPS DY50
99	Stacking Chair Dolly, 4 Wheel	National Public Seating (81), Artco Bell (0168)	10	\$ 38.00	<b>S</b> 380 00	NPS 81
100	Book Truck, Steel w/Six (6) Sloping Shelves	Smith Systems (21001)	25	\$ .395.80	\$ 9,895.00	Smith Systems 21001
101	Colorful Places Seating Rug (seats 25), Size 6' x9, Seat Size 12' x 19,5	Carpet for Kids (8600)	10	\$ 273.20	\$ 2,732.00	CFK 8600
						·

• • •

102	Colorful Places Seating Rug (scats 30), Size 76" x 12", Seat Size 14" x 20"	Carpet for Kids (8612)	10	\$ 380.80	\$ 3,808.00	CFK 8612
103	Colorful Places Scating Rug (scats 30), Size 8'4" 13'4", Seat Size 15" x 23"	Carpet for Kids (8634)	10	\$ 466 IO	<b>\$</b> 4,661,00	CFK 8634
104	Colorful Rows Seating Rug (seats 25), Size 6' x 9, Seat Size 13.5" x 21"	Carpet for Kids (4025)	10	\$ 274 20	\$ 2,742.00	CI-K 4025
105	Colorful Rows Seating Rug (seats 30), Size 84" x 13"4", Seat Size 25 5" x 19"	Carpet for Kids (4034)	10	\$ 466,10	\$ 4,661.00	CIFK 4034
106	Colorful Rows Seating Rug (seats 36), Size 84" x 13'4", Seat Size 25.5" x 15"	Carpet for Kids (4634)	10	\$ 466.10	\$ 4,661,00	CFK 4634
107	Carpet, Learn and Play, Rectangle, Approx. 6'x9', Seats Size 11"x8"	Carpet for Kids (9400)	10	\$ 278.70	\$ 2,787.00	CFK 9400
108	Carpet, Learn and Play, Rectangle, Approx 9x12', Seat Size 15" x12"	Carpet for Kids (9412)	10	\$ 449,40	\$ 4,494.00	CFK 9412
109	Carpet, Rectangular, Solid, Approx 6'X9'	Carpet for Kids (5100)	10	\$ 216.30	\$ 2,163.00	CFK 5100
110	Carper, Rectangular, Solid, Approx 9X12	Carpet for Kids (5112)	10	<b>s</b> 315.40	\$ 3,154.00	CFK 5112
113	Name Tag Holders - 5 Pack, W3"xD1"XH1"	Jonti-Craft (1700JC5)	I	\$ 10.20	\$ 10.20	Jonti-Craft (1700JC5)
114	Four-Shelf Bookcase, W 36" xD 12" xf 160", 85 lbs.	Jonti-Craft (1725JC)	- 1	<b>\$</b> 481,30	<b>\$</b> 481,30	Jonti-Craft (1725JC)
115	Three-Shelf Bookcase, W36"xD12"xH48", 69 lbs.	Jonti-Craft (1724JC)	I	\$ 403.40	\$ 403,40	Jonti-Craft (1724JC)
117	Flushback Pick-a-Book Stand, W30"xD13.5"xH27.5", 46 lbs,	Jonti-Craft (3514JC)	1	\$ 205.00	\$ 205.00	Jonti-Craft (3514JC)
118	Double Sided Pick-a-Book Stand - Mobile, W30"xD16.5" XH30", 52 lbs.	Jonti-Craft (3507JC)	-	\$ 252.60	\$ 252.60	Jonti-Craft (3507JC)
119	Stool, Classroom Select NeoRok, 15" Seat	School Specialty (1496633)	1	\$ 108-40	\$ 108.40	as specified
120	Flower Activity Table, Adjustable Height	School Specialty (1362588), Allied (FS60FLXX)	5	\$ 451.70	\$ 2,258.50	as specified
123	Ridgeline Activity Table, Kidney - Maple, W30' xL60" Adj. Height	Jonti-Craft (6525JCE011)	· 1	\$ 239.60	\$ <u>239.60</u>	Janti-Cruft (6525JCE011)
131	Sofa, 3-Seat, Closed Arms	HON Basyx (HVL873)	1	\$ 870 70	<b>S</b> 870.70	HON Basyx (HVL873)
132	Sofa, 2-Seat, Closed Arms	HON Basyx(HVL872)	I	\$ 697,00	<b>S 6</b> 97,00	HON Basyx (HVL872)
133	Chair, Closed Arms	HON Basyx(HV1.871)	1	<b>\$</b> 549,90	\$ 549,90	HON Basyx (HVL871)
141	Desk/Table, Adjustable Height, 3-Stage Base, 60" x24" Top	HON (IHAT2460W)	I	<b>S</b> 841.70	\$ 841,70	HON (EIHA T2460W)

. •. .

143	Top, 961."x48W" w/Base	HON (HTLC4896/HTLP96)	1	\$ 769.90	<b>\$</b> 769,90	HON (HTLC4896/HTLP96)
	Internort Data/Power Kit	HON (HTPWRGROM I)		S 192.50	\$ 192.50	HON (HTPWRGROM I)
145	Top. 120"Lx48W" w/Base	HON (TLT48120T.N.N.N/TLT120)		\$ 889.00	s 889.00	HON 11TLC48120+11TLP120
146	Тор, 96L"x 48W" w/Base	HON (TLT48%T.N.N.N/TLT96)		<b>\$</b> 764.80	\$ 761.80	BON (TLT48%T,N.N.N/TLT96)
150	Desk, Double Pedestal, Approx. 60"x 30"	HON (1110573)	1	\$ 596.90	<b>\$</b> 596.90	HON (H10573)
151	Desk, Single Pedestal, 1/R Approx 66''x 30''x 29-1/2''	HON (#10584L/H10583R)	1	<b>\$</b> 529,70	<b>\$</b> 529.70	HON (11105841/1110583R)
152	Return, Right or Left, 48"x 24"	EION (1105158/1105161.)	l	\$ 426.50.	\$ 426.50	HON (1110515R/1110516L)
153	Laterul File, 2 Drawer, 36''W	HON (H10563)	1	\$ 495.30	<b>S</b> 495.30	HON (H10563)
154	Bookcase, 4 Shelves, 54"Hx36"W	HON (11105534)		<b>\$</b> 361,90	<b>\$</b> 361,90	HON (H105534)
155	Desk, Double Pedestal 66x30 Concinnity	HON (IINL3066DPRF)	1	\$ 918.20	\$ 918 20	HON (HNL3066DPRF)
156	Desk, Single Pedestal 66x30 Concinnity	HON (HNL30661.PRF)	1	\$ 781,20	S 781,20	HON (IINL3066LPRF)
157	Return 48* Concinnity	HON (HNL2448RP/HNL2448LP)	i	\$ 519.40	S 519,40	HON (HNI,2448RP/HNI,2448LP)
158	Stack on Storage (Hutch) Concinnity	1001 (118-36781.1.)	1	\$ 701.60	\$ 701,60	110N (HNL3678LL)
159	Lateral File 2-Drawer Concinnity	HON (11NL2436LD2)	1	\$ 583,10	S 583.10	HON (HNL2436LD2)
160	Bookcase Hutch 2-Shelf Concinnity	HON (IINL3636BHXD)	1	\$ 291.60	\$ 291,60	HON (HNL3636BHXD)
161	Bookcase 4-Shelf Concinnity	HON (HNL1530BK4)	1	<b>\$</b> 363,40	\$ 363,40	HON (EINL1530BK4)
162	Desk, Double Pedestal, 66° x30"	HON (FI94276)	I	\$ 1,189.20	\$ 1,189.20	HON (1194276)
163	Desk, Single Pedestal, 1/R Approx. 66"x30"x 29-1/2"	HON (H94284L/H94283R)	1	\$ 1,003.40	<b>\$</b> 1,003-40	HON (11942841/H94283R)
164	Return, Right or Left, 48"x24"	HON (H94216L/1194285R)	I	\$ 685.20	\$ 685,20	HON (H94216L/H94285R)
165	Stack on Storage for L-Shaped Workstation, 76"W	HON (1194237K)	1	\$ 805.80	\$ 805,80	HON (H94237K)
166	Stack on Storage, 70" W	HON (1194234K)	1	\$ 776 00	<b>\$</b> 776.00	HON (H94234K)
167	Lateral File, 2 Drawer, 36''W	HON (1194223)	1	\$ 703.20	\$ 703,20	HON (H94223)
168	Bookcase Hutch, 3 Shelves; 2 Adj, for Lateral	HON (1194210)	1	\$ 471,20	s 471,20	HON (H94210)
169	Bookcase, 4 Shelves 35 ¼" × 64" 11	HON (1494224)	1	<b>\$</b> \$59.00	<b>\$</b> 559,00	HON (H94224)

• \* . ...

## Notice of Award RFP 029-19

# Percentage off Discount

K-12 Student Furniture						
	Manufacturer	% Off Discount				
181	Carpets For Kids	9%				
183	Community	43%				
186	HON	50%				
188	KI	33%				
190	Lesro	36%				
192	MooreCo	36%				
194	National Public Seating					
196	Palmer Hamilton	37%				
199	Smith Systems	32%				
	Systems Furniture					
	Manufacturer	% Off Discount				
202	HON	51%				
	Casegoods Fur	niture and Office Seating				
	Manufacturer	% Off Discount				
204	Arcadia	32%				
205	Balt	32%				
206	Global	46%				
207	HON	50%				
208	National Public Seating	38%				
	Metal Filing, I	Bookcases and Storage				
	Manufacturer	% Off Discount				
213	HON	50%				
214	Fleetwood	31%				
	Library					
	Manufacturer	% Off Discount				
215	BCI Libraries	6%				
218	Hale	29%				
219	Russwood	50%				

• • • • •

## Notice of Award RFP 029-19

.

Additional Discounts Offered				
Manufacturer & Category	% Off Discount			
Allsteel	44%			
Diversified	37%			
Evolve	44%			
Fleetwood	29%			
Global	50%			
IMF - Invincible	45%			
CEF Incorporated	18%			
Liat	39%			
Maxon	48%			
Open Plan System	42%			
OTG	48%			
The Senator Group	37%			
VS	18%			



Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

#### Lakeshore 2695 E. Dominguez Street Carson, CA 90895 Telephone: 800.421.5354 Contact Email: <u>biddept@lakeshorelearning.com</u>

## SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

Lakeshore has been selected as the vendor to provide services in accordance with the above-mentioned **RFP**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Lakeshore** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### INITIAL CONTRACT TERM

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

## **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

## CONTRACT AWARD ESTIMATED AMOUNT

#### The estimated amount of award is:

See Percentage off Discount on Page 5

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

## LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

### AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

## FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

#### **CRIMINAL BACKGROUND CHECKS**

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

**Personally Identifiable Information** includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

•

ACCEPTED BY: FOR THE FIRM:	FOR THE BOARD OF EDUCATION:
Aules Japas 8/20/2019 SIGNATURE DATE	SIGNATURE Dr Johnna Smarr 11.1.2019 DATE
Audrey Lopez	Johnna Smarr NAME:
Bid Analyst	Acting Director, Purchasing & Supply Services TITLE
Lakeshore Equipment Company dba Lakeshore Learning Materials FIRM	FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-998
	Man 2 fossult 11.4.19 SIGNATURE DATE

Mark Fossett NAME:

Associate Superintendent for Supporting Services TITLE

top to DATE SIGNATURE

Barry Stanton NAME:

Chief Operating Officer

TITLE

.

# **Contract Pricing**

K-12 Student Furniture						
	Manufacturer	% Off Discount				
189	189 Lakeshore 7%					
Additional Discounts Offered						
Manufacturer & Category		% Off Discount				
Lakeshore Learning Materials - All Categories		7%				



Johnna Smarr, Acting Director

Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

School Specialty 100 Paragon Parkway Mansfield, OH 44903 Telephone: 800.818.5537 Contact Email: <u>Greg.Clemens@schoolspecialty.com</u>

## SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

School Specialty has been selected as the vendor to provide services in accordance with the above-mentioned RFP. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **School Specialty** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### INITIAL CONTRACT TERM

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

#### CONTRACT AWARD ESTIMATED AMOUNT

#### The estimated amount of award is:

See Percentage off Discount on Page 5

#### THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE

**DELIVERIES** at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

## Notice of Award RFP 029-19

## LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

## **AVAILABILITY OF FUNDS**

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

## FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasseer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state.
  (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

## CRIMINAL BACKGROUND CHECKS

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

<u>Personally Identifiable Information</u> includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

## School Specialty

. . .....

-

. . ....

- -7

1

•

----

,

Notice of Award RFP 029-19

- - - - -

••

---

## Page 4

- -----

ACCEPTED BY:					
FOR THE FIRM:	FOR THE BOARD OF EDUCATION:				
SIGNATURE DATE	. Olmma torks prisonna Smarr 11.1.0019 SIGNATURE DATE				
Leonard Adkins NAME	Johnna Smarr NAME:				
Assistant Secretary TITLE	Acting Director, Purchasing & Supply Services TITLE				
School Specialty, Inc. FIRM	FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-998				
	Mark Fossett NAME: Associate Superintendent for Supporting Services				
	TITLE TITLE Barry Stanton DATE Barry Stanton				

-- --

Chief Operating Officer TITLE

- ... ..

----

\_\_\_.

.

## Notice of Award RFP 029-19

# Percentage off Discount

K-12 Student Furniture					
	Manufacturer % Off Discount				
186 HON 33%		33%			
194	National Public Seating	30%			
198	School Specialty	14% (off Furniture & Equipment catalog)			
	Casegoods Furniture and Office Seating				
Manufacturer		% Off Discount			
205	205 Balt 32%				
207	HON	30%			
208	National Public Seating 33%				
209	209 Safco 35%				

.

.



Ace of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

Tri-Logistics 9108 Westphalia Road, Suite A Upper Marlboro, MD 20774 Telephone: 301.736.1085 Contact: Brandi McCoy Contact Email: <u>brandi@tri-logistics.net</u>

## SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

Tri Logistics has been selected as the vendor to provide services in accordance with the above-mentioned **RFP**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Tri Logistics** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

## CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

\$ 74,447.35

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

## LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

## **AVAILABILITY OF FUNDS**

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

## FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

## Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state.
  (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

(cud in person (cud in person (cud in person (cud in person)

**Tri Logistics** 

## Notice of Award RFP 029-19



## LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

### AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

## FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

# CRIMINAL BACKGROUND CHECKS

1.72

## 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

<u>Personally Identifiable Information</u> includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

f

ACCEPTED BY:	FOR THE BOARD OF EDUCATION:
Arhen Alle August 26, 2019	Amon 9/21/19
SIGNATURE DATE DATE	SIGNATURE
NAME	Johnna Smarr NAME:
President/CEO	Acting Director, Purchasing & Supply Services TITLE
Tri-Logistics	FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY
FIRM	UPPER MARLBORO, MARYLAND 20772-998
	Man Efosul 11.4.19
	SIGNATURE DATE
	NAME:

Associate Superintendent for Supporting Services TITLE

July 11/4/19 SIGNATURE DATE

.

Barry Stanton

NAME:

Chief Operating Officer TITLE



## **CRIMINAL BACKGROUND CHECKS**

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
- iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

**Personally Identifiable Information** includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

• 1<sup>.0</sup>

## Notice of Award RFP 029-19

# **Contract Pricing**

Item Number	Description/Specification	Sample Brand/Model	Estimated Oty	Unit/NET Price	1	Extended Price	Proposed Brand/Model
55	Folding Table, 30"x72" Fixed 27" Height	Correll (F3072P27)	50	\$219.45	\$	10,972.50	Correlt
56	Folding Table, 30"x72", Fixed 29" Height	Correll (F3072P29)	50	\$197.94	\$	9,897.00	Correll
57	Folding Table, 30"x72", Adj. Height (22"-29")	Artco Bell (1550), Correll (CFA3072P)	50	\$237.53	\$	11,876,50	Correll
58	Folding Table, 30"x60", Fixed 27" Height	Correll (F3060P27)	50	\$200.85	\$	10,042.50	Correll
59	Folding Table, 30"x60", Fixed 29" Height	Correll (F3060P29)	50	\$180.19	\$	9,009.50	Correll
60	Folding Table, 30"x60", Adj. Heights (22"-29")	Artco Bell (1530), Correll (CFA3060P)	50	\$219.93	\$	10,996.50	Согтеї
75	Table, Library, Rectangle, 30"x60"x29"	Jonti-Craft (S8929JCC), Allied (LC3060)	10	\$210.97	\$	2,109.70	Jonti Craft
76	Table, Library, Round, 48" Diameter, 29" Height	Jonti-Craft (54329JCC), Allied (LB48CR)	10	\$212.75	s	2,127.50	Jonti Craft
111	25 Cubbies-Tray Mobile Storage w/ Colored Trays, W48"xD15"xH35.5, 145 lbs.	Jonti-Craft (0426JC)	1	\$607.67	\$	607.67	Jonti Craft
112	5 Section Coat Locker, W48"xD15"xH50.5", 123 lbs.	Jonti-Craft (2681JC)	1	\$503.65	\$	503.65	Jonti Craft
116	Two-Shelf Bookcase, W36"xD12"xH36", 58 lbs.	Jonti-Craft (1723JC)	1	\$384.94	\$	384,94	Jonti Craft
137	End Table, Wood	Lesro (L1470T5)	1	\$243.31	\$	243.31	Lesro
138	Coffee Table, Wood	Lesro (L1270T5)	1	\$169.25	\$	169.25	Lesro
140	Monitor Arm w/Keyboard Shelf, Clamp Attachment	HON (HS1101)	1	\$379.95	\$	379,95	HON
141	Desk/Table, Adjustable Height, 3-Stage Base, 60"x24" Top	HON (HHAT2460W) / HHAT3S2460W	1	\$794.14	\$	794.14	HON
142	Top, 120°Lx48W <sup>*</sup> w/Base	HON (HTLC48120GN/HTLP120)	1	\$851.77	\$	851.77	HON
145	Top, 120"Lx48W" w/Base	HON (TLT48120T.N.N.N/TLT120) / HTLA48120 & HTLP 120	1	\$851.82	\$	851.82	HON
146	Top, 96L"x 48W" w/Base	HON (TLT4896T.N.N.N./TLT96) / HTLA4896 & HTLP96	1	\$771.31	\$	771.31	HON
147	Table, Rectangle 120"x48" 2" Laminate Top	LORELL (LLR PRC4860MY / LLR PLB24HMY)	1	\$414.78	\$	414,78	Lorell
148	Table, Rectangle 96"x48" 1.5" Laminate Top	LORELL (LLOR 34338 / LLR 69151))	1	\$430.41	\$	430.41	Lorell
151	Desk, Single Pedestal, L/R Approx. 66"x 30"x 29- 1/2"	HON (H10584L/H10583R)	1	\$560.95	\$	560.95	HON
152	Return, Right or Left, 48"x 24"	. HON (H10515R/H10516L)	1	\$451.70	\$	451.70	HON

.

.

..
٠

#### Notice of Award RFP 029-19

### Percentage off Discount

	Manufacturer	% Off Discount					
184	Correli	33%					
186	HON	52%					
187 ·	Jonti-Craft	47%					
188	кі	29%					
189	Lakeshore	5%					
190	Lesro	43%					
191	Lorell	51%					
192	MooreCo	55%					
194	National Public Seating	36%					
197	Scholar Craft	60%					
	Systems Furn	iture					
	Manufacturer	% Off Discount					
202	HON	51%					
	Casegoods Furniture and	d Office Seating					
	Manufacturer	% Off Discount					
205	Balt	55%					
206	Global	63%					
207	HON	52%					
208	National Public Seating	40%					
209	Safco	51%					
	Metal Filing, Bookcase	s and Storage					
	Manufacturer	% Off Discount					
213	HON	61%					

.

<u>ه</u> م

## Notice of Award RFP 029-19

## Percentage off Discount

	V.2.	· · · · · · · · · · · · · · · · · · ·							
	Manufacturer	% Off Discount	% Off Discount						
184	Correll	33%							
186	HON	52%							
187	Jonti-Craft	47%							
188	кі	29%							
189	Lakeshore	5%							
190	90 Lesro 43%								
191	Lorell	51%							
192	MooreCo	55%							
194	National Public Seating	36%							
197	Scholar Craft	60%							
	Systems	Furniture							
_	Manufacturer	% Off Discount							
202	HON	51%							
	Casegoods Furnitur	e and Office Seating	2						
	Manufacturer	% Off Discount							
205	Balt	55%							
206	Global	· 63%	,						
207	HON	52%	ł						
208	National Public Seating	40%							
209	Safco	. 51%	•						
	Metal Filing, Book	cases and Storage							
	Manufacturer	% Off Discount							
213	HON	61%							
L									

:

;

Å



Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

NOTICE OF CONTRACT AWARD

August 16, 2019

Dariya Jackson Telephone: 301.952.6726 Fax: 301.952.6605 Email: <u>Dariya.Jackson@pgcps.org</u>

U.S. Office Solutions 2614 28<sup>th</sup> Street, NE Washington, DC 20018 Telephone: 202.526.8767 Contact Email: <u>curtisf@usofficesolution.com</u> ymeseretu@usofficesolution.com

#### SUBJECT: RFP 029-19 - Classroom and Administrative Furniture

**U.S. Office Solutions** has been selected as the vendor to provide services in accordance with the above-mentioned **RFP**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **U.S. Office Solutions** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from August 16, 2019 – August 15, 2020.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed two (2) additional one (1) year periods.

#### CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

1,697.392.65

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

#### Notice of Award RFP 029-19

#### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

#### **AVAILABILITY OF FUNDS**

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

This notice of award, plus the solicitation, your offer and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

#### FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Employees Having Direct Contact with and/or Uncontrolled Access to Students:

- Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module Prince George's County Child Abuse: Mandatory Reporting and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasseer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### Restrictions on Employee Assignments:

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state.
   (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

#### CRIMINAL BACKGROUND CHECKS

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance with Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendors' violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor

**Personally Identifiable Information** includes any information that can be associated with or traced to any individual, including an individual's name, address, telephone number, e-mail address, credit card information, social security number, or other similar specific factual information, regardless of the media on which such information is stored (e.g., on paper or electronically) and includes such information that is generated, collected, stored or obtained as part of this Agreement, including transactional and other data pertaining to users. The parties will comply with all applicable privacy and other laws and regulations relating to protection, collection, use, and distribution of Personally Identifiable Information. In no event may PII be sold or transferred to third parties, or otherwise provide third parties with access thereto. If there is a suspected or actual breach of security involving Personally Identifiable Information, the parties will notify each other within twenty-four (24) hours of a management-level employee becoming aware of such occurrence.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 029-19** for all applicable terms and conditions.

.

ACCEPTED BY: FOR THE FIRM: SIGNATURE Yelake Meseretu	<u>10/1/2019</u> DATE	FOR THE BOARD OF EDUCATION: Umma bales for Johnva Smarv 11.1.2019 SIGNATURE DATE Johnna Smarr
NAME         Managing Director         TITLE         U.S. Office Solutions         FIRM		NAME: Acting Director, Purchasing & Supply Services TITLE FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-998

11.4.19 sult SIGNATURE DATE

Mark Fossett NAME:

Associate Superintendent for Supporting Services TITLE

DATE SIGNATURE

Barry Stanton NAME:

Chief Operating Officer TITLE e.

#### Notice of Award RFP 029-19

## **Contract Pricing**

ltern Number	Description/Specification	Sample Brand/Model	Estimated Qty	Unit Price	Extended Price	Proposed Brand/Model
16	Chair, Teacher, Adj, Height Task Chair, w/ and w/out Arm, Black Fabric and Vinvi	Safco (3391BL) (3391BV) (3399BL)	200	\$ 328.10	\$ 65,620.00	Safco(3391BL)
17	Chair, Teacher, Adj. Height Task Chair, without Arm Black Fabric and Vinvi	Safco (3391BL) (3391BV)	200	\$ 285.32	\$ 57,064.00	Satco(3391BV)
18	Chair, Teacher, Adj. Height Task Chair, w/ and w/out Arm. Mash Back, Black Fabric and Vinyl	Safco (3397BL) (3397BV) (3399BL)	200	\$ 317,06	\$ 63,412.00	Safco(3397BV)
19	Chair, Teacher, Adj. Height Task Chair, without Arm, Mesh Back, Black Fabric and Vinyl	Safco (33978L) (33978V)	200	\$ 273.82	\$ 54,764.00	Safco(3397BL)
20	Chair, Office, Swivol, Mid Back, Synchro Tilt w/Integral Lumbar Support, Adjustable Arms, Grade	HON (HLWU,Y1,A)	100	\$ 425.40	\$ 42,540.00	HON (HLWU Y1.A)
21	Chair, Office, Swivel, Mid Back, Synchro Tilt, Seat Glide w/integral Lumbar Support, Adjustable Arms.	HON (HLWUBT, Y1.A)	100	\$ 623.95	\$ 62,395.20	HON (HLWUBT.Y1.A)
31	Desk, Student, Huddle, 18"x30", Adj. Height	Smith System (01265)	2500	\$ 150.63	\$ 376,575.00	Smith System (01265)
37	Desk, Student, Combo, Single Entry, 26"x20" w/Wire Back	KI (IWCDHBR)	2500	\$ 232.80	\$ 582,000.00	KI (IWCDHBR)
40	Desk, Teacher, Single Pedestal, Mobile, Locking Pedestal 24"x60"	Smith System (26160/26161)	300	\$ 589.00	\$ 176,700.00	Smith System (26160/26161)
67	Table, Computer, Rectangle 30"x60" w/Grommets	HON (H66571)	100	\$ 481.04	\$ 48,103.50	HON (H66571)
68	Table, Computer, Rectangle, 36" W × 36"D, Gray and Black, w/Grommet	Balt (63681)	250	\$ 97,80	\$ 24,450.00	Balt (83681)
69	Table, Computer, Rectangle, 72* W × 36*, Gray and Black, 2 CPU Holders and 2 Grommets	Ball (83080)	250	\$ 313.23	\$ 78,308.38	Balt (83080)
70	Table, Computer, Rectangle, 42*, ADA Compliant, Adi, From 25'- 37*, Keyboard Shelf Adi,, 16* D	Ball (89491)	250	S 114.75	\$ 28,687.50	Balt (89491)
71	Planner Work Station, 3 Student Trapezoid, 40"x40"x80" Around	Smith Systems (24580)	10	\$ 701.40	\$ 7,014.00	Smith Systems (24580)
72	Riser Shelf for Above, 21"x45", 16"-20" Adj. Helght	Smith Systems (01792)	10	\$ 386.00	\$ 3,860,00	Smith Systems (01792)
98	Chair, Folding, Caddy, Double Tier	National Public Seating (84)	10	\$ 280.00	\$ 2,800.00	NPS(84)
124	a Activity Table - Kidney - Maple, W36"xL72" Adj. He	Allied (F6372K/L-20AR)	1	\$ 406.38	\$ 406.38	Allied (F6372K/L-20AR)
126	Table, 3/4" Plywood, W24"xL36", 27 lbs.	Allied (DLPL2436/L-20AR)	1	\$ 258.50	\$ 258.50	Allied (DLPL2436/L-20AR)
127	Table, 3/4" Particleboard, W24"xL36", 29 lbs.	Allied (DLTQ2436/L-20AR)	1	\$ 226.00	\$ 226.00	Allied (DLTQ2436/L-20AR)
128	Table, 1 1/8" Particleboard, W24"xL36", 37 lbs.	Allied (DLCC2436/L-20AR)	1	\$ 239.00	\$ 239.00	Allied (DLCC2436/L-20AR)
129	Cot, Full Size, 5 pack	Mahar Manufacturing (500TA), Wood Designs (97888)	30	\$ 213.00	\$ 6,390.00	Wood Designs (97888)
130	Display Case	Waddell (2010-5)	1	\$ 1,536.40	\$ 1,536.40	Waddell (2010-5)
139	Sit Stand Workstation White or Black	Fellows (0007901)	1	<b>\$</b> 593.50	\$ 593.50	Fellows (0007901)
149	Table, Rectangle 72"x36" 1.5" Laminate Top	LORELL (34340)	1	\$ 419.10	\$ 419.10	LORELL (34340)
170	Flourish Veneer Desk Double Ped 72x36	NATL (19N3672DDFW8)	1	\$ 1,778.60	\$ 1,778.60	NATI. (19N3672DDFW8)
171	Flourish Venger Desk Double Ped 66x30	NATL (19N3067DDFW8)	1	\$ 1,705.40	\$ 1,705.40	NATL (19N3067DDFW8)
172	Flourish Veneer Desk Single Ped 72x36	NATL (19N3672D R/L FW1)	1	<b>\$</b> 1,543.40	\$ 1,543.40	NATL (19N3672D R/L FW1)
173	Flourish Venoer Desk Single Pod 66x30	NATL (19N3067D R/L FW1)	1	\$ 1,464.20	\$ 1,464.20	NATI. (19N3067D R/L FW1)
174	Flourish Veneer Return 48"	NATL (19N2451R R/L EFW2)	1	\$ 1,196.60	\$ 1,196.60	NATL (19N2451R R/L EFW2)
175	Flourish Veneer Kneespace Credenza	NATL (19N2472CKFW2)	1	\$ 1,640.60	\$ 1,640.60	NATL (19N2472CKFW2)
176	Flourish Veneer Hutch 72"	NATL (19N7236HBHW)	1	\$ 1,640.60	\$ 1,640.60	NATL (19N7236HBHW)
177	Flourish Veneer Hutch 72"	NATL (19N2436LFF2W)	1	\$ 1,073.60	\$ 1,073.60	NATL (19N2436LFF2W)
178	Flourish Veneer Bookcase 5-Shelf	NATL (19N3666BCOFW)	1	\$ 987.20	\$ 987.20	NATL (19N3666BCOFW)

•

#### Notice of Award RFP 029-19

## Percentage off Discount

	Manufacturer	% Off Discount
179	Allied	40%
180	Artco Beli	70%
181	Carpets For Kids	60%
182	Columbia	60%
183	Community	60%
184	Correll	60%
185	ECR 4Kids	70%
186	HON	60%
187	Jonti-Craft	60%
188	ĸı	50%
189	Lakeshore	40%
190	Lesro	60%
191	Lorell	80%
192	MooreCo	80%
193	National	60%
194	National Public Seating	65%
195	NorvaNivel	60%
196	Palmer Hamilton	30-40%
197	Scholar Craft	60%
198	School Specialty	40%
199	Smith Systems	50%

	Systems Furniture								
	Manufacturer % Off Discount								
200	AIS	60%							
202	HON	60%							
203	Trendway	60%							

# U.S. Office Solutions

#### Notice of Award RFP 029-19

	Casegoods Furniture and Office Seating							
Manufacturer % Off Discount								
205	Balt	80%						
206	Global	65%						
207	HON	65%						
208	National Public Seating	60%						
209	Safco	70%						
210	Trendway	65%						

	Metal Filing, Bookcases and Storage							
	Manufacturer	% Off Discount						
211	Adelphia	40%						
213	HON	60%						

	Library						
· · · · ·	Manufacturer % Off Discount						
215	BCI Libraries	60%					
216	Bretford	55%					
217	DEMCO	40%					
218	Hale	40%					
219	Russwood	60%					

Additional Discounts Offered							
Manufacturer & Category	% Off Discount						
Joy Carpet	70%						
Enworks	60%						
Virco	70%						
Penco	50%						
Sundusky	60%						
ASI	60%						
Rubbermaid	60%						
Ghent	60%						

Functional Area Labor Rates

	Paranese service crowers from the service c	
Administrator, Systems	\$ 75.00 \$ 75.0	
Analyst, Computer Software/Integration (Senior)	\$ 190.00 \$ 1	
Analyst, Computer Systems (Junior)	\$ 130.00       \$ 130.00 <td< td=""><td></td></td<>	
Analyst, Computer Systems (Senior)	\$ 155.00 \$ 1	
Analyst, Systems (Senior)	\$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00       \$ 155.00	
Application Developer, Advanced Technology	\$ 115.00         \$ 115.00	
Application Developer, Advanced Technology (Senior)	\$ 125.00 \$ 1	
Application Development Expert	\$ 145.00 \$ 1	
Applications Programmer	\$ 140.00       \$ 140.00 <td< td=""><td></td></td<>	
Architect, Application (Senior)	\$ 210.00 \$ 2	
Architect, Information Technology (Senior)	\$ 210.00       \$ 210.00 <td< td=""><td></td></td<>	
Architect, Internet/Web	\$ 165.00 \$ 1	
Architect, Systems (Senior)	S 200.00 S 200 S 200.00 S 200.00 S 200.00 S 200.00 S 200.00 S 200.00 S 200.	
Architect, System Design	\$ 200.00 \$ 2	
Auditor, II (Senior)	\$ 115.00 \$ 1	
Computer Graphics Illustrator	\$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 110.00 \$ 100.00 \$ 1	
Computer Operations Center Specialist	\$ 155.00 \$ 1	
Computer Operations Research Analyst	\$ 14000 \$ 1400	
Computer Operator	5 10000 5 1000	
Computer Operator (Senior)	\$ 12000 \$ 1200	
Computer Programmer (Senior)	\$ 125.00 \$ 1	
Computer Programmer (Senior)	\$ 155.00 \$ 1	
Computer Specialist	\$ 145.00 \$ 1	
Computer Specialist (Senior)	\$ 165.00 \$ 1	
Computer Systems Programmer	\$ 140,00 \$ 1	
Computer Systems Programmer (Senior)	\$ 155.00 \$ 1	
Database Management Specialist (Sunior)	\$ 155.00 \$ 1	
Database Management Specialist (Senior)	\$ 175.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 115.00 \$ 1	
Database Manager	\$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$ 155.00 \$	
Electrician Journoyman	3 103.00 3 1	
Electrician, Journeyman	2 3200 2 3200 2 3200 2 3200 2 3200 3 9200 3 9200 3 9200 2 9200 2 9200 2 9200 2 9200 3 9200 3 9200 3 9200 2	
Electrician Helper	3 135/0 3 135/	
Engineer Facility Operations		
Engineer Information		
Engineer, Information (Senior)	5 200.00 5 2	
Engineer, Information Security	\$ 210,00 \$ 210,00 \$ 210,00 \$ 210,00 \$ 210,00 \$ 210,00 \$ 210,00 \$ 200,00 \$ 2	
Engineer, Interdisciplinary	5 165 00 5 1	
Engineer, Interdisciplinary (Senior)	5 210,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,00 5 20,	
Engineer, Network (Junior)	5 120.00 5 1	
Engineer, Network (Senior)		
Engineer, Network Security	5 175 00 5 1	
Engineer, Radio Frequency	\$ 145.00 \$ 14	
• • •		

(CDN)

125 NORTH DOURT ST WESTHINGTON, HD 21157

Engineer, Software	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00 \$ 150	00 \$ 150.00	\$ 150.00	\$ 150.00 \$ 150.	00 \$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	150.00	
Engineer, Stationary	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00 \$ 150	00 \$ 150.00	\$ 150.00	\$ 150.00 \$ 150.	0 \$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	150.00	
Engineer Systems	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00 \$ 130	0 \$ 130.00	\$ 130.00	\$ 130.00 \$ 130	0 \$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	130.00	
Engineer, Systems (Senior)	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00 \$ 165	0 \$ 165.00	\$ 165.00	\$ 165.00 \$ 165	0 \$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	165.00	
Engineer, Systems Design	\$ 165.00	\$ 165.00	¢ 165.00	\$ 165.00 \$ 165	00 \$ 105.00	\$ 165.00	\$ 165.00 \$ 165.	0 \$ 165.00	¢ 165.00	¢ 165.00	\$ 165.00	¢ 165.00	165.00	
Excilities Engineering Manager	\$ 125.00	\$ 135.00	¢ 125.00	\$ 135.00 \$ 105	00 \$ 105.00	\$ 125.00	\$ 105.00 \$ 105.	0 \$ 105.00	¢ 135.00	\$ 125.00	\$ 125.00	¢ 125.00	135.00	
Eacilities Engineering Wanager	\$ 100.00	\$ 100.00	\$ 100.00	\$ 123.00 \$ 123	0 \$ 125.00	\$ 100.00	\$ 123.00 \$ 123.	0 \$ 125.00	¢ 100.00	\$ 123.00	\$ 123.00	\$ 125.00	100.00	
Facilities Specialist Level I	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00 \$ 100	0 \$ 100.00	\$ 100.00	\$ 100.00 \$ 100.	0 \$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	105.00	
	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00 \$ 105	JU \$ 105.00	\$ 105.00	\$ 105.00 \$ 105.	JU \$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	105.00	
Facilities Specialist Level III	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00 \$ 115	00 \$ 115.00	\$ 115.00	\$ 115.00 \$ 115.	0 \$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	115.00	
Facilities Specialist - Lead	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00 \$ 120	00 \$ 120.00	\$ 120.00	\$ 120.00 \$ 120.	0 \$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	120.00	
Facility Operations Supervisor	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00 \$ 110	00 \$ 110.00	\$ 110.00	\$ 110.00 \$ 110.	00 \$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	110.00	
Fiber Optic Technician	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00 \$ 135	00 \$ 135.00	\$ 135.00	\$ 135.00 \$ 135.	00 \$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	135.00	
Geographic Information Systems Analyst	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00 \$ 135	00 \$ 135.00	\$ 135.00	\$ 135.00 \$ 135.	00 \$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	135.00	
Geographic Information Systems Specialist	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00 \$ 145	00 \$ 145.00	\$ 145.00	\$ 145.00 \$ 145.	00 \$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	145.00	
Geographic Information Systems Technician I	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00 \$ 120	00 \$ 120.00	\$ 120.00	\$ 120.00 \$ 120.	00 \$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	120.00	
Geographic Information Systems Technician II	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00 \$ 130	00 \$ 130.00	\$ 130.00	\$ 130.00 \$ 130.	00 \$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	130.00	
GeoSpatial Web Developer (Mid-Level)	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00 \$ 150	00 \$ 150.00	\$ 150.00	\$ 150.00 \$ 150.	00 \$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	150.00	
GeoSpatial Web Developer (Senior)	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00 \$ 175	00 \$ 175.00	\$ 175.00	\$ 175.00 \$ 175.	00 \$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	175.00	
Group Facilitator (Senior)	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00 \$ 160	00 \$ 160.00	\$ 160.00	\$ 160.00 \$ 160.	00 \$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	160.00	
Help Desk Manager	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00 \$ 115	00 \$ 115.00	\$ 115.00	\$ 115.00 \$ 115.	00 \$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	115.00	
Help Desk Specialist (Junior)	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00 \$ 90	00 \$ 90.00	\$ 90.00	\$ 90.00 \$ 90.	00 \$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	90.00	
Help Desk Specialist (Senior)	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00 \$ 105	00 \$ 105.00	\$ 105.00	\$ 105.00 \$ 105.	00 \$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	105.00	
Internet/Intranet Site Developer (Junior)	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00 \$ 125	00 \$ 125.00	\$ 125.00	\$ 125.00 \$ 125.	00 \$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	125.00	
Internet/Intranet Site Developer (Senior)	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00 \$ 155	00 \$ 155.00	\$ 155.00	\$ 155.00 \$ 155.	00 \$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	155.00	
IT Professional (Senior)	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00 \$ 155	00 \$ 155.00	\$ 155.00	\$ 155.00 \$ 155.	0 \$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	155.00	
Network Administrator	\$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00 \$ 95	00 \$ 95.00	\$ 95.00	\$ 95.00 \$ 95.	0 \$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00	95.00	
Network Manager	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00 \$ 165	00 \$ 165.00	\$ 165.00	\$ 165.00 \$ 165.	00 \$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	165.00	
Network Technician (Junior)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00 \$ 75	00 \$ 75.00	\$ 75.00	\$ 75.00 \$ 75.	00 \$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	75.00	
Network Technician (Senior)	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00 \$ 105	DO \$ 105.00	\$ 105.00	\$ 105.00 \$ 105.	00 \$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	105.00	
Office Automation Specialist	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00 \$ 140	00 \$ 140.00	\$ 140.00	\$ 140.00 \$ 140.	00 \$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	140.00	
Operations Research Analyst (Senior)	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00 \$ 160	0 \$ 160.00	\$ 160.00	\$ 160.00 \$ 160.	0 \$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	160.00	
Operator Level I	\$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00 \$ 95	00 \$ 95.00	\$ 95.00	\$ 95.00 \$ 95.	0 \$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00	95.00	
Operator Level II	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00 \$ 100	0 \$ 100.00	\$ 100.00	\$ 100.00 \$ 100	0 \$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	100.00	
Ontical Network Engineer	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00 \$ 140		\$ 140.00	\$ 140.00 \$ 140		\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	140.00	
Photographer	\$ 125.00	\$ 135.00	¢ 125.00	\$ 135.00 \$ 135	00 \$ 140.00	\$ 175.00	\$ 125.00 \$ 125.	0 \$ 175.00	¢ 175.00	\$ 125.00	\$ 125.00	\$ 125.00	135.00	
Planner Information Technology (Senior)	\$ 210.00	\$ 210.00	\$ 210.00	\$ 123.00 \$ 123	0 \$ 125.00	\$ 125.00	\$ 125.00 \$ 125.	0 \$ 125.00	¢ 3123.00	\$ 125.00	\$ 125.00	\$ 125.00	210.00	
Program Administration Specialist	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00 \$ 210	JU \$ 210.00	\$ 210.00	\$ 210.00 \$ 210.	0 \$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	110.00	
Program Administration Specialist	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00 \$ 110		\$ 110.00	\$ 110.00 \$ 110.	0 5 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	110.00	
Program Wanager	\$ 170.00	\$ 170.00	\$ 170.00	\$ 1/0.00 \$ 1/0	JU \$ 170.00	\$ 1/0.00	\$ 170.00 \$ 170.	JU \$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	170.00	
Project Control Specialist	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00 \$ 100	JU \$ 100.00	\$ 100.00	\$ 100.00 \$ 100.	0 \$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	100.00	
Project Manager	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00 \$ 155	00 \$ 155.00	\$ 155.00	\$ 155.00 \$ 155.	00 \$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	155.00	
Quality Assurance Consultant (Senior)	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00 \$ 175	00 \$ 175.00	\$ 175.00	\$ 175.00 \$ 175.	0 \$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	175.00	
Quality Assurance Manager	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00 \$ 140	00 \$ 140.00	\$ 140.00	\$ 140.00 \$ 140.	00 \$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	140.00	
Quality Assurance Specialist	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00 \$ 125	00 \$ 125.00	\$ 125.00	\$ 125.00 \$ 125.	00 \$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	125.00	
Risk Assessment Consultant (Senior)	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00 \$ 160	00 \$ 160.00	\$ 160.00	\$ 160.00 \$ 160.	00 \$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	160.00	
Safety and Security Analyst	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00 \$ 110	00 \$ 110.00	\$ 110.00	\$ 110.00 \$ 110.	00 \$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	110.00	
Safety and Security Matter Expert	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00 \$ 175	00 \$ 175.00	\$ 175.00	\$ 175.00 \$ 175.	00 \$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	175.00	
Security, Computer Systems Specialist	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00 \$ 195	00 \$ 195.00	\$ 195.00	\$ 195.00 \$ 195.	00 \$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	195.00	
Security, Data Specialist	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00 \$ 160	00 \$ 160.00	\$ 160.00	\$ 160.00 \$ 160.	00 \$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	160.00	
SQL Report Writer	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00 \$ 140	00 \$ 140.00	\$ 140.00	\$ 140.00 \$ 140.	00 \$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	140.00	
Subject Matter Expert	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00 \$ 165	00 \$ 165.00	\$ 165.00	\$ 165.00 \$ 165.	00 \$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	165.00	
Subject Matter Expert (Senior)	\$ 230.00	\$ 230.00	\$ 230.00	\$ 230.00 \$ 230	00 \$ 230.00	\$ 230.00	\$ 230.00 \$ 230.	00 \$ 230.00	\$ 230.00	\$ 230.00	\$ 230.00	\$ 230.00	230.00	
System Administrator (Specified)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00 \$ 75	00 \$ 75.00	\$ 75.00	\$ 75.00 \$ 75.	00 \$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	75.00	
Systems Analyst, Wireless	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00 \$ 150	00 \$ 150.00	\$ 150.00	\$ 150.00 \$ 150.	00 \$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	150.00	
System Security Research Analyst	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00 \$ 140	00 \$ 140.00	\$ 140.00	\$ 140.00 \$ 140.	00 \$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	140.00	
System Security Specialist	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00 \$ 195	00 \$ 195.00	\$ 195.00	\$ 195.00 \$ 195.	00 \$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	195.00	
System Security Specialist (Senior)	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00 \$ 210	00 \$ 210.00	\$ 210.00	\$ 210.00 \$ 210.	00 \$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	210.00	
Telecommunications Consultant (Senior)	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00 \$ 210	00 \$ 210.00	\$ 210.00	\$ 210.00 \$ 210.	00 \$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	210.00	
Telecommunications Engineer	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00 \$ 130	00 \$ 130.00	\$ 130.00	\$ 130.00 \$ 130.	00 \$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	130.00	
Telecommunications Engineer (Senior)	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00 \$ 165	00 \$ 165.00	\$ 165.00	\$ 165.00 \$ 165.	00 \$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	165.00	
Telecommunications Systems Analyst	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00 \$ 120	00 \$ 120.00	\$ 120.00	\$ 120.00 \$ 120.	00 \$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	120.00	
						1.1.1.1.1.1.1.1								

Testing Specialist	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	
Training Specialist/Instructor	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
Technical Writer/Editor	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	
VOIP Specialist	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00	

### Authorized Hardware/Software Reseller Discount Proposal



-

Manufacturer/Product	Minimum Standard Discount off MSRP	Minimum "Registered" Discount off MSRP	Certifications	Comments
Aruba/HPE	30.00%	40.00%	Gold Partner/Certified Installer	(2) ACSA
Aruba/HPE Maintenance	5.00%	5.00%	Gold Partner/Certified Installer	(2) ACSA
Avaya	35.00%	35.00%	Reseller	
Axis	22.00%	22.00%	Gold Partner/Certified Installer	(2) Axis Certified Professionals
Cisco	35.00%	44.00%	Premier Partner/Certifed Installer	(1) CCIE; (2) CCNA; (2) CCNP
Cisco Maintenance	10.00%	12.00%	Premier Partner/Certifed Installer	(1) CCIE; (2) CCNA; (2) CCNP
Forescout			Silver Partner/Certified Installer	
Genetec	25.00%	25.00%	Unified Elite/Certified Installer	(5) Security Center Synergis Technical Certifications
Hanwha (Samsong)	40.00%	40.00%	Step/Gold Partner; Certified Installer	No Certications needed
Identicard	40.00%	40.00%	Certified Reseller/Certified Installer	(2) Certified Installers
Juniper	35.00%	42.00%	Select Partner/Certified Installer	(3) JNCIP-ENT; (3) JNCIP-SEP; (1) JNCIE-ENT
Juniper Maintenance	10.00%	10.00%	Select Partner/Certified Installer	(3) JNCIP-ENT; (3) JNCIP-SEP; (1) JNCIE-ENT
Middle Atlantic Products	40.00%	40.00%	Certified Reseller/Certified Installer	No Certifications needed
ONSSI	22.00%	22.00%	Platinum Partner/Certified Installer	(2) Ocularis Certifications
Palo Alto	5.00%	15.00%	Gold Level/Certified Installer	(6) ACE; (13) ASE; (3) PSE Platform A; (3) PSE Platform F
Pulse Secure	10.00%	20.00%	Select Partner/Certified Installer	
Pulse Secure Maintenance	10.00%	10.00%	Select Partner/Certified Installer	
Skyline Technology Solutions	20.00%	20.00%	Manufacturer	
Splunk	1.50%	1.50%	Reseller/Certified Installer	Accredited Sales Rep 1 & 2; Certified Admin; Certified Architect; Certified Power User
Tenable	5.00%	15.00%	Silver Partner/Certified Installer	
Solarwinds	5.00%	15.00%	Reseller	Accredited Sales Rep 1 & 2; Certified Admin; Certified Architect; Certified Power User



Robert Johnson, Esq. Director

Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

#### NOTICE OF CONTRACT AWARD

March 9, 2018

Lanier Electronics Group 651-A Commerce Drive Upper Marlboro, MD 20774 Ph: 301-430-0900 Contact Email: info@laniereg.com Buyer: Donna Parks Ph: 301.952.6560 Fax: 301.952.6605 Email: donna.park@pgcps.org

**Contact Darrell Lanier:** 

#### RFP 019-18 E-Rate Installation of New Network Infrastructure

Lanier Electronics Group has been selected as the vendor to provide services in accordance with the above-mentioned **RFP 019-18**. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Lanier Electronics Group** and the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### **INITIAL CONTRACT TERM**

The initial term of the contract will be for the following contracted period. Prices shall remain firm for the initial term of the contract. This contract is effective from March 9, 2018 to March 8, 2023.

#### **OPTION TO RENEW CONTRACT**

Upon satisfactory service and by mutual agreement the BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY reserves the right to renew the contract. The term of renewal shall not exceed five (5) additional one (1) year periods.

#### CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

See Page 3 Pricing Schedule

#### THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE

**DELIVERIES** at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

#### PERFORMANCE/PAYMENT BOND (N/A)

If required the successful Respondents shall submit a performance bond, Cashier's or Certified Check in the amount of one hundred percent (100%) as determined by the BOARD and specified in the RFP, of all phases of the contract to ensure the satisfactory completion of the work for which a contract or purchase order is awarded that exceed \$100K. (Comar 21.06.07.03) The Board reserves the right to request performance bond for amount under or over \$1000.00. The performance bond shall be submitted with the return of the signed contract award WITHIN TEN (10) BUSINESS DAYS.

#### The bond, cashiers or certified check must be made in favor of the **BOARD OF EDUCATION OF PRINCE** GEORGE'S COUNTY, UPPER MARLBORO, MARYLAND 20772-9983.

#### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

#### **INSURANCE**

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract.

This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to the **RFP 019-18** for all applicable terms and conditions.

ACCEPTED BY:	
<b>FOR THE FIRM:</b>	FOR THE BOARD OF EDUCATION:
Namell & Janui 3/12/18	ADA 3/12/18
SIGNATURE / DATE	SIGNATURE DATE
DARREU E. LANIER	Robert Johnson
NAME	NAME:
PROSIDENT	Director, Purchasing & Supply Services
IIILE	IIILE
LAMILA ELECTRONICS GROUP INC. FIRM	FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-998

#### Notice of Award RFP 019-18

ITEM	Brand Name Equipment	QTY	PRICE
RACKS:			
	Hubbell	1	\$446.00
Cotegory 60.48 Port Potch Papel (Hubbell Leviton		200	\$81,200.00
Ortronics, component compliant or equivalent)		500	\$87,500.00
	Hubbell	1	\$1.50
	· ·	200	\$250.00
Category 6a Booted, Snagless Patch Cables - 1 ft		500	\$500.00
RACEWAY:			
	Wiremold	1	\$45.00
5 Foot Section Wiremold 4000 - Include all		200	\$8,400.00
ancillary materials		500	\$20,000.00
RACK, WALL MOUNT:			
	Chatsworth	1	\$181.00
		200	\$33,800.00
22 Inch Depth		500	\$75,000.00
RACK, FLOOR MOUNT:			
	Chatworth	1	\$125.00
		200	\$20,000.00
84 Inch Height, 19 Inch Standard		500	\$47,500.00
WIRELESS LOCAL AREA NETWORK INFRAS	FRUCTURE:	`	
		1	\$401.16
Wireless Access Point, HPE/Aruba AP315 (or equivalent in features and specifications) - Include		200	\$71,321.60
AP Policy Enforcement Firewall License Per Year		500	\$172,732.00
		1	\$683.20
Wireless Access Point HPE/Aruba AP335 (or		200	\$121,497.60
equivalent in features and specifications)		500	\$294,252.00
		1	\$30.24
		200	\$5,376.00
AP Policy Enforcement Firewall License		500	13,020.00
		1	\$30.24
		200	\$5,376.00
AP License		500	\$13,020.00
		1	\$325.00
Wireless Access Point Installation (Mounting and		200	\$63,000.00
Cabling) - Installation per Specification		500	\$150,000.00

#### Notice of Award RFP 019-18

	1	\$6,852.36
Wireless Controller, HPE/Aruba 7210 (or equivalent	200	\$1,218,201.60
in features and specifications)	500	\$2,950,332.00
	1	\$60.00
Wireless Controller Installation - Installation per	200	\$9,000.00
Specification	500	\$17,500.00
	1	\$120.00
	200	\$20,000.00
Configuration of Controllers	500	\$40,000.00
	1	\$5,777.38
Maintenance on Wireless Controller - Include 5	200	\$1,155,476.00
years of software updates	500	\$2,888,690.00
SWITCHES:		
	1	\$2,882.08
HPE/Aruba 2930M 48 Port POE (or equivalent	200	\$418,084.80
features and specifications)	500	\$1,026,364.00
	1	\$40.00
Installation LAN Switch - Installation per	200	\$7,500.00
Specification	500	\$16,500.00
	1	\$75.00
	200	\$13,000.00
Configuration of LAN Switch	500	\$27,500.00
	1	No Charge
Maintenance on LAN Switches - Include 5 years	200	No Charge
software updates	500	No Charge
	TOTAL 1	\$18,135.16
	TOTAL 200	\$3,251,483.60
	TOTAL 500	\$7,940,410.00

#### Notice of Award RFP 019-18

Hourly Labor Rate to be Charged for all Dat	a Wiring Projects.			\$40.00
Data Wiring Projects	Hourly Labor Rate (as stated above)	Total Labor Hours	Material Cost	Total Cost
A complete 50 Foot CAT6A Run as specified	\$40.00	1.5	\$20.00	\$80.00
A complete 100 Foot CAT6A Run as specified	\$40.00	2	\$40.00	\$120.00
A complete 150 Foot CAT6A Run as specified	\$40.00	2.25	\$60.00	\$150.00
A complete 200 Foot CAT6A Run as specified	\$40.00	2.5	\$80.00	\$180.00
Data Wiring Projects Involving Fiber Cable				
A complete 300 foot 50 micron, Multimode, OM4 fiber optic run as specified	\$40.00	4	\$783.00	\$943.00
Parallel 300ft CAT6A cost	\$40.00	2.75	\$135.00	\$245.00
			TOTAL	\$1,718.00

Percentage Off Discount Pri	icing
Note: PGCPS currently uses Aruba/HP network offering an equivalent, features and specification manufacture white paper indicating a	a equipment. If bidder is ns must be included with ll information.
Manufacturar	Percentage Off List
Manufacturer Wireless Equipment:	Percentage Off List
Manufacturer Wireless Equipment:	Percentage Off List
Manufacturer Wireless Equipment: HPE/Aruba	Percentage Off List       61%
Manufacturer         Wireless Equipment:         HPE/Aruba         Network Electronics (Switches/Components):	Percentage Off List 61%



Office of Purchasing and Supply Services Facilities Administration Building 13300 Old Marlboro Pike, Room 20 Upper Marlboro, MD 20772 301-952-6560 Fax: 301-952-6605

Johnna Smarr, Esq., Director

NOTICE OF CONTRACT AWARD

May 15, 2019

Skyline Technology Solutions 6956-F Aviation Boulevard Glen Burnie, MD 21061 Phone: 410-590-2002 Contact: Jason Ross Email: <u>Jross@skylinenet.net</u> Buyer: Donna Parks Phone: 301.952.6567 Fax: 301.952.6605 Email: donna.parks@pgcps.org

SUBJECT: Rider Contract: Carroll County Government, CCPN Consulting & Technical Services - 49-F-1-18/19

Skyline Technology Solutions been selected as the vendor to provide services in accordance with the above referenced contract rider and per the attached pricing. This contract sets-forth the terms and conditions and is provided for your review and acceptance. Any changes or additions made by your company must first be accepted by the Purchasing Division before the contract is valid.

The intent of this contract is to provide the Board with an expedited means of procuring supplies and/or services at the lowest cost. This contract is for the convenience of the Board and is considered by Purchasing Department to be a "Non-Exclusive" use contract. The Board does not guarantee any usage. The Board will not be held to purchase any particular Brand, in any groups, prices or discount ranges, but reserves the right to purchase any item/items listed in the price schedule submitted.

Until the contract is signed by **Skyline Technology Solutions** the BOARD, authorization for commence to service sites on behalf of the contract is forbidden. Please sign below and return all documents to the PURCHASING OFFICE within Ten (10) business days. Failure to sign the contract award and return <u>all</u> required documents within the specified time, shall rule your offer null and void and, therefore, award shall be made to the next low responsive bidder.

#### PERFORMANCE/PAYMENT BOND (N/A)

If required the successful Respondents shall submit a performance bond, Cashier's or Certified Check in the amount of one hundred percent (100%) as determined by the BOARD and specified in the IFB, of all phases of the contract to ensure the satisfactory completion of the work for which a contract or purchase order is awarded that exceed \$100K. (Comar 21.06.07.03) The Board reserves the right to request performance bond for amount under or over \$1000.00. The performance bond shall be submitted with the return of the signed contract award WITHIN TEN (10) BUSINESS DAYS.

#### CONTRACT TERM

The term of the contract will be from date of award until

#### CONTRACT AWARD ESTIMATED AMOUNT

The estimated amount of award is:

\$3,000,000.00

THIS NOTICE OF AWARD IS NOT AN ORDER TO COMMENCE SERVICE/WORK OR TO MAKE DELIVERIES at this time. Commence service/work/deliveries only after receipt of a purchase order(s) signed by the Purchasing Agent.

ALL PURCHASE ORDERS placed throughout the terms of the contract will require delivery/service in accordance with the offered time(s).

#### LIQUIDATED DAMAGES/FAILURE TO PERFORM WORK

The successful Awardee accepts this contract with the understanding that should they fail to complete the work in an acceptable manner and in the time stated, shall be subject to the payment of liquidated damages as stated in the solicitation documents.

#### AVAILABILITY OF FUNDS

The contract shall be deemed executory only to the extent of appropriations available to the BOARD for the purchase of such articles. The obligation of the BOARD on all contracts, including those which envision funding through current and successive fiscal years, shall be contingent upon actual Board appropriations for the fiscal year(s) involved.

#### BID BOND

- (1) Solicitations on all construction contracts when the contract is expected to exceed \$100,000 require the submission of a bid security in an amount equal to at least 5 percent of the amount of the bid or price proposal except that, for bids stating a rate but not a total cost, the bid bond shall be in an amount as determined by the purchasing director. Bid security or evidence of the posting of bid security shall be submitted with the bid or proposal. Bid bonds may be required for any other procurement over \$50,000, as determined by the purchasing director. If a contractor or vendor fails to accompany its bid with the required bid security, the bid shall be considered nonresponsive and rejected.
- (2) The Purchasing Director may require a bid security for a bid or proposal for services, supplies, maintenance, or construction-related services if the contract is expected to exceed \$50,000. The Purchasing Director shall set the amount of the security.

Failure to Comply. If the bid security is provided by a bidder in an amount less than that required by this section, the bid shall be rejected as non-responsive, unless the Purchasing Director determines that the deficiency in the amount of security provided is insubstantial and acceptance is in the best interests of the Board, and that:

- (1) Only one bid or proposal was received, and there is insufficient time to rebid the contract;
- (2) The bid security became inadequate as a result of the correction of a mistake in the bid or proposal, or as a result of a modification in the bid or proposal in accordance with applicable regulations, and the bidder or offeror increased the amount of bid security to required limits within 48 hours after the correction or modification; or
- (3) After consideration of the risks involved and the difference between the lowest bid and the next lowest bid, fiscal advantage could reasonably be expected to accrue to the Board from acceptance of the lowest bid.
- (4) Withdrawal of Bid or Proposal Before Award. If a bidder or offeror is permitted to withdraw a bid or proposal before award because of a mistake in the bid or proposal, action may not be taken against the bid security. Otherwise, action may be taken against the bid security of a bidder or offeror that withdraws a bid or offer. (COMAR 21.06.07.09)

#### PERFORMANCE/PAYMENT BOND

(1) A Performance Bond is required for all construction-related or task order issued contracts in excess of \$100,000 in the amount equal to at least 100 percent of the contract price. A Performance Bond may be required for any contract(s) for services, supplies, maintenance, or construction-related services expected to exceed \$100,000 in total to one contractor or vendor, as determined by the Purchasing Director. The Performance Bond shall be delivered with the signed Notice of Award to the Purchasing Office within ten (10) days. If a contractor fails to deliver the required Performance Bond, the contractor's bid shall be rejected, its bid security shall be enforced, and award of the contract may be made to the next lowest responsive and responsible bidder.

(2) A Payment Bond is required for all construction-related or task order issued contracts in excess of \$100,000 in the amount equal to at least 100 percent of the contract price. A Payment Bond may be required for any contract(s) for services, supplies, maintenance, or construction-related services expected to exceed \$100,000 in total to one contractor or vendor, as determined by the Purchasing Director. The Performance Bond shall be delivered with the signed Notice of Award to the Purchasing Office within ten (10) days. If a contractor fails to deliver the required Payment Bond, the contractor's bid shall be rejected, its bid security shall be enforced, and award of the contract shall be made to the next lowest responsive and responsible bidder. (COMAR 21.06.07.10)

#### FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS <u>Employees Having Direct Contact with and/or Uncontrolled Access to Students:</u>

- A. Any and all current and future employees of the Vendor who have direct contact with students must have a fingerprinting criminal background check conducted by the Maryland Criminal Justice Information System (CJIS) and the FBI, a Child Protective Services clearance conducted by the Prince George's County Department of Social Services, and complete the Safe Schools training module – *Prince George's County Child Abuse: Mandatory Reporting* and any other required training as appropriate.
- B. All background checks must be completed 15 business days prior to beginning work in and around PGCPS property or engaging in any authorized activities involved PGCPS students. The background checks must be completed by the Fingerprinting Office in the Sasscer Administrative Building or by the PGCPS satellite fingerprinting offices located in Prince George's County. No person may begin working in PGCPS until 15 days after completing the background clearance process (fingerprint and CPS) and required online training through Safe Schools.
- C. Prior to initiating any work at a school building, current and future employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and instructors of the Vendor must sign in and sign out via the Raptor Visitor Management System, which requires a copy of their government issued identification.

#### **Restrictions on Employee Assignments:**

Vendors are prohibited from assigning the following persons from working at a PGCPS location:

- A. Registered sex offenders (Maryland Code, Criminal Procedure Article Section 11-722)
- B. Individuals convicted of a crime involving third or fourth degree sexual offence under sections 3-307 or 3-308 of the Criminal Law Article; child sexual abuse under Section 3-602 of the Criminal Law Article; a crime of violence as defined in Section 14-101 of the Criminal law Article; or comparable offenses in another state. (Annotated Code of Maryland, Education Article Section 6-113)
- C. Individuals identified as an alleged abuse or neglect or following completion of a Child Protective Services investigation with a finding of "indicated" child abuse or neglect.

#### CRIMINAL BACKGROUND CHECKS

#### 1. GENERAL PROVISIONS

- A. It is the responsibility of the Vendor to make certain that its employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff, consultants and any instructors meet the background check and training requirements specified below.
- B. The Vendor agrees to provide the designated PGCPS representative with a list of all current employees and an immediate update of changes in personnel, employees, contractors, subcontractors, agents, volunteers, outsourced temporary staff and any instructors. All correspondence should include the following information as applicable:
  - i. title of the project
  - ii. school/office
  - iii. solicitation number
  - iv. contract number; and
  - v. PGCPS representative/project manager
- C. An Executed Contract will not be issued by the PGCPS Purchasing Department until proof has been provided that the background check and training requirements below have been completed 15 days following the issuance of Notice of Award.

#### **Compliance Laws**

Vendors shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the services to be rendered under this Contract. Vendor's violation of any of these laws, statutes, ordinances, rules or regulations constitutes a breach of this Contract and entitles the Board to terminate this Contract immediately upon delivery of written notice of termination to Vendor.

#### INSURANCE

A Certificate of Insurance, made in favor of the Board of Education of Prince George's County, Upper Marlboro, Maryland 20772-9983, must be submitted to the PURCHASING OFFICE with the returned signed NOTICE OF AWARD within ten (10) business days. The certificate should reference the Solicitation Number as shown herein. It will be the responsibility of the contractor to ensure that a current Certificate of Insurance is on file in the Purchasing Office during the entire period of the contract. This notice of award, plus the solicitation and any pertinent documents will constitute the entire contract after acceptance by your firm and the BOARD. Please refer to Contract RFP 49-F1-18/19 for all applicable terms and conditions.

ACCEPTED BY:

FOR THE FIRM:

SIGNATURE

May 30th, 2019 DATE

Jason Ross

NAME

Vice President

TITLE

Skyline Technology Solutions, LLC.

FIRM

#### FOR THE BOARD OF EDUCATION:

SIGNATURE

Johnna Smarr NAME:

Acting Director, Purchasing & Supply Services TITLE

FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772

SIGNATURE

Mark Fossett

Associate Superintendent for Supporting Services TITLE

FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772

SIGNATURE

DATE

Barry Stanton NAME:

Chief Operating Officer

TITLE

FOR THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772 Skyline Technology Solutions

Notice of Award

## **Contract Pricing**

\*See attached pricing

	Functional Area Labor Rates
in the second se	evider & Pisoning Sec Security Vices Manseement Non Suitens Non
<b>ZKYLINE</b>	Avice Ar
TECHNOLOGYSOLUTIONS	Analon Honse Star Honse Honse Hons
Job Title	5 5 1 1 5 1 1 5 1 5 1 5 1 5 5 5 5 5 5 5
Administrator, Systems	S 7520 S
Analyst, Computer Systems (Junior)	
Analyst, Computer Systems (Senior)	<u>5 12500</u> 5 12500 5 12
Analyst, Systems (Senior) Application Developer, Advanced Technology	5 155.00   5 155.00
Application Developer, Advanced Technology (Senior)	5 125.00 \$ 1
Applications Programmer	5 145.00   5 145.00
Architect, Application (Senior)	5 210.00   5 110.00   5 210.00
Architect, Internet/Web	
Architect, Systems (Senior)	5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00 5 200.00
Auditor, IT (Senior)	5 20200 5 202000 5 202000 5 20200000000
Computer Graphics Illustrator	5 10000   5 100000   5 100000   5 100000   5 100000   5 1000000   5 10000000   5 1000000   5 1000000   5 10000000000
Computer Operations Server of Analyst	15 11500 [5 11500] 5 11500] 5 11500000000
Computer Operator	
Computer Operator (Senior)	5 12000 5 12000 5 12000 5 12000 5 12000 5 12000 5 12000 5 12000 5 1200 5 1200 5 1200 5 120000000000
Computer Programmer (Senior)	13 45500   5 45000   5 45500   5 45000   5 45000   5 45000   5 45000   5 45000   5 45000   5 45000   5 45000   5 450
Computer Specialist	5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00 5 145.00
Computer Systems Programmer	
Computer Systems Programmer (Senior)	5 15500 5 15000 5 15000 5 15000 5 15000 5 1500000000
Database Management Specialist (Junior)	
Database Manager	5 <u>15500</u> 5 <u>150</u>
Electrician, Journeyman	\$ 155.00 \$ 1
Electrician, Licensed Master	5 12500 5 1250
Engineer, Facility Operations	
Engineer, Information	S 175.00 S 1
Engineer, information (Senior)	5 200.00 5 2
Engineer, Interdisciplinary	5 210.00   5 220.00   5 220.00   5 220.00   5 220.00   5 220.00   5 220.00   5 220.00   5 210.00   5 220.00
Engineer, Interdisciplinary (Senior)	5 210.00   \$ 210.00
Engineer, Network (Junior)	100001 2 100001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2 10001 2
Engineer, Network Serlinky	4 ATOR 15 1000 5 15000 5
Engineer, Radio Frequency	
والمتعاوية والمحافظ	100,00 [ 10,00]

8	00 \$ 120	10 \$ 120	10 \$ 120,	10 \$ 120	00 \$ 1204	0.00 \$ 120	0.00 \$ 121	10.00 \$ 12	1 5 1002	20,00 \$ 1	20.00 \$	120.00 } \$ 1	120.00 \$	\$ 120.00 ! \$	i elecommunications systems Analyst
8	100 S 165.	-cer s 100	1231 \$ 100	10 2 165.	VCGT C RT	Cal \$ 100 5	31 4 600	97 ¢ 100'Ca	T & 6779	1 5 10150	¢ Anrea	102.00	¢ Micor	e inter e	
		W 2 130	06T ¢		ther & nu		51 C 100						10.00		Talacommunications Engineer/Control
	100 S 210.	90 S Z10.	30 5 210	012 2 0	1012 & DO	700 × 700	177 \$ 1000		T \$ 1000	2 5 6 100	10.01	÷	2 00.017	5 0000 F	Talaro munication: Environment (School)
		W > 2.14.	A 1 4 10	11 2 11	1017 6 10						10.00			0 1000 0	Telecommunications Consultant (Sealed)
	200 2 200		191 + 195.	SET S IN	7561 \$ 00			6T \$ 100'56	1 6 00.66		25.00		2 201 CE	6 110 00 C	System Compile Specialist (Seniori
	.001 \$ 140.	UN 2 14U	2012 140.	10 × 140	VONT & CON	101 \$ 100	PT C P0.0	bT & 0000				ACTOR S	10100	5 100 m 5	System Service Specialist
5 2		S				No. 6 100				1000 C				e immie	System Security Research Anabust
5	8 4 15		101 2 100	0 4 1904	20 2 1500		300 2 350	21 2 00 0	50.00 \$ 1	50.00 5.1	50.00 5	50.00 \$ 1	150.00 \$	\$ 150.00 \$	Systems Analyst, Wireless
		x x			30 6 750	B 5 75		5.00 5 7	75.00 5	2 10054	25 00 5	25 00 25	25.00 5	S 75.00 S	System Administrator (Specified)
	101 0 101			0 4 730 C				PEC > 00 U			30 S 15	230.00	230.00 \$	5 200.002 5	Subject Matter Expert (Senior)
		2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2											100 00 0		Subject Matter Evnert
	n - 14n					100 4 100		10 PO 6 14	S B C	5 8 6 1	AD EG I C	5m <		S 1001 S	SQ1 Report Writer
<b>5</b>	DO \$ 160	160L S 00	2 2 D	1091 S 0	201 S 160.0	100 \$ 160	00L S 160C	0.00 \$ 16	50.00 S 1	60.00 \$ 1	5 80.03	150,00	150.00 \$	\$ 160,00 \$	Security, Data Specialist
0	261 \$ 00	X0 \$ 195.0	756T \$ 0.	rsst \$ 0	0.261 5 00	.00 \$ 195.	500 5 195	6L \$ 00%	95,00 \$ 1	95.00 \$ 1	\$ 00.56	195.00 \$ 1	195.00 \$	\$ 195.00 \$	Security, Computer Systems Specialist
8	00 \$ 175.	X S 175.	10 \$ 175L	1221 5 0	00 \$ 175.0	1.00 S 175	5.00 \$ 175	5.00 \$ 17	75.00 \$ 1	175.00 5 1	75,00 \$	175.00 5 1	175.00 \$	\$ 175.00 \$	Safety and Security Matter Expert
6	00 \$ 110	X0 \$ 110.	101 \$ 00	7012 \$ 0	0.01 \$ 10.0	011 \$ 100	2LL \$ 00.0	10,00 \$ 11	10.00 5 1:	r \$ 00.01	\$ 00.01	10.00 \$ 1	110.00 \$	\$ 110,00 \$	Safety and Security Analyst
8	00 \$ 160	30 5 160.	T091 S DN	0 5 150,1	DO \$ 160,0	1.00 \$ 160.	3.00 \$ 160	20.00 \$ 16	60.00 \$ 1	50.00 \$ 1	50.00 S	160.00 \$ 3	160.00 \$	\$ 160.00 \$	Risk Assessment Consultant (Senior)
8	00 \$ 125.	20 \$ 125,1	10 \$ 125,0	0 \$ 125.0	00 \$ 125.4	5.00 \$ 325.	111 S 100.2	35.00 \$ 12	25.00 \$ 1	25.00 \$ 1	25.00 \$	125.00 \$ 3	125.00 \$	\$ 125.00 \$	Quality Assurance Specialist
8	DO \$ 140	20 \$ 140.1	10 5 1401	0 \$ 140.	00 \$ 140.C	200 \$ 140.	3.00 \$ 3.40	10.00 S 14	40.00 \$ 14	40.00 \$ 1	40.00 \$	140.00 \$ 1	140.00 \$	\$ 140.00 \$	Quality Assurance Manager
×	00 \$ 175	00 \$ 175.	rsct 5   0	0 \$ 175,1	175T \$ 00	5.00 \$ 175.	5.00 \$ 175	15.00 \$ 17.	75.00 \$ 1	1 \$ 100521	75.00 \$	175.00 \$ 1	175.00 \$	\$ 175,00 \$	Quality Assurance Consultant (Senior)
20	00 \$ 155	10 5 155.	X0 \$ 155.1	1227 S 00	00 \$ 155.L	200 \$ 155	5.00 \$ 15	51 5 0055	55,00 5 1	1 5 200-5	55.00 S	155.00 \$ 3	155.00 \$	\$ 155.0015	Project Manager
20	00 5 100	5 100	1001 5 100	0 5 100	700T \$ 100	00 \$ 200	NE \$ 000	01 5 1 00'00	00.00 \$ 10	T \$ 00.00	\$ 00:00	< 00'001	\$ 00,001	< normatic	Finiter mun anegalist
	AT & 7.0	0.1 4 7.0	0.T C D	0 2 1/0	TO/T 6 100	0.T C	117 5 000	11 6 1000		- C OT'0/	, 00, P		2.000		Destant Control Constant
			2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		101 C 101								2 10 0T	2 10 MEL 2	Program Manager
5	00 4 110	10 0 110	0 4 100	n i < 110.2	101 6 110	100 \$ 110	100 \$ 110	0.00 \$ 11	10.00 \$ 1	10.00 / 5 1	10.00 \$	10001 2	110.00 \$	S 110.00 -S	Program Administration Specialist
6	00 \$ 210	10 5 210.0	0 5 210.0	0 5 210.0	2015 210.0	1.00 5 210	1.00 \$ 210	0.00 5 21	10.00 \$ 1	10.00 \$ 2	10.00 \$	10.00 5 2	210.00 \$	\$ 210.00 \$	Planner, Information Technology (Senior)
8	00 S 125	X S 125	0 5 125.0	0 5 125 0	00 \$ 125 <i>0</i>	500 \$ 125	5.00 \$ 125	202 5 12	15.00 \$ 1	25.00 5 1	25.00 5	125.00 \$ 1	125.00 \$	\$ 125.00 \$	Photographer
8	00 5 140.	X0 \$ 140.0	10 \$ 140.0	0 \$ 140.0	00 \$ 140.0	1.00 \$ 140	1.00 S 140	10.00 S 14	40.00 \$ 1	40.00 \$ 1	40.00 \$	40.00 \$ 1	140.00 \$	\$ 140.00 \$	Optical Network Engineer
8	00 \$ 100.	1001 \$ 00	10 \$ 100.0	1001 \$ 0	200 \$ 1001	200 \$ 100.	2.00 \$ 100	01 5 20'0.	00.00 \$ 11	00.00 \$ 1	S 2000	100.00 5 1	100.00 5	\$ 100.00 \$	Operator Level II
0	00 \$ 95.	155 S 00	¥56 \$ 0	Y56 \$ 0	00 \$ 35,0	5.00 5 95.	5.00 S 93	15.00 S 9	\$ 00.56	5 00'55	\$ 00'55	95.00 \$	\$ 00'56	\$ 95.00 \$	Operator Level I
20	5 160	00 5 160.	101 2 00	2 S 160,	1001 5 1601	100 S 150	191 \$ 100	91 \$ 00:00	50.00 5 1	19000 2 1	60.00 S	160.00	A DOTAT	C DITORY C	Operations nested un milarly ( Jection)
	UU > 140	00 5 19U	N 2 140.	0 2 140	00 3 100	111 C COT	14T & 7010	PL C LOD	1 5 1 1111		4U.UL >	10.00	C DOVDAT	C LOUDAT C	
	COT & DO	st s ma	TCAT C N	Cur é la	rent é l no	cur e Ante	. nr c . m	nr e- mer		r e l aven	6 POYCH	2 0 00.EV	0 00500	* 100 COV &	
													insm e	< 175 m 1 5	Network Technician (Soniar)
<b>5</b>	20 4 75	20	5 0 0 75 0	0 4 75.0	20 2 25	m ^ 75	B < 35	502 5 7	75.00 5	75.00 4	2 D0.22	2 00 57	25.00.5	\$ 75.00.5	Network Technician (Junior)
8	20 \$ 165.	X0 \$ 165.1	7291 \$ D	0 5 165.0	00 \$ 165.0	1.00 \$ 165	5.00 \$ 165	5,00 \$ 16	65.00 \$ 1	65.00 S 1	65.00 \$	165.00 \$ 1	165,00 \$	\$ 165.00 \$	Network Manager
ğ	56 \$ <u>82</u>	30 5 95,1	1.56 \$ C	1.56 \$ 0	00 \$ 95.0	.co \$ 95.	5.00 \$ 35	15.00 5 3	95.00 \$	\$ 00.56	95,D0 \$	95.00 S	\$ 100'56	\$ 95.00 \$	Network Administrator
8	50 S 155	X \$ 155.4	10 \$ 155.4	0 \$ 155.1	00 \$ 155.0	5.00 \$ 155	3.00 \$ 15S	S.00 \$ 15	55.00 5 1	55.00 \$ 1	55,00 \$	155.00 \$ 1	155.00 \$	\$ 155.00 \$	IT Professional (Senior)
×	00 \$ 155.	30 \$ 155.0	1221 S 01	1 \$ 155.1	2221 \$ 000	5.00 \$ 155.	5.00 \$ 155	5.00 \$ 15	55.00 \$ 11	1 \$ 00.55	55,00 S	155.00 \$ 1	155.00 \$	\$ 155.00 \$	Internet/Intranet Site Developer (Senior)
×.	M \$ 125	3 5 125.	10 \$ 125.	1251 5 0	00 \$ 125.L	5.00 5 125	5.00 \$ 125	15.00 S 12	25.00 \$ L	25.00 \$ 1	25.00 \$	125.00 \$ 1	125.00 5	\$ 125.00 \$	Internet/Intranet Site Developer (Junior)
8	00 \$ 105.	10 \$ 105.1	TSDE \$ 04	105 I O	5 105.4	5.00 S 105.	5.00 S 105	01 \$ 00.8	05.00 \$ 10	05.00 \$ 1	05.00 \$	105.00 \$ 1	105.00 5	\$ 105.00 \$	Help Desk Specialist (Senior)
X	00 \$ 90	X0 \$ 90,1	TC6 \$ 0	0 5 90.	705 \$ 00	2,00 \$ 50,	0.00 \$ 90	10.00 \$ \$ 00.0f	50.00 \$	\$ 00.06	\$ : 00.06	90.00 S	50,00 S	\$ 90,00 \$	Help Desk Specialist (Junior)
	5 115	10 5 115.	N S 115.	0 5 115.	00 \$ 115.0	5.00 S 115	5.00 \$ 111	15.00 \$ 11	15.00 \$ 1	115.00 5 1	15.00 \$	115,00 5 1	115.00 \$	S 115.00 S	Help Desk Manager
ð	00 \$ 160.	0 5 160.	VO \$ 160.4	0 5 160.	200 \$ 160.0	1.00 S 1.50.	0.00 \$ 160	50.00 \$ 16	50,00 S 1	60.00 5 1	60.00 . 5	160.00 \$ 3	160.00 S	\$ 160.00 \$	Group Facilitator (Senior)
80	00 5 175	00 S 175	1227 \$ DX	0 \$ 175.	00 \$ 1754	5.00 \$ 175	5.00 \$ 172	75.00 \$ 17	75.00 \$ 1	75.00 \$ 1	75.00 5	175.00 \$ 3	175.00 \$	\$ 175.00 \$	(GeoSpatial Web Developer (Senior)
8	00 \$ 150.	5 150	10 \$ 150,	0 5 150	1'0ST \$ 00	001 \$ 150	NST 5 00'0	50.00 \$ 15	50.00 \$ 11	50,00 5 3	50,00 S	150.00 5 1	150.00   \$	\$ 150.00 \$	(deospatial Web Developer (M)d-Level)
	00 \$ 130	10ET 5 00	105 1301	0 5 130.	TOET \$ 100	DET 5 00'C	0.00 5 130	ET 5 00'01	30,00 \$ 1	30.00.\$ 1	30.00 \$	130.00	130.00 \$	5 130.00 S	Geographic Information Systems Technician II
	00 \$ 120.	30 \$ 120.	10CI \$ 10	0 5 120.	00 \$ 120.C	200 \$ 120	721 \$ 200	TT 5 00 01	20.00 \$ 1	20.00 \$ 1	20.00 \$	120.001.5 1	120.00 5	\$ 120.00 \$	Geographic Information Systems Technician 1
8	291 \$ 145	00 \$ 145.	1451 S 1451	0 5 145.1	Y5>T \$ 00	5.00 5 145	31 \$ 202	15.00 \$ 14	45.00   \$ 1.	45.00 \$ 1	45.00 5	145.00 5 3	145.00 \$	5 145.00 S	Geographic Information Systems Specialist
20	SEL 5 00	00 I S 135.	30 S 135.	S 135.	72ET 5 100	SET 5 003	5.00 5 13	15 00 5 13	35.00 \$ 1	35.00 5 1	35.00.5	35.00 5	135.00 S	5 135.00 5	deographic information systems Analyst
8	261 \$ 00	251 5 100	12 S 135.	N   \$ 135	TSET \$ 100	SET \$ 100'S	ET \$ 1005	15.00 \$ 13	35.00 \$ 1	1 S 00'S	35.00 I S	13500 S	\$ 0015	\$ 135.00   \$	FIDER Uptic Leconician
	DO 5 X10.	011 5 00	0 5 110,	10 2 1101	rort \$ 00	200 \$ 100	111 5 00'0	10.00 \$ 11	10.00 \$ 1	10.00 5 1	10:0015	10.00 \$	S OD'DT	A DOUDL &	ratiny uperations subcrass.
	00:5 110	021 5 120	0 5 120.	0 \$ 120.	00 5 120.0	0,00 S 1,20	0,00 \$ 121	20,00 \$ 12	10.00 \$ 1	20.00 5 1	20.00 \$	2000	* 00'07		
20	00 5 115	STT \$ 100	N S IIS.	20 S 115	TST \$ 00	SET & DOT	5.00 5 11	TT \$ 100'ET	1.5 W. 5 T	T + DAYCE	s mer	10.CL	¢ 00.511	2 m m	In taxan scinences control of
	Shr e M	chi é ne	10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	cur e o	rent e m	ant è prie	01 C 001C	nr ¢ 10'60	T C MICH	T C MICH	- 1 APR A	. oev	200.00	e ovent e	
	500: Y 100		00T \$ 00	DOT S DO	YOUT \$ DO	001 5 100	0.00 \$ 100	01 ¢ 00'00		1 4 00.00			s or or s		Foundation Specialist Level II
											3 2 2				Farilities Specialist Level 1
<b>1</b>	201 2 126	N 0 176	1364 3 10	1 2 172		201 2 M	S 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1	5 m < 12	75 B 4 1	05 M 2 4 1	2 B	200	125 80 4	S 135 00 S	Facilities Engineering Manager
G Contraction of the second seco	20 5 165	X0 S 1551	0 5 165.	0 5 165.0	20 5 165.0	231 2 20	5.00 S 165	5.00 5 16	65,00 S 1	1 5 00 5 1	8.8	165.00 \$ 1	155.00 \$	\$ 165.00 S	Engineer, Systems Design
8	00 5 165	30 S 165.	VO S 165.0	0 S 165.0	20 S 165.0	S 165	5.00 \$ 165	3.03 \$ 16	65.00 S 1	1 5 00 5 1	65.00 S	165.00 \$ 1	165,00   5	\$ 165.00 \$	Engineer, Systems (Senior)
8	00 S 130	SCET S Q	105 201	XOET S O	201 5 130.0	100 S 130	0.00 \$ 130	0.00 S 13	1 \$ 00.DE	30,00 5 1	S 00'E	130.00 \$ 1	2 00.0ET	\$ 130.00 \$	Engineer, Systems
8	00 5 150.	X S 150.	0 5 150.0	0 \$ 150.0	00 S 150.0	100 S 150	3.00 \$ 150	5T S 000	50.00 5 1	50.00 S 1	50.00 5	150,00 S	150.00 \$	\$ 150.00   \$	Engineer, Statlonary
a and the second se	5 150	1021 2 0	0 3 150.0	0 5 150.0	30 \$ 150.0	100 5 250	100 5 150	0.00 5 15	50.00 5 1	50.00 \$ 1	50.00 5	150.00 \$ 5 1	150.00 \$	S 150.00 S	Engineer, Software

Testing Specialist	\$ 135.00 !	\$ 135.00 S	135.00 5	13.00 \$	135.00 5	\$ 00.5ET	135.00 s	135.00	5 135.00 S	135.00	3 135.00 :	135.00 \$	135.00 \$	135.00 5	135.00	
Training Specialist/Instructor	\$ 200.00	\$ 200.00 \$	209.00 \$	200.00	200,00 9	200.00 \$	200.60 5	200.00	\$ 200.00 \$	200.00	\$ 200.00	200,00	200.00 \$	200.00 \$	200.00	
Technical Writer/Editor	\$ 125.00	\$ 125.00 \$	1125.00 \$	125.00	125.00	125.00 S	125,00 5	125.00	\$ 125.00 5	115.00	5 125.00	125.00	125.00	125.00 \$	125.00	
VOIP Specialist	5 165.00	\$ 155.00 \$	165.00 \$	165.00	165.00 5	165.00 S	165.00 5	165.00	5 165.00 <sup>†</sup> 5	165.00	\$ 165.00	165.00	165.00	165.00 \$	165.00	

.

.

Manufacturer/Product Minimum Standard "Registered" Discount Certifications Comments off MSRP	Comments	
Aruba/HPE 30.00% 40.00% Gold Partner/Certified Installer (2) ACSA		
Aruba/HPE Maintenance 5.00% 5.00% Science Gold Partner/Certified Installer (2) ACSA		
Avaya 35.00% 35.00% Reseller		
Axis 22.00% 22.00% 22.00% Gold Partner/Certified Installer (2) Axis Certified Professionals		
Cisco 35.00% 44.00% Premier Partner/Certifed Installer (1) CCIE; (2) CCNA; (2) CCNP		
Cisco Maintenance 10.00% 12.00% Premier Partner/Certifed Installer (1) CCIE; (2) CCNA; (2) CCNP		
Forescout Silver Partner/Certified Installer		
Genetec 25.00% Unified Elite/Certified Installer (5) Security Center Synergis Technical Certifications	l Certifications	
Hanwha (Samsong) 40,00% 40,00% Step/Gold Partner; Certified Installer No Certications needed		
Identicard		
Juniper 35.00% 42.00% Select Partner/Centified Installer (3) JNCIP-ENT; (3) JNCIP-SEP; (1) JNCIP-ENT	E-ENT	
Juniper Maintenance 10.00% 10.00% Select Partner/Certified Installer (3) JNCIP-ENT; (3) JNCIP-SEP; (1) JNCIE-ENT	IE-ENT	
Middle Atlantic Products 40.00% Certified Reseller/Certified Installer No Certifications needed		
ONSSI 12.00% 22.00% 22.00% Platinum Partner/Certified Installer 2 (2) Ocularis Certifications		
Palo Alto S.00% S.00% Gold Level/Certified Installer (5) ACE; (13) ASE; (3) PSE Platform A; (3) PSE Platform F	(3) PSE Platform F	
Puse Secure 10.00% 20.00% Select Partner/Certified Installer 18.		. 7
Skyline Technology Solutions 20.00% 20.00% Manufacturer		
Splunk 1.50% 1.50% Reseller/Certified Installer Accredited Sales Rep 1 & 2; Certified Admin; Certified Archite	Admin; Certified Architect; Certified Power Use	e
Tenable and S.00% search 15.00% and Silver Partner/Certified Installer		L
Solarwinds 5.00% 15.00% Reseller Accredited Sales Rep 1 & 2; Certified Admin; Certified Archite	Admin; Certified Architect; Certified Power Use	er

.

`

Financial Proposal: Carroll County Public Network

August 29, 2018

# **Financial Proposal**

In Response to Request for Proposal:

Carroll County Public Network Project Management and Network Operations Management Services

Project No. 49-F-2-18/19

By:



Skyline Technology Solutions, LLC. 6956-F Aviation Boulevard Glen Burnie, MD 21061 FEIN: 37-1494684

August 29<sup>th</sup>, 2018

Original

#### ATTACHMENT C - COST PROPOSAL FORM INSTRUCTIONS Carroll County Public Network Project Management and Network Operations Management Services

#### Skyline Technology Solutions, LLC.

1. Fixed Unit Pricing (FUP) will be applicable to work done under Section 3.3.1. FUP provides a service or set of services for a price not subject to adjustment due to variations in the contractor's costs. The Monthly Unit Rate is a fixed unit price representing the cost of managing a Manageable Device. Based on the current CCPN core and proposed future equipment, state the rates in column B that you will charge to manage operate and maintain the network each month. In Table 2, identify the quantities at which the CCPN could expect to obtain a reduction in rates for each managed unit listed.

·····	CONTR	Table	1	
	CCPN En	gineering Service	s and Fiber Manage	ement
Managed Unit	Quantity	Monthly Unit	Months(C)	Total FUP Portion
Description	(A)*	Rate(B)	· · · · · · · · · · · · · · · · · · ·	(Multiply A*B*C)
Core Switch Ciena	2	\$80.00	12	\$1,920.00
5160 or equivalent)				
Edge Switch (Ciena	105	\$80.00	12	\$100,800.00
3916 or equivalent)				
Switch (Ciena 8700	7	\$400.00	12	\$33,600.00
or equivalent)				
Juniper MX5 or	3	\$400.00	12	\$14,400.00
equivalent	]			
Uninterrupted	7	\$40.00	12	\$3,360.00
Power Supply				
Microwave Radios	6	\$80.00	12	\$5,760.00
			Total for FUP	\$159,840.00

2. <u>Time and Materials Pricing (T&M)</u> not to exceed ceiling task orders will be applicable to work performed under Sections 3.3.2, 3.3.3 and 3.3.4. <u>T&M</u> pricing will provide for the procurement of supplies or services based on direct labor hours billed at specific contract fixed hourly rates (including profit and overhead) up to a cost ceiling. It is assumed that the majority of materials will be procured through the current County and State contracts and material charges cannot exceed a 10% profit above the invoiced cost of materials. Extraneous, incidental materials consumed by the contractor specifically for this contract will not be invoiced separately and should be included in overhead. Respondents are to list the fixed hourly rates they will charge for each labor classification in Table 2.

Carroll County Public Network Project Management and Network Operations Management Services						
II. Labor Classifications for Time and	Hourly Labor	Model Labor	Total (C)			
Materials Work	Unit Price(A)	Hours	(Multinly			
		Ouantity	A*B=C)			
		(B)**				
1. Program Manager	\$170.00	1	\$170.00			
2. Project Manager	\$155.00	1	\$155.00			
3. Network Manager	\$165.00	1	\$165.00			
4. Senior Network Engineer	\$150.00	1	\$150.00			
5. Junior Network Engineer	\$120.00	1	\$120.00			
6. Network Administrator	\$95.00	1	\$95.00			
7. Senior Systems Administrator	\$165.00	1	\$165.00			
8. Junior Systems Administrator	\$130.00	1	\$130.00			
9. Outside Plant Engineer	\$125.00	1	\$125.00			
10. Outside Plant Technician	\$105.00	1	\$105.00			
11. Heavy Equipment Operator	\$185.00	1	\$185.00			
12. Fiber Optic Line Technician/Splicer	\$135.00	1	\$135.00			
13. Fiber Locator	\$100.00	1	\$100.00			
14. Master Electrician	\$135.00	1	\$135.00			
15. Journeyman Electrician	\$95.00	1	\$95.00			
16. Logistics Manager	\$65.00	1	\$65.00			
17. Security Systems Technician	\$105.00	1	\$105.00			
18. Structured Cabling Technician	\$65.00	1	\$65.00			
19. Software Engineer	\$150.00	1	\$150.00			
20. Safety & Security Subject Matter	\$175.00	1	\$175.00			
Expert						
21. Safety & Security Analyst	\$110.00	1	\$110.00			
•	\$2,700.00					

\*\* These quantities are for cost evaluation purposes only. The actual amount of hours will be determined by contract demands.

#### TOTAL COST EVALUATION PRICE

Category of Price	\$ Price	
FUP Portion (Table 1)	\$159,840.00	_
T&M Portion (Table 2)	\$2,700.00	· · · ·
Total Evaluated Price	\$162,540.00	

Submitted by Skyline Technology Solutions, LLC.

JacomBas

Vice President/CRO

August 29, 2018

Authorized	Hardware/Softw	vare Reseller Dís	scount Proposal	TEEN	1 Charlet & . 1 Charlet & . 1 Charlet & .
Manufacturer/Product	Minimum Standard Discount off MSRP	Minimum "Registered" Discount off MSRP	Certifications	Comments	
Aruba/HPE	30.00%	40.00%	Gold Partner/Certified Installer	[2] ACSA	
Aruba/HPE Maintenance	5.00%	5.00%	Gold Partner/Certified Installer	(2) ACSA	
Avaya	35.00%	35.00%	Reseller		
Axis	22.00%	22,00%	Gold Partner/Certified Installer	(2) Axis Centified Professionals	
Cisco	35.00%	44.00%	Premier Partner/Certifed Installer	(1) CCIE; (2) CCNA; (2) CCNP	
Cisco Maintenance	10.00%	12.00%	Premier Partner/Certifed Installer	(1) CCIE; (2) CCNA; (2) CCNP	
Forescout	2,00%	5.00%			
Genetec	25:00%	25.00%	Unified Elite/Centified Installer	(5) Security Center Synergis Technical Certifications	
Hanwha (Samsong)	40.00%	40.00%	Step/Gold Parmer; Certified Installer	No Certications needed	
Identicard	40.00%	40.00%	Certified Reselfer/Certified Installer	(2) Certified Installers	
Juniper	35.00%	42.00%	Select Partner/Certified Installer	(3) JNCIP-ENT; (3) JNCIP-SEP; {1) JNCIE-ENT	
Juriper Maintenance	10.00%	10.00%	Select Partner/Certified Installer	(3) JNCIP-ENT; (3) JNCIP-SEP; (1) JNCIE-ENT	
Middle Atlantic Products	40.00%	40.00%	Certified Reseller/Certified Installer	No Certifications needed	
ONSSI	22.00%	22.00%	Platinum Partner/Certified Installer	[2] Ocularis Certifications	
Palo Alto	5,00%	15.00%	Gold Level/Certified Installer	1(6) ACE: (13) ASE: (3) PSE Platform A: (3) PSE Platform F	
Pulse Secure	10.00%	20.00%	Select Partner/Certified Installer		
Pulse Secure Maîntenance	10.00%	10.00%	Select Partner/Certified Installer		
Skyline Technology Solutions	20.00%	20.00%	Manufacturer		
Splunk	1.50%	1.50%	Reseller/Certified Installer	Accredited Sales Rep 1 & 2; Certified Admin; Certified Archi	ect: Certified Power User
Tenable	5.00%	15.00%	Silver Partner/Certified Installer		
Solarwinds	5.00%	15.00%	Reseller	Accredited Sales Rep 1 & 2; Centified Admin; Certified Archi	ect: Certified Power User

.

and the second second

a transformation

## **PURCHASE ORDER**



**Invoice To:** Carroll County Government Attention: ITS 225 North Center Street Westminster, MD 21157

Carroll County Government

225 North Center Street

Ship To:

Attention: ITS

CARROLL COUNTY, MARYLAND 225 North Center Street Westminster, MD 21157-5194 410-386-2181 – Toll Free 1-888-302-8978 Fax: 410-840-8929

**Vendor No:** Skyline Technology Solutions 6956-F Aviation Blvd Glen Burnie, MD 21061

DATE

11/8/18

PAGE NO.

Page 1 of 2

Purchase Order # Must Appear on All Correspondence

PO NO.

11906

**REF DOC NO.** 

86687

	10 21001		Westminster, MI	D 21157	
DATE REQUIRE As Required	ED SHIP VIA Best Way	<b>F.O.B.</b> Destination	<b>TERMS</b> Net 30 days	DEPA ITS	ARTMENT
QUANTITY U	JNIT/MEASURE	ITEM DESC Term Contract to cover the cost of services for the Carroll County Pub RFP# 49-F-1-18/19 and executed c Effective 12/1/18-11/30/19 with for available.	RIPTION consulting and technical lic Network per response to ontract dated 11/5/18. ar (4) one-year options	UNIT COST	EXTENDEI COST

Authorized By: Mike Myers

#### (TAX EXEMPT NO. 3000114-4)

This order is subject to the terms and conditions accompanying this document and acceptance of this order constitutes an acceptance of all the terms and conditions set forth in such form as well as those shown or referred to on the face of this order.

#### PURCHASE ORDER TERMS AND CONDITIONS

#### DELIVERY AND TRANSPORTATION

- A. Seller shall deliver the goods or provide the service according to the terms set forth on this Purchase Order. Time is of the essence of this order. Seller's failure to meet the delivery date(s) shall constitute a material breach.
- B. No variations shall be made to the delivery date(s) unless accepted in writing by Buyer.
- C. If Seller has reason to believe one or more of the delivery dates will not be met, Seller shall give Buyer prompt notice. If Seller does not meet one or more delivery dates, or if seller notifies Buyer that it anticipates not being able to meet one or more of the delivery dates, Buyer, at its sole discretion, may obtain substitute goods, material, or services from an alternate source. Buyer may recover from Seller damages the difference between the cost of the substituted goods, material, or services and the contract price together with any incidental or consequential damages, less expenses saved in consequence of Seller's breach.

WARRANTIES

In addition to any warranties provided by law, Seller expressly warrants that the goods, materials, or services: (1) shall be of good quality and workmanship, and free from all defects, latent or patent; (2) shall conform to the drawings, specifications, descriptions and samples, if any, furnished or specified by Buyer; and (3) shall be suitable and sufficient for the intended purposes represented by Seller.

#### SPECIFICATIONS AND INSPECTION

- A. Seller shall not substitute goods, materials, or services for those specified or proposed without Buyer's written authorization.
- B. All goods, materials and services which are the subject of this order shall be subject to Buyer's inspection and acceptance.
- C. If the goods, materials, or services do not conform and are rejected, Seller shall pay Buyer's inspection expenses.
- D. Buyer may reject any goods, material, or services which Buyer finds to be defective in material or workmanship or which otherwise fail to meet the specifications, proposal, or requirements of this order. If Buyer rejects part of the order, Buyer may adjust Seller's account proportionally, reducing the amount owed Seller by the value of the portion rejected.
- E. Buyer shall notify Seller within a reasonable time following rejection of the order, in whole or in part. Within ten (10) days of notice of rejection, Seller shall provide Buyer with reasonable instructions regarding the disposition of the rejected goods, material or services. Buyer shall comply with any reasonable instructions. Seller shall pay all handling and transportation costs Buyer incurs for the rejected goods. If Seller does not provide reasonable instructions within ten (10) days after receiving notice of rejections, Buyer may return the rejected goods to Seller at Seller's risk and expense. CANCELLATION AND TERMINATION
- A. Buyer may cancel this order, in whole or in part, without liability to Seller at any time before Seller begins work or incurs expenses for the order.
- B. Buyer may terminate this order in whole or in part, without liability to Seller except to pay for goods, materials, or services provided or expenses incurred before termination, if any of the following occur: (1) Seller becomes insolvent; (2) Seller files a voluntary petition in bankruptcy; (3) an involuntary petition to have Seller declared bankrupt is filed; (4) a receiver or trustee is appointed for Seller; (5) Seller executes an agreement or assignment for the benefit of creditors; (6) Seller breaches any of the terms of this agreement; (7) Seller fails to make progress on this order so as to endanger its performance; (8) the occurrence of fire, act of God, or other event beyond Buyer's control which makes Buyer's performance impracticable or impossible; or (9) any other cause.
- C. If Buyer terminates the order pursuant to this Agreement, Seller shall immediately cease work and incurs no additional expenses relating to this order except as Buyer may direct in its termination notice. Buyer shall pay Seller an amount as negotiated between Buyer and Seller for goods, materials, or services provided before termination. If Buyer and Seller are unable to agree on the amount to be paid, Buyer will pay Seller, and Seller hereby agrees to accept in full payment: (1) the stipulated price for goods, materials, or services completed and received before termination; and (2) Seller's cost and expense for unfinished work and raw materials on hand required for completion of the order, provided, however, that Seller shall take reasonable steps to mitigate its cost and expense for unfinished work and raw material on hand.

CHANGE ORDERS

Buyer may require changes in this order- including, but not limited to, changes in drawings, designs, specifications, method of inspections, method of packing, order periods, rate or method of shipment, and place of delivery- by advising Seller in writing. Adjustments to the order's cost resulting from a change order shall be in writing and binding upon Buyer and Seller. No change order or price adjustment shall be binding on Buyer unless in writing signed by Buyer's authorized representative.

#### PAYMENT

Buyer shall pay Seller in accordance with the terms, if any, expressed in the order. Unless agreed otherwise in writing, Buyer shall pay Seller only after receipt of all goods, materials, or services ordered are inspected and accepted. Seller shall not deliver goods, materials, or services to Buyer "COD", unless Buyer instructs otherwise in writing. Cash Discount periods shall be computed from the date Buyer last received the goods, material, or services, or receipt of Seller's invoice, whichever is later.

#### REMEDIES

The remedies reserved to Buyer in this Agreement are in addition to any other remedies available under law. Buyer's failure to enforce explicit waiver of any breach of this Agreement shall not constitute a waiver of future breaches.

USE OF INFORMATION

- A. All specifications, drawings, sketches, models, technical information, and data (hereinafter "information") furnished to Seller for this Order shall remain Buyer's property and shall be returned to Buyer upon request. All information provided by Buyer shall be confidential and may be used by Seller only to fill this Order.
- B. Information provided by Seller shall not be confidential and shall be free from restriction (other than patent infringement), unless Buyer agrees otherwise in writing.

#### COMPLIANCE WITH LAWS

Seller shall comply with all applicable state, federal and local laws, rules and regulations.

INDEMNITY

Seller indemnifies, holds harmless and defends Buyer from all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees and court costs arising out of this Order.

#### INDEPENDENT CONTRACTOR STATUS

- A. If this contract is for the purchase of services in conjunction with goods or materials, Seller is an Independent Contractor and shall not be construed as, nor shall it represent itself as, Buyer's employee.
- B. The work to be performed under this purchase order will be performed entirely at Seller's risk. Seller is responsible for the condition of tools and equipment used in performing the work. Seller indemnifies Buyer for all liability or loss arising out of Seller's performance of the work.
- C. If this Agreement is a purchase of services-either solely or in conjunction with purchase of goods or material-for the duration of the work, Seller shall maintain worker's compensations insurance for its employees if required by law, and shall provide Buyer with proof of compliance with this requirement before beginning work. If Seller fails to maintain worker's compensation insurance on its employees for the duration of this Agreement, Seller shall indemnify Buyer for any claims against its worker's compensation policy; and
- D. If this Agreement is a purchase of services-either solely or in conjunction with purchase of goods or material-for the duration of the work, Seller shall maintain property and casualty insurance in amounts as required by Buyer. Seller shall provide Buyer with a Certificate of Insurance as proof of coverage upon Buyer's request.

APPLICABLE LAW

This Agreement shall be interpreted and enforced under the laws of the State of Maryland. Seller agrees to submit to the jurisdiction of Maryland Courts. DELEGATION

Seller may not delegate its duties under this Agreement without Buyer's written consent. REV. 05/9/12

# ORIGINAL

#### AGREEMENT

THIS AGREEMENT, effective as of this <u>file</u> day of <u>Manual 2018</u>, by and between THE COUNTY COMMISSIONERS OF CARROLL COUNTY, MARYLAND, a body corporate and politic of the State of Maryland (hereinafter referred to as "County"), and SKYLINE TECHNOLOGY SOLUTIONS, LLC, 6956-F Aviation Blvd., Glen Burnie, Maryland 21061 (hereinafter referred to as "Contractor").

WHEREAS, County requires a qualified Contractor because the County has created this RFP to obtain IT resources and services quickly and efficiently from a Contractor(s) that has specific expertise and experience with the overall CCPN and specific partner infrastructure and enterprise IT (herein "Services or Project"); and

WHEREAS, Contractor has been fully informed as to the scope of the project and has read and examined County's Request for Proposal and any Addenda thereto; and

WHEREAS, Contractor represents that it is professionally qualified to render the services detailed in this agreement and the contract documents, and has submitted a letter of interest, based upon the County's Request for Proposal, the terms of which are specifically incorporated into the Agreement by reference; and

WHEREAS, County requires the services of a professional, qualified contractor to provide such services for the Project; and

WHEREAS, Contractor represents that Contractor is experienced and skilled in the requested Services and desires to perform such Services for the County.

NOW THEREFORE, in consideration of the covenants and promises contained in this Agreement, the parties agree as follows:

1. <u>Services to be Provided.</u> The Contractor agrees to execute the project in accordance with the Request for Proposal and Specifications more fully outlined in

Request for Proposal No. 49-F-1-18/19, the Contract Documents as defined below, and the Contractor's Request for Proposal, dated August 29, 2018.

The Contractor agrees to perform the Services at its own risk. Contractor shall provide all materials and equipment to carry out the terms of this Agreement.

2. <u>Costs.</u> The cost for Services to be provided by Contractor under this Agreement shall be based upon the quoted price set forth in Contractor's Request for Proposal, dated August 29. The total price amount under the terms of this Agreement shall not exceed the rates set forth in the Contractor's Request for Proposal No. 49-F-1-18/19, and as accepted by the County.

Payment and invoicing terms shall be governed by those set forth under the County's Request for Proposal. All questions regarding payment and invoicing shall be directed to the Carroll County Department of Technology Services, 225 North Center Street, Westminster, Maryland 21157.

3. <u>Independent Contractor</u>. Contractor shall operate as and have the status of independent Contractor and shall not act or be an agent or employee of County. Contractor shall be responsible for determining the means and methods for performing the Services described herein. The means and methods shall be subject to approval by County.

4. <u>Term of Agreement.</u> This Agreement shall become effective immediately following the date of execution, with performance to commence immediately and shall remain effective for a period of one (1) year. The County reserves the right to renew this Agreement for four (4) additional terms of one (1) year, at the sole discretion of the County, and pending fiscal availability, and satisfactory performance. The Services

2
outlined in this Agreement are on an as needed basis. Contractor will be notified when services are required under the terms of this Agreement. The County will automatically renew this Agreement on the expiration of each the term year unless ninety (90) days notice is given to Contractor that the Agreement is not to be renewed. Additionally all incomplete Services currently pending prior to the end of the term or date of termination shall be completed in full under the terms of this Agreement before invoices will be accepted by the County or payment made.

5. <u>Termination of Agreement for Convenience</u>. County may terminate this Agreement in accordance with this clause in whole or in part, without showing cause, upon giving written notice to Contractor, whenever County shall determine that such termination is in the best interests of County. County shall pay all reasonable costs incurred by Contractor prior to the date of termination.

6. <u>Termination of Agreement for Default.</u> County may terminate this Agreement in accordance with this clause if Contractor fails to perform the services under this Agreement properly and on time, or otherwise violates any provision of the Agreement. County shall pay Contractor fair and equitable compensation for satisfactory performance prior to receipt of notice of termination, less the amount of damages caused by the breach of Contractor. County will not provide compensation for any anticipatory profits.

7. <u>Indemnity.</u> Contractor agrees to indemnify and hold harmless County, its officers, agents, employees, and volunteers from any and all claims, demands, causes of action, damages, liabilities, costs, and suits, arising out of, occurring, or resulting from

any personal injury or damage to or loss of property of any nature, caused by, arising out of, or in any way connected with the services provided hereunder.

- 8. <u>Compliance with Laws.</u> Contractor hereby represents and warrants that:
  - It shall comply with all Federal, State and local laws, regulations, and ordinances applicable to its activities and obligations under this Agreement; and
  - (2) It shall procure, at its expense, all licenses, permits, insurance, and governmental approval, if any, necessary to the performance of its obligations under this Agreement.

9. <u>Delegation of Duties.</u> Unless otherwise agreed by County in writing, Contractor shall personally perform the services agreed upon. Contractor may not delegate his/her duties under this Agreement without the prior written consent of County. Upon obtaining prior written consent of County, Contractor may subcontract. Contractor shall remain fully responsible and liable for the performances of services hereunder.

10. <u>Ownership of Documents.</u> All documents and other products which are prepared by Contractor and form a part of its services shall, upon completion of the Project, become County's property and shall be delivered to County and be available to County upon its demand. Contractor shall be responsible for the protection and/or replacement of any Contract Document and other Products in Contractor's possession. All such documents, as instruments of professional services, are not to be used by County on any other Project unless County, before use, executes and delivers to Contractor an agreement in writing absolving, releasing, indemnifying, and saving harmless Contractor for the use, or provides Contractor appropriate compensation and the right and opportunity to determine the feasibility and propriety of the intended use.

11. <u>Conflict of Interest.</u> No employee of County, or any department, commission, agency, or branch thereof, whose duties as such employee include matters related to or affecting the subject matter of this Agreement shall, while in such employment, become or be an employee of the Contractor. Contractor hereby agrees not to knowingly tender an offer of employment to any such employee of County during the term of this Agreement.

12. <u>Americans with Disabilities Act.</u> In performance of this Agreement, Contractor acknowledges that it is acting on behalf of County and warrants that it and its agents shall comply with all applicable provisions of the Americans with Disabilities Act. Contractor hereby indemnifies and holds harmless County from all damages and costs, including costs of defending claims and reasonable attorneys' fees, arising from any claim that Contractor has failed to comply with the Americans with Disabilities Act.

13. <u>Non-Discrimination in Employment.</u> Contractor shall operate under this Agreement so that no employee or applicant for employment otherwise qualified, is denied employment or other benefits on the grounds of race, color, religion, sex, sexual orientation, creed, national origin, age, marital status, or physical or mental handicap which would not reasonably preclude the required performance. Contractor shall include a clause similar to this clause in all subcontracts. Contractor and each subContractor shall post in conspicuous places, for available employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

14. <u>Insurance.</u> Contractor shall obtain and maintain general liability insurance and professional malpractice insurance as necessary to protect in any legal action, tort, contract, or other liability which may be raised against Contractor or the County. Contractor shall additionally comply with all of the following Insurance Terms:

(1) Contractor shall obtain Worker's Compensation coverage during the entire life of the Contract. Contractor shall obtain Workers' Compensation Insurance as required by statute. The Workers' Compensation coverage shall cover a sole proprietor, all employees, partners, officers, members, leased employees and any other person working for or with the Contractor. Contractor shall provide County a certificate of Workers' Compensation insurance before beginning the Work. If Contractor fails to carry Workers' Compensation insurance, or its policy lapses during the Work for any reason, Contractor shall indemnify County against any claims against County's Workers' Compensation insurance policy. Contractor shall also be responsible to reimburse the County for any audit premiums that result from any lapses in Contractor's policy. Contractor shall additionally obtain Employer's Liability Insurance with limits of: \$100,000 accident/\$100,000 disease each employee/and \$500,000 disease policy limit.

(2) Contractor's Commercial General Liability policy shall be on an occurrence basis and shall include: Policy limits not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate; Coverage for Premises/Operations, Actions of Independent Contractors, Products/Completed Operations, Contractual Liability and Personal Injury; Coverage shall include explosion, collapse, or underground (XCU) hazards as applicable to classification; Products or Completed Operations

coverage shall be purchased for at least three years after the completion of the contract and shall cover the operations performed under the contract.

(3) Contractor shall provide insurance coverage for any owned, hired, or non-owned motor vehicles. The policy limits shall not be less than \$1,000,000 combined single limit or \$1,000,000 bodily injury and \$1,000,000 property damage each accident. The policy will provide \$1,000,000 of uninsured or underinsured motorist coverage and include contractual liability coverage.

(4) The County shall be added as an additional insured to the general liability policy with the following wording: "The County, its officers, agents, employees and volunteers are additional insured with regards to the General Liability policy for work performed under terms of the contract." Contractor's Certificate(s) of Insurance shall include the following: A cancellation provision requiring a written forty-five (45) day notice of cancellation or non-renewal will be furnished to the County by the Contractor's insurance carrier(s) or insurance agent(s). Therefore, the words "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" are to be eliminated from the cancellation provision of standard ACORD certificates of insurance.

(5) Contractor shall provide the County with a Certificate of Insurance, before beginning work, evidencing the coverage required above. Insurance shall be procured from insurance companies authorized to do business in the State of Maryland and acceptable to Carroll County. The insurers shall have an A.M. Best's insurance rating of A- or better and a financial size of Class VII or better unless the County Risk Manager grants specific approval for an exception.

(6) If Commercial General or other liability insurance purchased by Contractor has been issued on a "claims made" basis, the Contractor must comply with the following additional conditions. The limits of liability and the extensions to be included as described in the Check List remain the same. The Contractor must either: Agree to provide certificates of insurance evidencing the above coverages for a period of five (5) years after final payment for the contract. Such certificates shall evidence a retroactive date, no later than the beginning of the Contractors or subcontractors' work under this contract; or Purchase an extended (minimum five (5) year) reporting period endorsement for the policy or policies in force during the term of this contract and evidence the purchase of this extended reporting period endorsement by means of a certificate of insurance or a copy of the endorsement itself. If the construction project exceeds \$1,500,000.00, it will require a five (5) year extended reporting period (tail). All deductibles for all insurance requirements are subject to County approval.

15. <u>Irrevocable Trust Receipts</u>. Should the Contractor be denied surety credit for whatever reason the County will accept an Irrevocable Trust Receipt (herein ITR) issued by an individual surety. This individual surety must work through insurance agents licensed in the State of Maryland, in accordance with Maryland Law.

A Letter issued duly authorized from the conventional bonding company denoting the "reason for denial" must be submitted with the Request for Proposal as "Proof of Denial," and provided that the individual surety can meet all Maryland statutory and regulatory requirements.

16. <u>Contingent Fee Prohibition</u>. Contractor warrants that it has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide

employee or agent working for Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of this Agreement.

For breach or violation of this Paragraph, County shall have the right to annul this Agreement without liability, or, in its discretion, to deduct from the price or consideration or otherwise recover, the full amount of such fee or other consideration.

17. <u>Contract Documents.</u> The documents that make up the complete Contract between the County and the Contractor are: this Agreement and all documents contained in the Request for Proposal and the Letter submitted by the Contractor, including, but not limited to, the Instructions, the Standard Specifications, addenda, and any modifications. These documents set forth all of the covenants, provisions, agreements, conditions, and understandings between the County and the Contractor.

 <u>Governing Law.</u> The terms of this Agreement shall be interpreted and enforced according to the laws of the State of Maryland.

19. <u>Employment of Aliens.</u> Contractor shall be responsible for complying with all applicable laws and regulations regarding the employment of aliens. In the event it is determined that the Contractor has violated any laws or regulations regarding the employment of aliens during the term of this Agreement, such violation may be considered a material breach of this Agreement, and the County may terminate this Agreement for Default, in accordance with the terms of this Agreement and the Contract Documents.

20. <u>Severability.</u> If any provision or portion of a provision shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision or portion of such provision shall not affect any of the remaining provisions hereof, and this Agreement shall be construed and enforced as if such invalid or unenforceable provision or portion thereof had not been contained herein.

21. <u>Amendment to Agreement.</u> This Agreement may be amended as County and Contractor mutually agree in writing. Except for the specific provision amended, the Agreement shall remain in full force and effect after such amendment subject to the same laws, obligations, conditions, provisions, rules and regulations, as it was prior to said amendment.

22. <u>Counterparts</u>. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

THIS

#### SPACE

#### INTENTIONALLY

LEFT

BLANK

IN WITNESS WHEREOF, the parties have executed this Agreement and have

caused their respective seals to be affixed on or before the date first set forth herein.

SKYLINE

TECHNOLOGY

SOLUTIONS, LLC.

(SEAL)

By: Jason Ross Title: Vice President/CRO

"Contractor"

THE COUNTY COMMISSIONERS OF CARROLL COUNTY, MARYLAND, a body corporate and politic of the State of Maryland

(SEAL) By: Mark E. Ripper, Chief Information

Officer Department of Technology Services

"County"

Approved for legal sufficiency:

Timothy A. Dixon Assistant County Attorney

SkylineTechnologySolitions,LLC1

3017	Review	od by	Risk	Management
	110 1 = -	11	5.18	
		AT	Date	
		Ne	ulp	< <u> </u>
		JAAS	atu	re
			A DECEMBER OF	AND INCOME AND

# **1 TRANSMITTAL LETTER**

August 29<sup>th</sup>, 2018

Carroll County, Bureau of Purchasing 225 North Center Street Room 213 Westminster, MD 21157 Attn: Mike Myers, CPPO, CPPB

Subject: CCPN Consulting and Technical Services Solicitation No.: 49-F-1-18/19

Dear Mr. Myers:

Skyline Technology Solutions, LLC. (Skyline) is pleased to submit our sealed bid in response to the above referenced Consulting and Technical Services Request for Proposal.

Our proposal addresses support requested for the below Service Categories listed in the RFP:

- 1. Enterprise Services Provider (ESP)
- 2. Network Engineering and Planning Services
- 3. Information System Security
- 4. Surveillance and Physical Security
- 5. Web and Internet Services
- 6. Electronic Document Management
- 7. Geographical Information Systems
- 8. Software Engineering
- 9. Systems/Facilities Management and Maintenance
- 10. Application Service Provider
- 11. Telecommunications and Video Services
- 12. Server and Database Administration
- 13. IT Management Consulting Services
- 14. Document and Technical Writing
- 15. Quality Management

Page i

We are certain our proposal represents an excellent representation of our capabilities to the Carroll County Public Network should you award a contract to us. Skyline takes no exceptions to the terms and conditions contained in the RFP and acknowledges all amendments.

Skyline agrees the response to this Request for Proposals is irrevocable for 120 calendar days following the RFP closing date.

We appreciate the opportunity to submit our bid and ask that if you require additional information or clarification, please contact Jason Ross – Vice President at (410) 590-2002 or by email at jross@skylinenet.net.

Sincerely,

ess

Jason Ross Vice President/CRO Skyline Technology Solutions, LLC. 6956-F Aviation Boulevard Glen Burnie, MD 21061

Page ii

# Consulting and Technical Services



Presented To: Carroll County Bureau of Purchasing 225 North Center Street, Room 213 Westminster, MD 21157 Attn: Mike Myers, CPPO, CPPB



Presented By: Skyline Technology Solutions, LLC. 6956-F Aviation Boulevard Glen Burnie, MD 21061 POC: Jason Ross Vice President/CRO (410) 590-2002

Statement of Qualification – Original Solicitation No.: 49-F-1-18/19 August 29<sup>th</sup>, 2018

Page iii

August 29, 2018

# **2** TABLE OF CONTENTS

TRA	NSMI	ITTAL LETTERi	
TAB	BLE OF	CONTENTS iv	
EXE	EXECUTIVE SUMMARY		
3.1	Prop	oosed Functional Areas2	
3.2	Prop	oosal Organization3	
SOL	UTIO	N3	
4.1 Functional Area #1 – Enterprise Services Provider (ESP)			
4.1.	.1	Functional Area #1 Past Performance4	
4.1.	.2	Skyline Resources Supporting Functional Area #15	
4.2	Fund	ctional Area #2 – Network Engineering and Planning Services5	
4.2.	.1	Functional Area #2 Past Performance5	
4.2.	.2	Skyline resources supporting Functional Area #26	
4.3	Fund	ctional Area #3 – Information System Security6	
4.3.	.1	Functional Area #3 Past Performance7	
4.3.	.2	Skyline resources supporting Functional Area #38	
4.4	Fund	ctional Area #4 – Surveillance and Physical Security8	
4.4.	.1	Functional Area #4 Past Performance9	
4.4.	.2	Skyline resources supporting Functional Area #49	
4.5	Fund	ctional Area #5 – Web and Internet Systems10	
4.5.	.1	Functional Area #5 References	
4.5.	.2	Skyline resources supporting Functional Area #511	
4.6	Fund	ctional Area #6 – Electronic Document Management	
4.6.	.1	Functional Area #6 Past Performance11	
4.6.	.2	Skyline resources supporting Functional Area #612	
4.7	Fund	ctional Area #7 - Geographical Information Systems (GIS)12	
4.7.	.1	Functional Area #7 Past Performance12	
	TRA TAE EXE 3.1 3.2 SOL 4.1 4.1 4.1 4.2 4.2 4.2 4.2 4.2 4.2 4.2 4.2 4.2 4.2	TRANSMI         TABLE OF         EXECUTIN         3.1       Prop         3.2       Prop         SOLUTIO         4.1       Fund         4.1.1       4.1.2         4.2       Fund         4.2.1       4.2.2         4.3       Fund         4.3.1       4.3.2         4.3       Fund         4.4.1       4.4.2         4.5       Fund         4.5.1       4.5.2         4.6       Fund         4.6.1       4.6.2         4.7       Fund         4.7.1       4.7.1	

	4.7	.2	Skyline resources supporting Functional Area #7	13
	4.8	Fund	ctional Area #8 – Software Engineering	13
	4.8	.1	Functional Area #8 Past Performance	14
	4.8.2		Skyline resources supporting Functional Area #8	15
	4.9	Fund	ctional Area #9 - Systems / Facilities Management and Maintenance	15
	4.9	.1	Functional Area #9 – Past Performance	16
	4.9	.2	Skyline resources supporting Functional Area #9	16
	4.10	Fund	ctional Area #10 – Application Service Provider	16
	4.1	0.1	Functional Area #10 – Past Performance	17
	4.1	0.2	Skyline resources supporting Functional Area #10	17
	4.11	Fund	ctional Area #11 – Telecommunications and Video Services	18
	4.1	1.1	Functional Area #11 – Past Performance	18
	4.1	1.2	Skyline resources supporting Functional Area #11	18
	4.12	Fund	ctional Area #12 – Server and Database Administration	19
	4.1	2.1	Functional Area #12 – Past Performance	19
	4.1	2.2	Skyline resources supporting Functional Area #12	20
	4.13	Fund	ctional Area #13 – IT Management Consulting Services	20
	4.1	3.1	Functional Area #13 – Past Performance	21
	4.1	3.2	Skyline resources supporting Functional Area #13	22
	4.14	Fund	ctional Area #14 – Documentation/Technical Writing	22
	4.1	4.1	Functional Area #14 – Past Performance	23
	4.14.2		Skyline resources supporting Functional Area #14	24
	4.15	Fund	ctional Area #15 – Quality Management	24
	4.1	5.1	Functional Area #15 – Past Performance	24
	4.1	5.2	Skyline resources supporting Functional Area #15	25
5	BAG	CK UP,	, RECOVERABILITY AND SECURITY	28
6	HAI	RDWA	ARE AND SOFTWARE	28
7	PEF	SONN	NEL	29
8	RES	PONE	DENT EXPERIENCE AND CAPABILITIES	30
	8.1	Skyl	ine Corporate Overview	30

8.1.	1	Strategic partners	33		
8.2	Serv	ice offerings	34		
8.2.	1	Network engineering and implementation services	34		
8.2.	2	Project-management services	35		
8.2.	3	Outside-plant-management services	35		
8.2.4		LAN/WAN monitoring and operations services	35		
8.2.	5	Network security	35		
8.2.	6	Voice over IP	36		
8.2.	7	Intelligent Transportation Systems (ITS)	36		
8.2.	8	Systems support (Active Directory, Microsoft, Desktop)	36		
8.2.	9	Web and application hosting services	36		
8.2.	10	Video Over IP Distribution Products and Services	37		
8.2.	11	Web and Application Development	37		
8.2.	12	Staffing (short- and long-term)	37		
8.3	Tech	nnical skills and certifications of Skyline's employees associated with providing managed			
	network services				
netwo	ork sei	vices	50		
8.4	Expe	erience, training, and certifications relative to the specific components of hardware and	20		
8.4 service	Expe es	erience, training, and certifications relative to the specific components of hardware and	38		
8.4 service 8.5	Expe es Proj	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	38 39		
8.4 service 8.5 8.6	Expe es Proj Ven	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	38 39 40		
8.4 service 8.5 8.6 8.7	Expe es Proj Vene Cust	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	38 39 40 40		
8.4 service 8.5 8.6 8.7 8.8	Expe es Proj Ven Cust Skyli	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	38 39 40 40 41		
8.4 service 8.5 8.6 8.7 8.8 8.9	Expe es Proj Ven Cust Skyli Refe	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	<ul> <li>38</li> <li>39</li> <li>40</li> <li>40</li> <li>41</li> <li>41</li> </ul>		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9	Expe es Proj Ven Cust Skyli Refe	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	<ul> <li>38</li> <li>39</li> <li>40</li> <li>40</li> <li>41</li> <li>41</li> <li>41</li> </ul>		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9 8.9. 8.9.	Expe es Proj Ven Cust Skyli Refe 1 2	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	<ul> <li>38</li> <li>39</li> <li>40</li> <li>40</li> <li>41</li> <li>41</li> <li>41</li> <li>43</li> <li>40</li> </ul>		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9 8.9 8.9. 8.9.	Expe es Proj Ven Cust Skyli Refe 1 2 3	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	<ul> <li>38</li> <li>38</li> <li>39</li> <li>40</li> <li>40</li> <li>40</li> <li>41</li> <li>41</li> <li>41</li> <li>43</li> <li>46</li> <li>40</li> </ul>		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9 8.9 8.9. 8.9. 8.9.	Expe es Proj Ven Cust Skyli Refe 1 2 3 Past	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	<ul> <li>38</li> <li>39</li> <li>40</li> <li>40</li> <li>41</li> <li>41</li> <li>41</li> <li>43</li> <li>46</li> <li>48</li> <li>48</li> </ul>		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9 8.9 8.9 8.9 8.9 8.10 8.10	Expe es Proj Ven Cust Skyli Refe 1 2 3 Past 0.1	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	38 39 40 40 41 41 41 41 43 46 48 48		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9 8.9 8.9 8.9 8.9 8.10 8.10 8.10	Expe es Proj Ven Cust Skyli Refe 1 2 3 Past 0.1	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	38 39 40 40 41 41 41 41 43 46 48 48 50		
8.4 service 8.5 8.6 8.7 8.8 8.9 8.9 8.9 8.9 8.9 8.9 8.10 8.10 8.10	Expe es Proj Ven Cust Skyli Refe 1 2 3 Past 0.1 0.2 0.3	erience, training, and certifications relative to the specific components of hardware and ect Management Capabilities	<ul> <li>38</li> <li>39</li> <li>40</li> <li>40</li> <li>41</li> <li>41</li> <li>41</li> <li>43</li> <li>46</li> <li>48</li> <li>48</li> <li>50</li> <li>52</li> </ul>		

Page vi

	8.10.	5 Past	t Performance #5 – PGCC – Security	55
	8.10.	6 Past	t Performance #6 - Carroll County Public Schools	57
	8.10.	7 Past	t Performance #7 – Carroll County Public Schools – CCTV	60
	8.10.	8 Past	t Performance #8 – Anne Arundel County CCTV	61
	8.10.	9 Past	t Performance #9 – Harford County Public Schools CCTV	62
	8.10.	10 Pa	ast Performance #10 – Keller North America	63
	8.10.	11 Pa	ast Performance #11 – Prince George's County TRIP Center	64
	8.10.	12 Pa	ast Performance #12 – SHA CHART	66
	8.10.	13 Pa	ast Performance #13 – MDOT MTA RTIS System	67
	8.10.	14 Pa	ast Performance #14 – SHA - CVIEW	69
	8.10.	15 Pa	ast Performance #15 – Queen Anne's County Government	71
	8.10.	16 Pa	ast Performance #16 – Tennessee DoT	72
	8.10.	17 Pa	ast Performance #17 – State of MD, MDOT, SHA VoIP	74
	8.10.	18 Pa	ast Performance #18 – Carroll County Government VoIP	75
	8.10.	19 Pa	ast Performance #19 – Carroll Community College VoIP	76
	8.10.	20 Pa	ast Performance #20 – MDOT TBU Technical Resources	77
	8.10.	21 Pa	ast Performance #21 - TXDoT ITS Network Pilot	78
9	Finar	ncial Capa	ability and Statements	80
9	.1	Financial	Capability	80
9	.2	Financial	Statements	80
10	Le	gal Actior	ns Summary	81
1	.0.1	Pending	legal actions	81
1	10.2 Sett		laims	81
1	.0.3	Judgmen	ts	81
11	Su	bcontrac	tors	82

# Table of Appendices

Appendix A – Organizational Chart	A-1
Appendix B – Acronym List	B-1
Appendix C – Resumes	C-1
Appendix D – Financials	D-1
Appendix E – Certification	E-1
Appendix F – LOA's	F-1

# **3 EXECUTIVE SUMMARY**

Skyline understands that the Carroll County Public Network (CCPN) is looking to contract with a proven company to provide Consulting and Technical Services in various Functional Areas to upgrade and maintain the County's infrastructure and to improve the quality of services provided to its citizens and businesses.

Since our founding in 2004, our Maryland based company has focused primarily on creating IT solutions for State, County and Local Governments. Working with State Governments and most of the Counties in Maryland allows us to solve a broad range of IT and other challenges and share the experiences with our customers. As a result of the past 14 years of building a company to serve the Public Sector, Skyline provides a vast collection of services across the technical disciplines needed to support the Carroll County Public Network, Consulting and Technical Services RFP.

The engineers working for Skyline have played major roles in designing the current Maryland Department of Transportation (MDOT) network, County Fiber Networks and the networkMaryland<sup>™</sup> backbone infrastructures. In addition, our employees have also played critical roles in supporting the MdTA and CHART Intelligent Transportation Systems (ITS). As the program management office for the \$158 Million dollar "One Maryland Broadband Network" initiative lead by the State Department of IT and partners with the ICBN (Inter-county Broadband Network), Skyline was successful in completing this once in a lifetime project changing the IT landscape for Maryland by making fiber connectivity the new standard in network connectivity.

Today, Skyline runs the networkMaryland<sup>™</sup> program which includes the Network and Security Operation Center within our Service Desk and supported the Enterprise effort to consolidate all State Government IT services. This program mirrors the requirements of the RFP and demonstrates how we deliver similar programs on a large-scale basis. Skyline provides unmatched technical experience as well as in-depth knowledge of the Maryland IT environment.

Skyline's corporate mission is to first understand our customer's business needs and then to solve their most complex and difficult technology challenges. We alleviate our client's pain by providing technology solutions addressing their business needs. This approach brings real value to our customers and we believe this sets us apart from much of our competition.

Skyline will provide the Carroll County Public Network the following:

- Building an ongoing relationship by thoroughly understanding your pains and challenges
- Actively solving problems and driving change
- Doing the right thing regardless of financial consequences
- Helping others in the business and local community irrespective of potential gain
- Achieving long term success through the collective effort of our clients, our partners, our community and our employees.

# 3.1 Proposed Functional Areas

Our proposal addresses the support requested for each of the fifteen (15) Functional Areas identified below as requested in the RFP:

- 1. Enterprise Services Provider (ESP)
- 2. Network Engineering and Planning Services
- 3. Information System Security
- 4. Surveillance and Physical Security
- 5. Web and Internet Services
- 6. Electronic Document Management
- 7. Geographical Information Systems
- 8. Software Engineering
- 9. Systems/Facilities Management and Maintenance
- 10. Application Service Provider
- 11. Telecommunications and Video Services
- 12. Server and Database Administration
- 13. IT Management Consulting Services
- 14. Document and Technical Writing
- 15. Quality Management

Skyline understands the competitive environment and we believe that the demonstrated and proven strengths of Skyline will provide the Carroll County Public Network with the best solution possible. Skyline's experience is comprehensive and robust, directly relating to the Functional Area requirements listed above. This allows us to provide the Carroll County Public Network "value added" contributions. We are more than confident of our ability to enhance the Carroll County Public Network's mission by Skyline's established IT Services, demonstrated strategic and operational planning, management procedures, quick execution and completion in responding to all varieties of requests by the Carroll County Public Network. Skyline is committed to supporting the efforts on this contract and looks forward to being of service.

These experiences have enabled Skyline to develop expertise in tailoring our services, and in recruiting and retaining accountable and seasoned staff. Our management culture is to institute excellent fiscal and programmatic controls on all contract services. We take each engagement with our customers as an opportunity to demonstrate our commitment to excellence and uncover innovative ways in which cost savings can be realized. We have a passion for people. This passion drives us to build long term relationships that add value which is reflected in our approach of mutual trust and respect among employees, clients, community, and partners. These are tangible benefits to the Carroll County Public Network.

# 3.2 Proposal Organization

Our proposal is organized in the order defined in the RFP.

- Section 1: Transmittal Letter
- Section 2: Title and Table of Contents
- Section 3: Executive Summary
- Section 4: Solution
- Section 5: Back up, Recoverability and Security
- Section 6: Hardware and Software
- Section 7: Personnel
- Section 8: Skyline's Experience and Capabilities
- Section 9: Financial Capability and Statements
- Section 10: Legal Actions Summary
- Section 11: Subcontractors

# **4 SOLUTION**

Skyline has taken the time to fully understand the complexity, mission critical nature and size for each Functional Area proposed and related work within the Carroll County Public Network.

This Section includes a separate subsection for each Functional Area Skyline is proposing to support. Each subsection identifies the name of the functional area, with number, the specific services within the functional area that Skyline is prepared to provide to the County, as well as identifies how Skyline qualifies to support those services.

# 4.1 Functional Area #1 – Enterprise Services Provider (ESP)

Skyline has the capabilities to provide the services requested under the Enterprise Service Provider Functional Area:

 Description – Services to ensure that information systems are designed to capitalize on CCPN architectures and State IT standards, provide interoperability with other systems and networks, be reliable and maintainable, and make the most cost-effective use of Commercial Off the Shelf (COTS) technology and CCPN-wide and partner-wide resources.

Skyline has demonstrated our ability to provide Enterprise Service Provider services on several government projects. Our architects have provided significant engineering and consulting services for both the State of Maryland and the Carroll County Public Network to allow both to gain the full value of leveraging the available services. Leveraging the experience gained over the past 10 years with networkMaryland<sup>™</sup> and CCPN we have demonstrated valuable experience testing new hardware and services utilizing our technical talent, vendor relationships and lab environment to ensure solutions implemented in the CCPN meet the needs of all participating members. The development of data connections for State agencies within Carroll County and the use of networkMaryland<sup>™</sup> Internet services

within the CCPN are two good examples of how we apply our Enterprise Service Provider experience. In addition, Skyline engineers have institutional knowledge of the customer, the State IT standards, and the technologies necessary to support such efforts. The following customers have leveraged Skyline to create strong Enterprise Service delivery environments:

- Department of IT, State of Maryland networkMaryland<sup>™</sup> Statewide Network and Enterprise consolidation.
- Department of Transportation, MD Statewide Network and Intelligent Transportation System.
- Department of Transportation, VA Video streaming for 511 traffic management website and video backhaul network environment.

Skyline likes to take on challenges that include new technology integrating with a current network environment. We have designed a number of Enterprise Service environments for the State of Maryland and Counties including the two networks that have served the CCPN. The Enterprise Service environment has been a key success in our development.

## 4.1.1 Functional Area #1 Past Performance

To validate our qualifications for Functional Area #1, Enterprise Services Provider (ESP) Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology - Reference #1

Skyline designed and implemented the current network environment supporting the networkMaryland<sup>™</sup> service offerings. This MPLS network is a State-wide backbone serving all of the State agencies and most County governments. We support the 24/7/365 maintenance of the network which includes point to point data services, Internet and Intranet services. We are responsible for all engineering, implementation and maintenance of the network for DoIT.

• Virginia Department of Transportation (VDOT), 511 - Reference #2

Skyline designed and implemented a hosted video streaming solution leveraging our Claris product line to providing live video for the VDOT 511 website. The service is fully managed by Skyline and hosted from our McLean hosting center supporting multiple State DOT's. This solution required the implementation of a State-wide MPLS network for video backhaul and a 10G Internet service. Skyline is responsible for the engineering, implementation and maintenance of this network.

• Carroll County Public Network – Reference #3

Skyline designed, implemented and maintains the current CCPN solution in support of the participating members. For over 10 years, Skyline has worked with the CCPN to design a County-wide fiber network and implement a network serving the four member entities. Over the life of

the contract, we have upgraded the network to a Ciena infrastructure increasing the bandwidth of the core network. As the need for additional Internet services developed, Skyline worked with the County and State to provide additional bandwidth. In addition to the support of the network, we have worked the partners to ensure their needs are met by the network inter connecting sites across the County.

### 4.1.2 Skyline Resources Supporting Functional Area #1

The Skyline Team supporting our Enterprise Services Provider activities are primarily located in Maryland at our Glen Burnie headquarters. These team members include network engineers, system engineers and software engineers to combine all the different technologies together to create the solution. The following sample employees support the activities in Service Category #1:

- Network Manager Matt Smith
- Senior System Engineer Ari Friedman
- Software Engineer Michael Branan

# 4.2 Functional Area #2 – Network Engineering and Planning Services

Skyline has the capabilities to provide the requested services under the Network Engineering and Planning Services Functional area:

• Description – The CCPN at its option may request network planning and engineering services as the CCPN network grows. The Contractor(s) should provide an SOW addressing the specific requirements.

Skyline since our inception has been a network engineering company focused on service provider networks. Our engineering expertise includes a number of different network hardware vendors while remaining vendor neutral to allow us to align with our customers. We offer our customers the ability to do head to head bake-offs of competing products as well as compatibility testing with the existing network. As we have demonstrated over the last 14 years, we have the plan out entire state or county wide network upgrades leveraging network engineers with 20 years' experience. We have built the largest public-sector network in Maryland and continue to provide on-going network engineering and planning services for that ever-changing environment.

#### 4.2.1 Functional Area #2 Past Performance

To validate our qualifications for Functional Area #2, Network Engineering and Planning Services, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performances. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline designed and implemented the current network environment supporting the networkMaryland<sup>™</sup> service offerings. Through our daily management and monitoring of the network we are providing traffic engineering and capacity planning for growth. Skyline is responsible for designing new customer connections which requires the selection of connection method (fiber or leased line), hardware and internal infrastructure needs. We provide the specifications to the State for any hardware or circuit purchase and once procured, implement the connection. The network engineering team utilizes a peer review process to ensure we have designed an effective solution for each customer need.

• Carroll County Public Network – Past Performance #3

Skyline designed, implemented and maintains the current CCPN solution in support of the participating members. For over 10 years, Skyline has worked with the CCPN to design a County-wide fiber network and implement a network serving the four-member entities. Over the life of the contract we have upgraded the network to a Ciena infrastructure increasing bandwidth of the core network. As the need for additional Internet services developed, Skyline worked with the County and State to provide additional bandwidth. In addition to the support of the network, we have worked the partners to ensure their needs are met by the network inter connecting sites across the County.

• Howard County Government – Past Performance #4

Skyline provides Howard County Government with network engineering and planning services to ensure their network runs efficiently and to support different projects that arise each year. Most recently Skyline supported the upgrade of their data center network and on-going support of the fiber optic infrastructure.

#### 4.2.2 Skyline resources supporting Functional Area #2

- Network Manager Matthew Smith
- Senior Network Engineer Mark Ford
- Project Manager Bukky Ogungbade

## 4.3 Functional Area #3 – Information System Security

Skyline has the capabilities to provide the following services under the Information System Security Functional area:

#### Hardware/Software/Application Security Support

 Description – Strategies and solutions to defend hardware and software IT and telecommunications resources against adversaries such as viruses, worms and hackers for operating systems and applications in a mainframe, client/server, or networked environment.

#### **Disaster Recovery and Risk Assessment**

 Description – Disaster recovery planning and risk assessment in support of the mitigation of risks to IT and telecommunications systems and infrastructure. Through quantitative risk analyses establish recovery time and point objectives, effective mitigation strategies, and documented disaster recovery plans. Assess adequacy of existing management, operational, and technical controls in safeguarding assets against waste, loss, unauthorized access/use, misappropriation to establish the consequences/impact of the potential threats on operations and service delivery requirements.

Skyline has the capabilities and proven track record to provide the Public Sector with Information System Security services. Skyline has supported projects involving wireless security as well as disaster recovery planning and testing for Maryland State agencies. Skyline has performed numerous projects to upgrade and replace existing firewall infrastructure for commercial customers throughout Maryland and Virginia.

Skyline has been the Security as a Service provider for the State of Maryland leveraging the Palo Alto Networks security platform that reduced the number of independent firewalls that must be managed in each of the State agencies. To improve the ability to respond to cyber security issues for our customers, Skyline has implemented a Security Operations Center (SOC) as part of our Service Desk. The SOC utilizes tools to monitor logs from the network and firewall equipment and compares the information to known threats provided in partnership from Federal and Industry sources. The ability to correlate security threat information in real-time is key to true cyber security for our customers. The following customers utilize Skyline for Information System Security support:

- State of Maryland, Department of Information Technology
- Maryland Department of Transportation
- Carroll County Public Schools
- Harford County Public Schools
- Prince Georges Community College
- Loyola University
- Skyline Managed Service Network customers (web hosting).

### 4.3.1 Functional Area #3 Past Performance

To validate our qualifications for Functional Area #3, Information System Security, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performances. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline, as the Prime Contractor for networkMaryland<sup>™</sup>, implemented the Security as a Service platform utilizing Palo Alto Networks equipment. This allowed for a single firewall resource for

State agencies that did not have the technical ability to keep up with the demands of network security. Skyline has also implemented a Security Operations Center leveraging tools such as Splunk to monitor for Internet threats and to gather/manage threat information from third-party sources. Skyline also developed and implemented a single sign-on infrastructure that allows the State of Maryland to migrate email services to Gmail across most State agencies.

• Prince Georges Community College – Past Performance #5

Skyline worked with Prince Georges Community College to implement a Palo Alto Network equipment to create a new security perimeter.

• Carroll County Public Schools – Past Performance #6

Skyline worked with Carroll County Public Schools to implement their Azure Active Directory integration for single sign-on. Skyline has also assisted Carroll County Public Schools with other firewall and information security projects over our 10-year relationship.

#### 4.3.2 Skyline resources supporting Functional Area #3

- Information Security Engineer Tahmeed Rab
- Senior Network Engineer Mark Ford

## 4.4 Functional Area #4 – Surveillance and Physical Security

Skyline has the capabilities to provide the requested services under the Surveillance and Physical Security Functional Area:

• Description – provide the necessary resources to support physical security to facilities including assessment, consultation, technology solutions, and best practice recommendations.

Skyline is a leading provider of video surveillance and access control systems serving the Public Sector in Maryland. We support a number of the industry leading software applications from ONSSI, GENETEC and Milestone. Our services include engineering, design, installation and maintenance for large public-sector customer requiring full turn-key installation and support. Though we perform all video surveillance and access control services in house, we partner with the Fallston Group for professional facility, procedure and process review and recommendations. The Fallston Group is a long-term partner that provides security consulting for customers who want to be prepared for the worst-case security event. The following customers use Skyline for Surveillance and Physical Security:

- Carroll County Public Schools
- Harford County Public Schools
- Cecil County Public Schools
- St. Mary's County Public Schools
- Garrett County Public Schools
- Queen Anne's County Public Schools
- Prince Georges County Public Schools

- Anne Arundel County Government
- Calvert County Government
- Carroll County Government
- Governor's Mansion
- Maryland State House

#### 4.4.1 Functional Area #4 Past Performance

To validate our qualifications for Functional Area #4, Surveillance and Physical Security, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• Carroll County Public Schools CCTV – Past Performance #7

Skyline upgraded the video surveillance and access control system for the 43 schools in Carroll County to the Genetec platform. We continue to maintain the system today ensuring reliable operation of the hardware and software. The system has been in operation for approximately 3 years.

• Anne Arundel County Government – Past Performance #8

Skyline performed the design, implementation and support the county wide CCTV system including all County government buildings, Police Department buildings, Department of Detentions facilities, Courthouse, Department of Traffic and Department of Public Works. We also designed, implemented and support the Department of Public Works' Water Treatment Facilities surveillance system including a complete IT network to connect all sites to the Department's headquarters in Millersville. In the fall of 2015 we also performed a full audit of the CCTV system including short and long-term improvement and upgrade recommendations. Skyline has been implementing and supporting this system since 2010.

Harford County Public Schools – Past Performance #9

Skyline implemented the Genetec video surveillance system for the 51-school system in Harford County. The system has continued to grow and now contains over 2087 camera in one unified system. Skyline continues to provide software licensing and technical support on an annual basis.

- 4.4.2 Skyline resources supporting Functional Area #4
  - Safety and Security Analyst -Peter Pavlov
  - Safety and Security Subject Matter Expert Fallston Group
  - Facilities Specialist Darby Akers

## 4.5 Functional Area #5 - Web and Internet Systems

Skyline has the capabilities to provide the requested services under the Web and Internet Systems Functional Area:

 Description – A broad range of business solutions and support using the capabilities of the web and Internet: design, develop, test, implement and maintain web sites, portals, web applications and web services and the associated hardware, software, network and security components that comprise the solutions.

Skyline has demonstrated our ability to provide Web and Internet Systems services on several government and commercial projects. Most recently, Skyline virtualized our video streaming environment to support the continued growth of our fully managed video streaming solutions for the public sector. The solution enables the public to view all the available DoT roadside cameras via the traffic management website in each respective state. Skyline also has a commercial cloud and infrastructure as a service provider environment located in Maryland that supports many customer's solutions. Skyline products include a Public Portal to allow public sector agencies to provide real-time information to the citizens of that jurisdiction. In addition, Skyline engineers have institutional knowledge of the customer, the State IT standards, and the technologies necessary to support such traditional web hosting, single sign-on applications and security solutions to protect them.

## 4.5.1 Functional Area #5 References

To validate our qualifications for Functional Area #5, Web and internet Systems, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology - Reference #1

Skyline manages the Internet Service, Security as a Service, and Platform as a Service infrastructure for DoIT supporting a number of Web and Internet Systems. In addition to the Security as a Service Platform, Skyline operates the Cyber Security Operations Center to monitor, report and resolve security issues as they arise. These services create the strong foundation for web applications hosted by State Agencies.

• Keller North America Website and Custom Software Platform – Past Performance #10

Keller North America chose Skyline to design, develop, launch, manage, and host a new website and custom software platform that will accommodate the many website properties in Keller's North American portfolio. At the time of award, this included 12+ separate divisional business unit sites as well as a primary North American landing site for company introduction and prospect distribution to the appropriate Keller divisions. • PG TRIP Public Portal – Past Performance #11

Skyline designed, tested and implemented the PG TRIP Public Portal to allow for real-time information for citizens. This web-based application allows each citizen to customize their view via a set of selectable modules and the configuration is saved based on their user profile.

- 4.5.2 Skyline resources supporting Functional Area #5
  - Internet/Web Architect Damien Kemens
  - Senior Network Engineer Chip Stewart

### 4.6 Functional Area #6 - Electronic Document Management

Skyline has the capabilities to provide the requested services under the Electronic Document Management Functional Area:

• Description – Service to establish or maintain electronic document imaging, document management, document workflow, and associated technologies.

Skyline experience with Electronic Document Management has focused on applications to improve document sharing, print management and applications that combined traditional hardcopy document process with electronic records. These technologies include Microsoft SharePoint, print - copy management software and plugins for web applications.

#### 4.6.1 Functional Area #6 Past Performance

To validate our qualifications for Functional Area #6, Electronic Document Management, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline implemented a print – copy solution for State agencies to manage the copy and print cost management for the participating departments. The print – copy solution allow users to save documents directly to a folder or email to the user. Skyline also built the workflows and process into the new ServiceNow implementation to replace hardcopy processes. The workflows allow for electronic approvals and documents status of each of the activities in the system.

• Carroll County Public Schools – Past Performance #6

Skyline supports the Microsoft SharePoint environment for the school system. Our technical resource setup the initial environment to enable the School system to begin leveraging the application.

• CHART SHA – Past Performance #12

Skyline implemented the electronic document plug-in for the CHART application. This project implemented versioning, archiving and security for the application.

#### 4.6.2 Skyline resources supporting Functional Area #6

- Senior Systems Engineer Jesse Jordon
- Network Manager Walt Rhee

# 4.7 Functional Area #7 - Geographical Information Systems (GIS)

Skyline has the capabilities to provide the requested services under the Geographical Information Systems Functional area:

• Description – Service to integrate, store, edit, analyze, and display geographically referenced information in a client/server or web-based environment.

Skyline has the expertise necessary to provide the Carroll County Public Network with Geographical Information Systems services including those in this Functional Area today. Skyline engineers are providing the State and Counties with Fiber mapping leveraging a COTS package by Advanced Fiber Optics called OSPINSight. The tool has been used to engineer the location of fiber optic cable along the public rights of way and includes the physical location of the manholes, hand-holes and associated served facilities using GPS technology. Skyline is also leveraging our GIS experience to provide the GIS mapping information for the State of Maryland DoIT, networkMaryland<sup>™</sup>. Experience includes working with ESRI and MapInfo data. The following customers have leveraged Skyline to maintain important fiber optic infrastructure information in a GIS system:

- State of Maryland, Department of Information Technology
- Baltimore County Government
- Howard County Government
- Carroll County Government
- Calvert County Government

Skyline has a team of GIS resources focused on the development and maintenance of OSPInsight solutions every day. Our Infrastructure team also leverages the system for emergency restoration / damage repair services and fiber splicing in support of our Operations and Maintenance (O&M) customers.

#### 4.7.1 Functional Area #7 Past Performance

To validate our qualifications for Functional Area #7, Geographic Information Systems (GIS), Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline implemented Advanced Fiber Optics OSPInsight for DoIT, networkMaryland<sup>™</sup> to help manage the fiber optic infrastructure built as part of the OMBN Stimulus project. This extensive fiber backbone also interconnects with several other fiber backbones that needed documented as well for operational needs. OSPInsight allows for careful tracking of all the fiber constructed for the State of Maryland, DoIT.

• Carroll County Public Network – Past Performance #3

Skyline implemented Advanced Fiber Optics OSPInsight for the Carroll County Public Network at the beginning of the project to build the backbone. Leveraging this GIS based tool allowed for effective design and cost estimation prior to construction. As the fiber optic backbone was completed, the as-built data was entered in to the system and documented for future planning. The system is also used today for operational needs such as emergency restorations when the fiber is damaged. Skyline continues to maintain the database and fiber infrastructure today.

• Howard County Government, ICBN – Past Performance #4

Skyline implemented Advanced Fiber Optics OSPInsight for the Howard County Public Network at the beginning of the project to build the backbone. Leveraging this GIS based tool allowed for effective design and cost estimation prior to construction. As the fiber optic backbone was completed, the as-built data was entered in to the system and documented for future planning. The system is also used today for operational needs such as emergency restorations when the fiber is damaged. Skyline continues to maintain the database and fiber infrastructure today.

### 4.7.2 Skyline resources supporting Functional Area #7

- Geographic Information Systems Technician 1 Michael Phillips
- Geographic Information Systems Technician 1 Nick Caleo

# 4.8 Functional Area #8 – Software Engineering

Skyline has the capabilities to provide the requested services under the Software Engineering Functional area:

Description – Service to provide full life cycle of a software system development. Process
definition; requirements management (project planning, quality assurance, project tracking and
oversight, organizational process focus); software metrics; software process assessments;
software capability evaluations; software project management; software certification; software
validation and verification; open systems; software architecture; software reengineering;
software reuse; component based software; software security; supervising software
configuration management; and CASE tools.

Skyline has the experience necessary to provide CCPN with Software Engineering services. Skyline engineers have created many software solutions, primarily focused around our Managed Services activities including networkMaryland<sup>™</sup>, MDOT NMS, SHA-CHART and County networks. Each solution requires a rigid process to develop the requirements, choose the technology and implement successfully. Skyline is also uniquely qualified in this area because it has successfully developed a product line which we sell today to the Public Sector for the management of streaming video. Skyline created the product line from the ground up starting with a customer problem statement and a broad understanding of technology. The product is actively maintained through the full life cycle including new feature development, hardware interoperability updates and custom designs to meet specific customer's needs. Skyline has also created software interfaces for legacy applications, Intranet applications and delivered integrated COTS applications for several customers. The following customers have leveraged Skyline to deliver software solutions to meet their IT needs:

- Prince George's County TRIP center
- Maryland Transit Administration RTIS project
- State Highway Administration CVIEW project.

Skyline has a team of over 30 technical resources supporting our software engineering group today. These resources include Business Analysts, Project Managers, developers, testers and technical writers to ensure we are staffed and prepared to deliver quality software solutions.

### 4.8.1 Functional Area #8 Past Performance

To validate our qualifications for Functional Area #8, Software Engineering, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• PGTrip Public Portal – Past Performance #11

Skyline developed the Claris ATMS for the Prince Georges TRIP Center to provide a consolidated way to manage their ITS environment. The software incorporates data from several different systems requiring a significant amount of software engineering and integration.

• MTA RTIS – Past Performance #13

The Maryland Transit Administration was looking for a better way to inform the bus riding community the status of the bus they needed in real-time. Leveraging an existing AVL system, Skyline and our software partner implemented the RTIS system that continues in use today. This effort required a significant software integration project from requirements gathering to UAT working with Government Stakeholders and third-party software vendors.

• SHA CVIEW – Past Performance #14

The State Highway Administration needed to implement a new Commercial Vehicle information system to stay current with Federal regulations. Skyline along with one of our key partners Iteris implemented their system in parallel to the current legacy system and migrated the SHA system to a new hosted platform. The CVIEW system is in place today having been successfully implemented.

#### 4.8.2 Skyline resources supporting Functional Area #8

- Software Engineering Michael Branan
- Internet/Intranet Site Developer (Senior) Brian Andress

## 4.9 Functional Area #9 - Systems / Facilities Management and Maintenance

Skyline has the capabilities to provide the requested services under the Systems and Facilities Management and Maintenance Functional area:

• Description – Systems / Facilities Management and Maintenance services include Data Center Technical Support/Operations, Monitoring and Help Desk. At the CCPN's discretion, these services may be required to be provided externally to the requesting partner.

Skyline has the expertise necessary to provide the Carroll County Public Network with Systems and Facilities Management and Maintenance services. Skyline engineers have been providing Maryland State with Tier 2 and Tier 3 Operations and Maintenance (O&M) support on the MDOT and networkMaryland<sup>™</sup> NMS contracts as well as support of Commercial data centers and Internet Service providers.

Skyline has utilized a variety of tools (SolarWinds Orion, Zenoss, and MRTG) to collect statistics on network related hardware and software to determine if those resources are properly supporting end user applications. Skyline's engineers have configured these tools to collect statistics on network related equipment and have also developed reports to inform the State of potential hardware and software problems. In addition, Skyline's engineers have the expertise necessary to evaluate the information collected in these reports and then provide recommendations to the customer on how to mitigate the problems.

Skyline also provides Help Desk resources for numerous Commercial customers and provides a 24/7 Managed Service that monitors State, County, and Commercial customers. The customers are provided a ticketing system and Help Desk services for the management of their networks, security and systems. The following customers utilize Skyline for Systems and Facilities Management and Maintenance:

- State of Maryland, Department of Information Technology
- State Highway Administration, Maryland
- Carroll County Government
- Queen Anne's County Government

• Federal Deposit Insurance Corporation.

The Skyline Service Desk operates today 24/7/365 and is composed of three unique service offerings working together to support our customers. Leveraging ITIL best practices, our Service Desk is composed of a Network Operations Center, Cyber Security Operations Center and a Help Desk. This environment includes a team of Tier 1, 2 and 3 resources along with Service Desk Managers to successfully deliver these services to our customers.

### 4.9.1 Functional Area #9 – Past Performance

To validate our qualifications for Functional Area #9, Systems/Facilities Management and Maintenance, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup> Managed Services and Support – Past Performance #1

As the Prime Contractor for networkMaryland<sup>™</sup>, Skyline maintains the network facilities and data centers that provide the environment for the network equipment. Leveraging our Service Desk, we monitor the facility and network alerts and follow established procedures to respond to alerts when operational status change in those facilities.

• Carroll County Public Network – Past Performance #3

As the Prime Contractor for the CCPN, Skyline monitors all the network and supporting equipment like UPS's to ensure the highest availability for the network. Skyline operates the Service Desk which takes calls and email for service impacting issues. The Service Desk handles escalations to the different Service Delivery groups within Skyline to respond to hardware issues, fiber optic damage and emergency locating tickets.

• Queen Anne's County Government – Past Performance #15

As the Prime Contractor for the Queen Anne's County network, Skyline monitors the network on a 24/7/365 basis providing Service Desk services and Tier 2 engineering support.

#### 4.9.2 Skyline resources supporting Functional Area #9

- Help Desk Manager James Redding
- Help Desk Specialist (Senior) Jon Prince

## 4.10 Functional Area #10 – Application Service Provider

Skyline has the capabilities to provide the requested services under the Application Service Provider Functional area:

• Description – Combination of software, hardware and networking technologies to offer hosted service-based applications.

Skyline has developed expertise serving as an Application Service Provider by developing our own solution for streaming highway traffic video and providing information to the public. The CLARIS solution combines our software, hardware and the necessary networking technologies to collect data and video from disparate sources within a State or County and make them available to the public. In addition to this service, Skyline has supported a number of internal applications that allow organizations deliver services within their enterprise environment. The Skyline CLARIS solution serves the following customers today:

- State of Virginia DoT
- State of Michigan DoT
- State of South Carolina DoT
- State of Tennessee DoT
- District of Columbia DoT

### 4.10.1 Functional Area #10 – Past Performance

To validate our qualifications for Functional Area #10, Application Service Provider, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline designed and implemented the private cloud or Platform as a Service environment for the DoIT. This solution was the initial component of the Enterprise project to consolidate IT services in the State. In addition to implementing the environment, we provide operational support and data back-up services.

• Virginia Department of Transportation (VDOT), 511 – Past Performance #2

Skyline designed and implemented a hosted video streaming solution leveraging our Claris product line to providing live video for the VDOT 511 website. The service is fully managed by Skyline and hosted from our McLean hosting center supporting multiple State DOT's.

• Tennessee Department of Transportation (TDOT) – Past Performance #16

Skyline designed and implemented a hosting video streaming solution leveraging our Claris product line to providing live video for the TDOT traveling community. The service is fully managed by Skyline and hosted from our McLean hosting center supporting multiple State DOT's.

### 4.10.2 Skyline resources supporting Functional Area #10

• IT Professional (Senior) – Shannon Hayworth

# 4.11 Functional Area #11 – Telecommunications and Video Services

Skyline has the capabilities to provide the requested services under the Telecommunications and Video Services Functional area:

• Description – Technologies that support both telecommunications and video communications.

Skyline has extensive experience with telecommunications and video communications. Our focus on Unified Communications allows our customers to implement VoIP and video conferencing solutions. In addition to these offerings, Skyline has created our own line of video streaming technology that allows our customers to effectively stream publicly accessible video content to a large citizen base over the Internet.

#### 4.11.1 Functional Area #11 – Past Performance

To validate our qualifications for Functional Area #11, Telecommunications and Video Services, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• State Highway Administration, State of Maryland VoIP – Past Performance #17

Skyline initially implemented a VoIP trunking solution for the SHA to reduce the cost of Inter-LATA calls between each District office. In the second and subsequent phases, we fully implemented VoIP phones for all users within the agency including the headquarters in Baltimore and Traffic Management Center in Hanover. Skyline provides services for expansion and on-going support today for SHA.

• Carroll County Government VoIP – Past Performance #18

Skyline designed and implemented a 28-site deployment of Cisco Call Manager. The deployment was coordinated to keep the current PBX active to limit the impact of the transition. The solution included 4 levels of redundancy to ensure 100% reliability.

• Carroll County Community College VoIP – Past Performance #19

Skyline designed and implemented the campus-wide Cisco Unified Communication system. The deployment was coordinated to keep the current PBX active to limit the impact of the transition. The solution included Cisco Emergency Responder to provide detailed location information within the campus should and emergency call be placed.

### 4.11.2 Skyline resources supporting Functional Area #11

• VoIP Specialist – Terrence Battlehunt

## 4.12 Functional Area #12 - Server and Database Administration

Skyline has the capabilities to provide the requested services under the Server and Database Administration Functional area:

 Description – Service that provides for the administration and maintenance of servers, database management systems, and associated application databases. This includes supporting and trouble-shooting operational servers (such as Microsoft Suite of Servers), databases, supporting the development, implementation, installation, configuration, and design of new databases. In addition, it includes the management of server software updates, performance tuning, automating procedures, back up/recovery, and disaster recovery operations.

Skyline has demonstrated our ability to provide Server and Database Administration services on several government and commercial projects. Our architects have provided significant engineering and consulting services for both the State of Maryland, DoIT PaaS and VDOT ATMS PaaS. These VMWare powered hosting environments allow the respective State agencies to stand up virtual services when needed for new applications supporting the critical functions of both government agencies. Most recently, Skyline virtualized our own video streaming environment to support the continued growth of our fully managed video streaming solutions for the public. The solution enables the public to view all the available DOT roadside cameras via the traffic management website in each respective state. Skyline also has a commercial cloud and infrastructure as a service environment located in Maryland that supports many customer's solutions. Skyline is currently leveraging the Amazon Web Services (AWS) cloud as our software development and testing environment. Our goal is to leverage the AWS cloud for the delivery of our products and assist customer's migration to that environment. In addition to maintaining the server environments Skyline also provides our database expertise for daily maintenance and migration projects. The following customers have leveraged Skyline to create strong Enterprise Service delivery environments:

- Department of IT, State of Maryland networkMaryland<sup>™</sup> Statewide Network and Enterprise consolidation.
- Department of Transportation, MD Transportation Business Unit Technical Support.
- State Highway Administration CHART Program Traffic Management website and streaming video solution powered by "Skyline Technology."
- Department of Transportation, VA Video streaming for 511 traffic management website and PaaS environment.
- Cecil County Government Database upgrades

### 4.12.1 Functional Area #12 – Past Performance

To validate our qualifications for Functional Area #12, Server and Database Administration, Skyline provides the following Past Performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:
• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline designed and implemented the private cloud or Platform as a Service environment for the DoIT. This solution was the initial component of the Enterprise project to consolidate IT services in the State. In addition to implementing the environment, we provide operational support and data back-up services.

• Virginia Department of Transportation (VDOT), 511 – Past Performance #2

Skyline designed and implemented a hosted video streaming solution leveraging our Claris product line to providing live video for the VDOT 511 website. The service is fully managed by Skyline and hosted from our McLean hosting center supporting multiple State DOT's. In addition to our video streaming solution, Skyline maintains the Platform as a Service infrastructure that hosts the VDOT ATMS application and other mission critical applications. This PaaS is protected by a disaster recovery site located in a different State.

• Maryland Department of Transportation (MDOT) TBU – Past Performance #19

Skyline provides Senior Level Systems Engineers to support the Server and Data Center operations at each of the Maryland Department of Transportation Business Units. These resources manage the implementation of new services, storage management and are the technical liaison to contractors implementing new applications for MDOT. Their expertise with virtual environments, storage solutions and networking are critical to the operations of many of the mission critical applications and websites supporting the citizens of Maryland.

#### 4.12.2 Skyline resources supporting Functional Area #12

- SQL Report Writer Beck Smith
- Senior Systems Engineer Ari Friedman
- Senior Systems Engineer Chris Schafer

## 4.13 Functional Area #13 – IT Management Consulting Services

Skyline has the capabilities to provide the following services under the IT Management Consulting Services Functional Area:

 Description – The IT Management Consulting Services include any of the following types of services: IT enterprise architecture, systems review for architectural consistency, strategic planning assistance, project management services, and risk assessment analysis.

Skyline has the capabilities and proven track record to provide the Carroll County Public Network with IT management consulting services. Skyline provides each of the requested focus areas under this Functional Area for many of our major customers and is a core function of our business. State programs like networkMaryland<sup>™</sup> and MDOT NMS require our engineers to develop solutions, integrate them into the existing architecture and determine the risk of implementation. All the products that go into the network and system environments require us to review the available technology on the market that will

meet the needs of customer and provide our professional recommendation for meeting the requirements of the customer. Skyline is very dedicated to consulting services and are often responsible for operating the resulting infrastructure, so we take great pride in creating the solution that is most efficient to operate and cost effective to maintain.

Skyline is also the Prime Contractor/Program Manager for three County Fiber Optic Networks. We managed the turn-key development of county wide fiber optic infrastructure and Ethernet based network services. The completed projects built over 300 route miles of new fiber optic infrastructure and connected over 250 County sites. This project was wholly managed in house by Skyline Project Managers. Most recently, Skyline supported the application and due diligence process to allow the State of Maryland to win a \$115 Million-dollar Stimulus Broadband grant to build Fiber Optic Infrastructure around the State to some 1006 Anchor Institutions including many in Carroll County. Skyline served as the overall program management office and was successful in completing one of a very few successful Stimulus grant projects in the United States. As part of this project, Skyline tested several hardware manufacturers to provide last mile connectivity before selecting Ciena for deployment. Today, we are at it again helping the State of Maryland, DoIT consolidate IT Managed Services in the State by building Enterprise services including desktop management, consolidated web hosting and LAN/WAN management. The following Skyline customers rely on us for IT Management Consulting services:

- State of Maryland, Department of Information Technology
- Howard County Government
- Frederick County Government
- Carroll County Government.

#### 4.13.1 Functional Area #13 - Past Performance

To validate our qualifications for Functional Area #13, IT Management Consulting Services, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline has done a significant number of projects for DoIT related to the IT Management Consulting services category. The most significant was providing the Program Office for the\$160 Million One Maryland Broadband Project. The Program including coordinating with all County jurisdictions and reporting to the Federal Government. The OMBN project was one of only a few successful grants completed in the United States. Skyline is also providing consulting services to DoIT for the IT consolidation program known as the Enterprise Initiative which is pulling IT resources into one organization and developing new processes to centrally deliver IT services for most State agencies. Another initiative Skyline has lead is the establishment of a Security Operations Center and IT Security policies to better secure the IT infrastructure and data for State Agencies. Each of these consulting projects have been critical to the State IT management. • Howard County Government Data Center Project – Past Performance #4

Skyline consulted with Howard County Government to design and select a new Data Center backbone infrastructure to allow for improved performance. Careful planning was required to allow for the migration from the legacy network to the new infrastructure when implemented.

• Queen Anne's County Government – Past Performance #15

Skyline consulted with Queen Anne's Government, Public Schools and Library to create a shared service provider network leveraging fiber from the OMBN Stimulus project. These organizations traditionally operated separating leveraging single threaded technical resources and expensive leased line circuits. The sharing of financial and technical resources allowed them to create a high bandwidth County owned network.

#### 4.13.2 Skyline resources supporting Functional Area #13

- Project Manager Bukky Ogungbade
- Network Manager Matthew Smith
- Senior Systems Engineer Ari Friedman
- Senior Network Engineer Chip Stewart

## 4.14 Functional Area #14 - Documentation/Technical Writing

Skyline has the capabilities to provide the requested services under the Documentation/Technical Writing Functional area:

 Description – Develop and/or maintain the following types of documentation: system documentation; user manuals; computer operations and program maintenance manuals; plans for training, testing, quality assurance, and contingency operations; and backup, recovery and restart procedures; technical writing for proposals, presentations, standard operating procedures (SOP), policies and procedures.

Skyline has the expertise necessary to provide the Carroll County Public Network with documentation and technical writing services. As a product manufacturer and an IT Managed Service provider, we create policies, procedures and proposals/presentations on a daily basis. Each Managed Service customer utilizes different types of equipment and requires a different response for each issue their environment has. The creation of standard operating procedures for each customers allow us to ensure we have shared understanding for how we support the operations of their network or systems. For users of our products, documentation is critical to ensure they properly implement and use the products.

The management of Service Provider networks such as networkMaryland<sup>™</sup> and the Carroll County Public network all require extensive documentation to maintain the complex environments. For each of these environments Skyline maintains the following set of documentation:

- Change Control Policy
- Password Policy
- Service Desk Procedures
- Network Troubleshooting Procedures
- Performance Plan for network
- Standard Incident and Security Response Procedures
- Procedure for Backup of critical management servers
- IP Addressing Policy
- Internet Routing Policy
- SWGI Routing Policy
- Infrastructure Device Naming Standard
- Escalation Procedure
- Facility Access Procedure
- Workflow for Request Submittals
- Asset Tracking Procedures

Each of these documents is critical to ensuring the networks meet the SLA's assigned to the customer network. The policy and procedures allow for repeatable processes that ensure efficient management of the customer infrastructure.

#### 4.14.1 Functional Area #14 – Past Performance

To validate our qualifications for Functional Area #14, Documentation/Technical Writing, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• networkMaryland<sup>™</sup>, Department of Information Technology – Past Performance #1

Skyline has lead is the establishment of a Security Operations Center and IT Security policies to better secure the IT infrastructure and data for State Agencies. Each of these consulting projects have been critical to the State IT management requiring extensive technical writing. The State security program includes over 50 policies to govern all electronic security for the State of Maryland Government.

• VDOT 511 – Past Performance #2

Skyline provides the video streaming of all highway traffic video to the Internet. Skyline manages the monitoring, network and web technology to bring hundreds of cameras reliably to the Internet via a 10GB connection. The operational process for managing this solution require written procedures that coordinate our managed services with the Prime contractor for the 511 website. Standard Operating Procedures were also written for the NOC to manage the day to day operations of the video streaming managed services.

• TXDoT Traffic Network Pilot – Past Performance #21

Skyline has implemented the first proactive monitoring of over 3000 devices on the Intelligent Traffic Network for the Dallas District TXDoT office. To make the operations successful interacting remotely with local resources by the Skyline NOC personnel, a full set of Standard Operating Procedures was created using ITIL methodology.

#### 4.14.2 Skyline resources supporting Functional Area #14

• Technical Writer/Editor – Eugene Chun

#### 4.15 Functional Area #15 - Quality Management

Skyline has the capabilities to provide the requested services under the Quality Management Functional area:

• Description – Create, update and implement quality assurance standards, processes and policies. To audit process and recommend improvements.

#### 4.15.1 Functional Area #15 – Past Performance

To validate our qualifications for Functional Area #15, Quality Management, Skyline provides the following past performance. In order not to disrupt the response flow, detailed past performances are in Section 8.10 Past Performance. A summary of the work we performed directly related to this Functional Area is below:

• PGTrip Public Portal – Past Performance #11

Skyline developed the Claris ATMS for the Prince Georges TRIP Center to provide a consolidated way to manage their ITS environment. The software incorporates data from several different systems requiring a significant amount of software engineering and integration.

• MTA RTIS Project – Past Performance #13

The Maryland Transit Administration was looking for a better way to inform the bus riding community the status of the bus they needed in real-time. Leveraging an existing AVL system, Skyline and our software partner implemented the RTIS system that continues in use today. This effort required a significant software integration project from requirements gathering to UAT working with Government Stakeholders and third-party software vendors.

• SHA CVIEW – Past Performance #14

The State Highway Administration needed to implement a new Commercial Vehicle information system to stay current with Federal regulations. Skyline along with one of our key partners, Iteris, implemented their system in parallel to the current legacy system and migrated the SHA system to a new hosted platform. The CVIEW system is in place today having been successfully implemented.

#### 4.15.2 Skyline resources supporting Functional Area #15

- Project Manager Karen Nwulia
- Quality Assurance Specialist Jennifer Peeling

#### How We Work

Skyline utilizes an Agile approach to software development across project strategy, road mapping, UX, design, programming/development, QA and delivery. We work as a single integrated unit, with prioritized collaboration and a high level of involvement with our client Product Owners. We work closely with our clients to implement a working cadence that embraces open communication including sprint planning, dev stand-up meetings, and demos / presentation of sprint deliverables. This process requires a commitment from the collective; Skyline and the client team, resulting in software deliverables that meet the goals of the client.

This process is in place for even the smallest engagement and can scale down or up to make sense for the representative scope of work.

#### Agile Development Methodology

Once Strategy and Road mapping is complete, and development begins, Skyline follows an Agile development methodology that is centered on working to incrementally create and deliver project deliverables. Skyline and our clients collaborate to define Minimal Viable Product (MVP) and then continually iterate and scale. The core goal of the Agile methodology is to deliver early and often, so clients can realize value faster from their software initiatives.

Skyline engages in two-week development sprints that include the following critical components:

- Beginning of Sprint (Day 1) Sprint planning is used to determine which of the client prioritized features the team will work on for the next two weeks, based on current capacity. Team members are assigned stories and tasks for completion by the end of the sprint.
- Mid Sprint (Day 1-10)
   Team is focused on completing the necessary requirements, development, testing and
   UI/UX tasks assigned. Daily standups to communicate progress and challenges (blockers)
- End of Sprint (Day 10) Sprint Review/Demo with Client Team - Dev team runs a live demonstration of the features produced during the sprint; team receives client approval and/or feedback. Sprint Retrospective: Review lessons learned during sprint and apply learning forward.

#### Agile Project Management Methodology

Prior to beginning any project, we develop a plan that includes specific procedures to ensure timely, complete, and accurate communications and successful work execution. Skyline works with our client to develop well-defined protocols based on best practices to ensure timeline

management. Our results- oriented, agile project management approach allows the client transparent access to the status of every milestone and deliverable at all times. Frequent and direct communications and comprehensive information management tools enable us to manage each task to the ongoing expectations of the client.

## **Project Management Tools**

Team Skyline utilizes project management tools and the Agile Development platform, JIRA to help manage client engagements and ensure that all documents, materials and approvals are tracked through the implementation of these cloud-based tools. These tools ensure that Skyline and our client stakeholders can access task and deliverable information at any time, either as a dashboard summary of the entire project or selected task, or as a detailed drill-down of a specific task or deliverable. Transparency is a cornerstone of successful software initiatives, and both JIRA and our PM tools promote an open, collaborative approach to ensuring success.

## **Project Communications**

Communication is fundamental to Skyline's philosophy of success, and we purposefully integrate our clients in all facets of the software design and development process. This reduces surprises and mitigates risk typically associated with other development methodologies. Our clients have the opportunity to weigh in on critical decisions made throughout the project, discuss deployment schedules, prioritize the development of functionality and make adjustments as the projects matures. This collaborative working dynamic promotes a successful relationship and end product for our clients and their audiences.

## Meetings

The Skyline Project Manager conducts informal ongoing discussions with our client stakeholders throughout engagement as well as standing, weekly meetings that include the client Product Owner. Skyline weekly meetings with our clients embrace an Agile approach and encompass status (previous week and upcoming work planned), requirements, risks, performance, and blockers. Monthly status reports are provided describing activities accomplished for the month, challenges, performance metrics, and activities planned for the next month. In addition to regularly scheduled "standing meetings" between the client Product Owner and the Skyline Project Manager, we encourage daily communication and ad hoc conversations to work through ideas, questions, etc. During times of peak velocity through design and particularly development, the Skyline PM will includes the client Product Owner in daily stand-ups, which occur at a set time and encompass quick updates, blockers, and "to do's" for the day.

## Agile-Based Documentation and Communication of Project Risks

In addition to ensuring successful execution of any software initiative within the defined cost and schedule parameters, Skyline uses best practices from agile development methodologies to minimize risk. Specifically, through this incremental and cross-functional process, Skyline aims to minimize overall risk and embrace the ability to adapt to change quickly. Risk is addressed at the project level and within each specific phase of the process.

### Expectations of the Client – Product Owner

A common theme in successful software initiatives is hands-on involvement of a client side Product Owner. An engaged Product Owner immediately minimizes risk and facilitates maximum velocity during the Discovery, design and development stages of the project. The client Product Owner will be responsible for prioritizing work in the backlog, making decisions in a timely manner and providing any necessary information on behalf of the client team. This person will also help coordinate key client decision makers when additional approvals or information is needed. By including the right people at the right time, Skyline can course-correct quickly (if necessary) and maintain our delivery schedule throughout the entire project.

## Agile Software Testing Methodology - Skyline Software QA

Skyline utilizes Agile Testing methodology. Testing is baked into the development process during each sprint. Skyline is responsible for running several forms of technical tests before a single piece of functionality is delivered to the client Product Owner for final User Acceptance Testing (UAT). Testing forms include:

**Unit Testing** - a method by which individual units of source code, sets of one or more computer program modules together with associated control data, usage procedures, and operating procedures are tested to determine if they are fit for use. Increased unit testing ensures that the code produced is stable and therefore requires less functional and regression testing.

**Functional Testing** - a method by which specific feature or application output is tested by executing on functionality to determine results. Goal in reviewing the output is to determine that output behavior matches the functional intent of the specific feature scoped to be developed.

**Integration Testing** - the testing performed on a variety of combinations of software modules. The software modules are grouped appropriately in order to test an isolated piece of functionality. As more and more software modules are completed and unit tested, the pieces of functionality grow larger and larger until complete system threads are available. Integration testing begins during the development phase, as soon as related software components are completed, and must be completed prior to the beginning of system testing.

**UAT Testing** – This is the responsibility of the client. Each piece of functionality, where applicable, will be tested by the client Product Owner during the sprint being executed. Further system wide testing will be done with client staff at completion of the project upon the final production release for development.

# **5** BACK UP, RECOVERABILITY AND SECURITY

Skyline takes a multi-layer approach to ensuring that data is protected by a solid back-up and redundancy approach in the event of an issue. The first layer of data protection is to use a number of systems, both internal and in the cloud to reduce the number of single points of failure should a system be unreachable, or data lost. The following is a break-out of systems and their location supporting the CCPN projects:

- SolarWinds Orion NMS Internal System
- File Share Internal System
- Connectwise Manage Cloud based System
- Microsoft SharePoint Cloud based System
- ITGlue Cloud based System

For the internal systems, Skyline employs a multi-layer back-up of the data utilizing the CommVault Complete Back-up and Recovery management software. The primary Skyline systems are housed in the TierPoint Data Center in Baltimore. Within the facility, Skyline uses CommVault to make a local back-up of each system and the data contained within that system. The CommVault back-up located in the TierPoint Data Center is then replicated to our data center in McLean, VA. This layered approach means we can quickly recover data or system in the TierPoint data center should a failure occur with that system locally. Should there be multi-layer system or facility failure at TierPoint, operations will be reestablished in McLean, VA or at a minimum the data can be provided by the secondary back-up.

# 6 HARDWARE AND SOFTWARE

As required by the CCPN RFP, Skyline's proposed solution will include all the equipment, software, and services necessary to support the management, engineering, and operations of CCPN projects.

Skyline will utilize a variety of hardware and software to support the proposed solution for the CCPN. Table 6.1-1 maps the service requirements to the software and hardware Skyline will use to support the CCPN project.

Required Service	Software	Hardware
Project management	Microsoft Project	Cloud
Document management and access	Microsoft SharePoint	Cloud
Fault and performance monitoring	SolarWinds Orion	Dell or equivalent server
Help desk system	Connectwise Manage	Cloud

#### Table 6.1-1: Service Requirements Mapped to Skyline Software and Hardware

ITGlue	NOC SOP Management	Cloud
Configuration management	Skyline Provisioning Database	Dell or equivalent server
Circuit provisioning	Ciena OneControl*	Dell or equivalent server
Fiber and microwave planning and documentation	Advanced Fiber Optics – OSPInsight*	Dell or equivalent server
Off-site backup and redundancy	CommVault Complete Back-up and Recovery	Dell or equivalent server with EMC SAN
Security/VPN	Juniper Junos OS, VPN tunnels, etc.	Juniper SSG and SRX product line

\*County owned software

# 7 PERSONNEL

Skyline personnel are leaders in the industry who provide professional project-management and network-management services. The proposed program manager for the CCPN Consulting and Technical Services project is Mr. Jason Ross. Mr. Ross is currently the Vice President and Chief Revenue Officer for Skyline and has been with the company for over 12 years. Mr. Ross has experience in the development of fiber-optic network and the operation of public sector networks as well as government program and contract management. Ms. Bukky Ogungbade, proposed Project Manager, has extensive public-sector experience including work for the DoIT, networkMaryland, and other Public-Sector projects. She will coordinate the project-management elements for project supporting the members of the CCPN. In addition to the Program and Project Management, a Technical Account Manager will support the day to day needs of any programs that have an on-going or maintenance task. The Organizational Chart people shows at the high-level the parts of Skyline's organization that will support tasks resulting from this contract.



The management staff identified above represent the Service Delivery Divisions that make up the Skyline Solution Team. Each member of this team brings unique experience that is top notch in the industry. Full Skyline Organization Charts are found in Appendix A.

Resumes for all Proposed Personnel are provided in Appendix C.

# 8 RESPONDENT EXPERIENCE AND CAPABILITIES

# 8.1 Skyline Corporate Overview

Skyline Technology Solutions, LLC., (Skyline) was established in 2004 to serve Public Sector Government customers throughout the State of Maryland. Skyline is owned by Mr. Brian Holsonbake a Carroll County resident and supported by a seasoned management team. Skyline is an industry leading provider of Monitoring as a Service (MaaS), Video as a Service (Vaas), Platform as a Service (PaaS) as well as a wide array of IT, Infrastructure and Security Services. Skyline currently employs two hundred and thirty (230) people supporting our primary service offerings. The company has been providing network managed services for over 10 years with our current MaaS operation being in continuous operations 24/7/365 for over 7 years. Today there are over Fifty-five (55) technical resources supporting network managed services directly. For this contract we will also leverage the Infrastructure team which includes over thirty (30) technical resources to document, design, install and maintain the fiber infrastructure. The Security team will provide an additional thirty (30) resource alone for any video surveillance and access control project. In all, there are over 200 technical resources available to cover the breadth of different projects that could be performed under this contract.

The following is a list of services provided by Skyline including the duration and key business relationships:

- Network Engineering (14 years): Skyline provides LAN/WAN solutions and consulting for Cisco, Juniper Networks, Extreme Networks, MRV Communications and Ciena.
- IT Security (13 years): Skyline provides firewall/VPN/Security Operations Center solutions for Cisco, Juniper Networks, Pulse Secure and Palo Alto Networks as well as leveraging a number of tools including Splunk for monitoring.
- Systems Engineering (11 years): Skyline provides server/applications/cloud hosting utilizing Dell, VMWare, Microsoft and EMC. Monitoring of the systems is primarily performed by SolarWinds Orion and Service Desk operations utilizing ConnectWise for ticket and resource management.
- Software Development (10 years): Skyline provides software and web site development using open source products. Skyline has our own software-based product line and understand the requirements of full software lifecycle management.
- Physical Security (14 years): Skyline provides video surveillance and access control leveraging ONSSI, GENETEC and Exacq products along with Sony, Axis cameras.
- Infrastructure Services (12 years): Skyline provides Inside and Outside copper and fiber optic infrastructure to provide physical connectivity between network closets, devices or buildings. Products include Belden, Corning, Panduit, TE Connectivity and others.

Skyline also has a solid presence in the State of Maryland to serve as a base of operations to deliver services to the CCPN. Our Headquarters in Glen Burnie, Maryland provides us extensive capabilities to deliver projects and demonstrates to our customers our commitment to IT management. The Skyline 24x7x365 Service Desk (NOC and SOC) monitors network elements, coordinates break/fix, performs maintenance, and manages escalations to our engineering resources. The Service Desk is in our 40,000-square foot facility located just 10 miles south of Baltimore, adjacent to the Baltimore/Washington International (BWI) Thurgood Marshall Airport. This central Maryland location allows the Skyline team to quickly deploy across the County in support of the management of the County assets under the scope of this RFP. The Service Desk is open, staffed, and available for access by Customer personnel always.

Remainder of the page left blank.



With a strong team of employees and partners, Skyline has the depth needed to support Non-Profits, Public School Systems, Higher Education, Statewide, City, and County network infrastructures. Skyline will primarily utilize our State of the Art newly constructed headquarters located at 6956-F Aviation Boulevard, Glen Burnie, MD 21061 for the CCPN contract. Skyline headquarters includes the following features that will be utilized in support of this contract:

**Service Desk** – Provide network operations and security operation services 24x7x365 from our 1000 square foot facility. The Service Desk includes 14 Tier-1 workstations, 2 Tier-2 workstations and a management office for 2 Service Desk Managers.



**Technology Lab** – 950 square foot facility with staging racks and work benches with flexible power distribution and 12 – tons of redundant Liebert HVAC.

**Staging Warehouse** – Our 1200 square foot warehouse allows for short term storage during the provision and implementation of customer projects. Skyline has an adjacent facility with 6000 square feet of storage for larger projects.

**Training Center** – Our 1750 square foot training room allows Skyline to provide in-house technical, management training and host customer stakeholder meeting with seating for 40+ people.

**Conference Rooms** – Multiple conference rooms are available to support project and customer meetings.

**Office Space** – The facility supports over 120 in-house technical, project management and administrative resources, ensuring plenty of space to support the County's technical needs.

**Fleet** – Skyline has a fleet of over 50 vehicles to support our technical staff. Specialized vehicles like bucket trucks allow us to perform fiber optic installation and maintenance on aerial fiber or install video surveillance cameras safely on high mounting points. Our organization is well equipped to deliver on projects and maintenance services.

**Warehouse Space** – The storage and logistics operations for Skyline include five full-time resources, segregated customer equipment storage areas and multiple receiving bays. With 6000 square feet of space in our logistics center, Skyline has the capacity to manage any size project. Clients today trust us with over \$5 Million dollars in IT hardware that we receive, inventory and release utilizing government audited processes.

Not only does Skyline maintain our Headquarters to provide the highest level of support, we also partner with TierPoint (formerly BTP) located in the City of Baltimore to provide hosting and disaster recovery services. Skyline maintains physical office space within the data center to provide a redundant site for Disaster Recovery planning for our Service Desk.

With Skyline's skilled staff, institutional knowledge of the Maryland Government IT requirements, standards and polices, as well as Skyline's commitment to customer excellence, Skyline is a clear choice for quality IT services for the Carroll County Public Network. We are committed to a long-term relationship with our State, County and local customers.

#### 8.1.1 Strategic partners

To accomplish our corporate goals as well as those of our customers, we have formed strategic partnerships with key business partners. Because hardware is the core of any network, we have strategic partnerships in place with Cisco, Juniper, Ciena, Foundry, Aruba Wireless, Dell and SolarWinds. These partnerships allow us to provide the best-of-breed solutions that our customers desire. They also allow

us to support a wide range of operational networks and IT solutions. In addition to reselling the hardware, Skyline often receives referrals from these hardware vendors to support their customers directly.

Skyline utilizes two strategic partners for the support of our redundant network management and backup solution. TierPoint, a facilities-based ISP and Class A data center operator, provides Skyline the robust environment we need for our primary hosting center and back-up data center. The facility boasts redundant electric utility power feeds, UPS back-up for network devices, and large generators in the event of a commercial power failure. In addition to the protected facility, TierPoint has multiple diverse fiber feeds and Internet connectivity from separate providers. The leveraging of the facility and network infrastructure allows Skyline to provide a reliable monitoring solution for all our customers. Skyline also utilizes the CenturyLink data center in McLean, VA as our back-up data center. These strategic partnerships have been created through the mutual business needs of all companies involved to facilitate network monitoring, network engineering, and ongoing operational support from Skyline.

## 8.2 Service offerings

Skyline focuses our business on 12 key service offerings, all of which are based on or rely on the core LAN/WAN network. These 12 main service offerings are as follows:

- Network Engineering and Implementation
- Project Management
- Outside Plant Management
- LAN/WAN Monitoring and Operations
- Network Security
- Voice over IP
- Intelligent Transportation Systems (ITS)
- Systems Support (Active Directory, Microsoft, Servers, Desktops)
- Web and Application Hosting Services
- Video over IP Distribution Products and Services
- Web and Application Development
- Staffing (Short- and Long-Term)

#### 8.2.1 Network engineering and implementation services

Skyline provides a wide array of network engineering and implementation services tailored to meet the needs of our customers. Working from the business requirements of our customers, we can recommend single-site solutions up to multi-county statewide networks. Each network design implementation is fully documented in Microsoft Visio and current configurations are documented for customer record. For large implementations or lab testing, our facility allows us to pre-stage hardware for the customer to ensure problem-free installation and timely turn-up. With a large amount of equipment utilized today reaching end-of-life, many of the network implementations also require a migration from an existing network. We support these projects at a time that best serves the business of the company, regardless of the time of day. In addition, as a vendor-neutral company, we stay current with the latest technology from numerous vendors. This allows our customers to obtain the best solution for their network needs.

#### 8.2.2 Project-management services

Skyline provides comprehensive project-management services to support all our service areas. Skyline utilizes methodologies consistent with the Project Management Institutes (PMI) Project Management Body of Knowledge (PMBOK) guide to ensure that projects are completed on schedule, within budget, and to the customer's satisfaction. We use the industry standard Microsoft Project for project planning, schedules, and reporting. We also use Microsoft Visio for network documentation. These services ensure that projects of any size and complexity are completed successfully.

#### 8.2.3 Outside-plant-management services

Skyline provides a wide breadth of services to support the development and maintenance of outside plant fiber infrastructure. Skyline has expertise in the development of aerial and underground fiber infrastructure. Our fiber system design incorporates not only the physical terrain, but also the network layer that will ultimately serve the customer base. We incorporate the future maintenance requirements and interconnection development to ensure that the fiber infrastructure meets the customer's long-term goals. In coordination with our 24x7x365 support of LAN/WAN monitoring and operations, we utilize subcontractors to provide locating, installation, maintenance, and repair services.

#### 8.2.4 LAN/WAN monitoring and operations services

Skyline provides advanced LAN/WAN monitoring and operations services for a variety of public and private companies. The Skyline NOC architecture is based on the use of our partners' data center and ISP resources to provide a highly redundant, flexible, and secure solution for our customers.

Skyline utilizes the SolarWinds suite of projects to provide fault, performance, and configuration management services. The SolarWinds Orion application provides our customers with the monitoring and operations support they expect. Skyline also utilizes the ConnectWise Manage help desk system for problem tracking and documentation.

The Skyline NOC is staffed 24x7x365 and is ready to provide the operational support requirements of this RFP. The Operations staff at the Service Desk is responsible for engaging Tier 2 engineers. Skyline's Tier 2 and Tier 3 staffs are also engaged via our escalation process. Skyline's solution with the staffed operations staff and Tier 2 engineers provides redundancy and also effective engagement of resources to support operational problems and anomalies.

#### 8.2.5 Network security

Skyline provides customers with firewall, VPN, SSL, and wireless network security services. All networks today require the appropriate security measures to ensure that critical systems and data are protected. In addition to hardwired networks, wireless connectivity requires careful engineering and security measures to segment publicly available access from internal network resources. Skyline provides a comprehensive overview of the security requirements for any customer and recommends a hardware solution to best fit that customer's network-security needs. Once the right solution is determined, our engineers are available to implement and in many cases migrate a customer to the new security

solution. Our engineers support security products from numerous vendors with a focus on Juniper, Cisco, and Palo Alto, which are some of the leading security hardware and software providers.

#### 8.2.6 Voice over IP

Skyline provides customers with all aspects of Voice over IP systems. Starting at the critical network layers, Skyline's talented engineering staff is well-versed in the configuration of Quality of Service (QoS) and VLAN parameters on a network to ensure that proper network capacity is available for voice traffic. Skyline will implement the Voice over IP system to the desktop and interconnect the system to various office applications such as voicemail, email, and video conferencing. These implementations can be engineered to operate on a wire-line network utilizing Power over Ethernet switches or wirelessly using shared voice and data access points. The use of Voice over IP unifies the existing telecommunications and data systems and thus creates a single management platform for the customer or Skyline to manage.

#### 8.2.7 Intelligent Transportation Systems (ITS)

Skyline has developed a line of products to address the issue of sharing traffic video from one to many sources and leveraging legacy sources. As with any system, ITS relies on a properly configured network to support video over IP and normal data traffic. Skyline engineers create successful IP multi-cast video deployments supporting live-feed traffic cameras across the state. ITS also incorporates the monitoring of weather stations, sign controls, and toll collection over a unified network infrastructure. Today we support the video distribution in Maryland, Virginia, West Virginia, Pennsylvania, Michigan, Tennessee, South Carolina and Washington, D. C. We are also in the process of implementing our solution in the State of New York.

#### 8.2.8 Systems support (Active Directory, Microsoft, Desktop)

Skyline has strong expertise in the Microsoft suite of software, network monitoring systems, and desktop support. Our systems engineers provide systems migration services, maintenance, and backups for our customers to allow for effective operations of critical applications on any network. Skyline can manage your email, servers, and internal systems on a project basis or as a managed service.

#### 8.2.9 Web and application hosting services

Skyline has developed a robust web and application infrastructure leveraging our data center presence in TierPoint and the CenturyLink (Level3) Data Center in McLean, Virginia. The hosting environment includes necessary network and security hardware, VM hosting infrastructure, and EMC SAN infrastructure for storage capacity. The CenturyLink Data Center is also utilized for hosting our traffic video solution, but space is available for managed customer solutions as well. The CenturyLink location includes a 10 Gigabit Internet service to ensure no limits for customers in that location. Each site has redundant network and security infrastructure and power supplies. Customers in our web and application hosting environment include state and commercial customers.

#### 8.2.10 Video Over IP Distribution Products and Services

Skyline is a unique company in the IT integrator space because we are also a manufacturer of our own product line and associated managed services. Skyline has developed a line of products that allows video from any source to be normalized, compressed, and securely distributed to an almost unlimited number of users. Skyline provides these products in three different ways: through stand-alone product sales, through the sale of products and support services, and as a fully managed solution. As the manufacturer, we are able to tailor a solution for any customer. Customers of our Video over IP distribution products include the State of Maryland, SHA, the CHART program, the Virginia DOT, Baltimore County, and Carroll County Public Schools.

#### 8.2.11 Web and Application Development

Skyline has built a strong team of web and application developers to provide our customers the solutions they need to improve services to their customers. Skyline can provide full development services for webbased and internal applications.

#### 8.2.12 Staffing (short- and long-term)

Skyline has been providing short- and long-term contracted Information Technology staffing and services since its inception in 2004. Our first IT staffing roles included a team of network engineers supporting the Maryland Department of Transportation and the Department of Budget and Management at the state to operate the two key state networks. We continue to perform these roles over eight years later, and we have expanded our IT staffing to include project management, systems, web, and application development staff. Many of our staffing resources are supporting critical IT infrastructure in their respective assignments and providing leadership for the IT operations of customer organizations as senior technical resources. Our staffing programs range in size from a single resource to over 30 resources on a single program. Skyline will work hard to provide the Carroll County Public Network with great supplemental staff like the following satisfied customers:

- Anne Arundel County Government
- Carroll County Public Schools
- Howard County Government
- State of MD, Department of Transportation
- State of MD, State Highway Administration
- State of MD, Maryland Transit Administration
- Commercial Customers.

Remainder of the page left blank.

# 8.3 Technical skills and certifications of Skyline's employees associated with providing managed network services

Employee	Manufacturer	Certifications
Ryan Der	Aruba/HPE	Aruba Certified Mobility Professional (ACMP
Ryan Der	Aruba/HPE	Aruba Certified Switching Associated (ACSA)
Chip Stewart	Juniper	Juniper Networks Certified Expert (JNCIE-ENT) #536
Chip Stewart	Juniper	Juniper Networks Certified Professional (JNCIP-ENT)
Chip Stewart	Juniper	Juniper Networks Certified Specialist (JNCIS-ENT)
Chip Stewart	Juniper	Juniper Network Certified Professional (JNCSP-ENT)
Chip Stewart	Juniper	Juniper Networks Certified Design Associate (JNCDA)
Chip Stewart	Juniper	Juniper Network Certified Associate Junos (JN CIA)
Chip Stewart	Splunk	Accredited Sales Representative I
Chip Stewart	Splunk	Accredited Sales Representative II
Chip Stewart	Splunk	Certified Splunk Administrator
Chip Stewart	Splunk	Certified Splunk Architect
Chip Stewart	Splunk	Certified Splunk Power User
Mark Ford	Cisco	Cisco Routing and Switching (CCDP)
Mark Ford	Cisco	Cisco Wireless (CCNA)
Mark Ford	Cisco	Cisco Routing and Swithcing (CCNA
Mark Ford	Juniper	Juniper Networks Support Professional (JNCSP-ENT)
Mark Ford	Juniper	Juniper Networks Certified Professional (JNCIP-ENT)
Mark Ford	Juniper	Juniper Networks Certified Specialist (JNCIS-ENT)
Mark Ford	Juniper	Juniper Network Certified Associate Junos (JN CIA)
Matt Smith	Cisco	Cisco Certified Internetwork Expert (CCIE) #8480
Ryan Der	Aruba/HPE	Aruba Certified Mobility Professional (ACMP
Ryan Der	Aruba/HPE	Aruba Certified Switching Associated (ACSA)
Tahmeed Rab	ForeScout	ForeScout CounterACT Administrator (FSCA)

# 8.4 Experience, training, and certifications relative to the specific components of hardware and services

Manufacturer	Partnership Level	Certifications
Juniper	Select Partner/Certified Installer	(3) JNCIP-ENT; (3) JNCIP-SEP, (1) JNCIE-ENT
Hewlett Packard/Aruba	Gold Partner/Certified Installer	(2) ACSA
Cisco	Premier Partner/Certified Installer	(1) CCIE; (2) CCNA; (2) CCNP
Meraki	Premier Partner/Certified Installer	
Axis Communications	Gold Partner/Installer	(2) Axis Certified Professional
Genetec	Unified Elite/Installer	(5) Security Center – Synergis Technical Certification
Identicard	Certified Reseller/Installer	(2) Certified Installers (Confirmation available via Identicard)

Middle Atlantic Products	Certified Reseller/Installer	No Certifications needed
OnSSI	Platinum Partner/Installer	(2) Ocularis Certified
Pulse Secure	Certified Reseller/Installer	
Skyline Technology Solutions	Manufacturer/Installer	No Certifications needed
Avaya	Certified Reseller	No Certifications needed
Palo Alto	Gold Level/Installer	(6) ACE; (13) ASE; (3) PSE Platform A; (3) PSE Platform F
Splunk		Accredited Sales Rep I & II; Certified Admin; Certified Architect; Certified Power User;
Tenable		
Milestone	Silver Partner/Installer	Milestone Certified Integration Technician
Hanwha	Step/Gold Partner/Installer	No Certifications Needed

# 8.5 Project Management Capabilities

Skyline has extensive experience running large and complex IT projects and operational programs. Skyline has a Program Management office led by a very seasoned Project Management Professional to effectively organize, break-down and complete large project across a diverse set of IT services.

The Skyline Program Management Office (PMO) group and service delivery divisions holds the following certifications:

PMPs (Project Management Professionals):	5
CSMs (Certified Scrum Masters):	4
ITIL Foundations:	41
ITIL Service Operations Intermediate:	2
6 Sigma:	6

The following are examples of large and complex IT projects Skyline has completed in the past 5 years:

- \$160 Million OMBN Stimulus Grant Project (Network and Telecom Engineering): Skyline led the project to construct fiber optic infrastructure to over 1000 sites across most jurisdictions in Maryland. This complex project included grant reporting to the Federal government, oversight of the ICBN sub-project and expansion of networkMaryland<sup>™</sup> network connectivity into State agency locations. This 3-year project was completed successfully and led to several follow-on projects to build or upgrade County networks primarily in Calvert, Howard and Carroll County.
- MTA RTIS Software Project (Software Engineering): Skyline as the Prime Contractor, leading the custom COTS and integration software project for the Maryland Transit Administration (MTA) to deliver the Real-time Transit Information System (RTIS) to provide near real-time information on

bus schedule information in the Baltimore Metro area. This \$1.5 Million project included custom development to a COTS software product to integrate with legacy GPS/route scheduling tools with IVR integration for both web and voice communication. The project included requirements gathering, legacy vendor coordination and software integration, User Acceptance Testing and training.

 networkMaryland<sup>™</sup> Program Support (Facilities Management, Information System Security, Enterprise Services Provider and Network & Telecom Engineering): Skyline is the Prime Contractor for the State of Maryland, Department of Information Technology, networkMaryland<sup>™</sup> program. The networkMaryland<sup>™</sup> program, originally created to improve broadband connectivity for State Government, has grown into one of the largest data and Internet service providers in Maryland. The program leverages the significant investment in fiber optic infrastructure built during the OMBN Stimulus project to connect most State and County government facilities. The program includes a Statewide Network Operations and Cyber-security Operations center staffed 24/7/365 and manages over 1200 devices across the State. More recently with the State government moved to a consolidated IT approach led by DoIT, Single sign-on services have been added along with a Platform as a Service hosting environment. This operational and consulting program runs over \$15 Million per year.

In addition to the projects and programs identified above, Skyline manages several projects and programs more than \$1 Million per year across the Functional Areas requested in the RFP. Additional examples and detail is provided in our references for each Functional Area.

# 8.6 Vendor Management

Skyline has extensive experience working with 3<sup>rd</sup> party manufacturers or supplies for the delivery of projects and services. We are uniquely qualified as demonstrated by our support of the State of Maryland Government, networkMaryland<sup>™</sup> program which is the full out sourcing of the delivery of all data services to State and County Governments and a number of Public Schools Systems. As hardware is tested and validated for new solutions, we work with the vendors to obtain demo equipment for testing. Once a design is complete, we work with the vendors to procure and receive the equipment into our warehouse facility. During the installation process for hardware/software, we often work with the vendor technical resourcing for training and knowledge transfer. The relationship finally transitions to operations where we often work with their technical assistance centers to troubleshoot issues and perform RMA requests. The entire lifecycle is experienced by Skyline while supporting our customers. As demonstrated by our ability to resell a long list of products and the associated certifications we hold, our history of working with vendor is lengthy.

# 8.7 Customers

Skyline serves a broad base of customers from the public and private sectors. These customers are located throughout the Country and include state government, local government, Internet service providers, data centers, and the federal government. Our broad coverage of all markets allows us to keep up with the latest technology and provide a variety of work for our employees across all network hardware product lines. Some of our more notable customers are listed below:

Maryland Department of Transportation	State Highway Administration
networkMaryland™ (DoIT)	Prince George's Community College
Maryland Automobile Insurance Fund	Texas DoT
Maryland Energy Administration	Breakthru Beverage
Carroll County Community College	Carroll County Government
Carroll County Public Schools	Baltimore County Government
CareFirst	Harford County Public Schools
Washington County Public Schools	Virginia Department of Transportation

These customers represent part of the approximately 300 different customers that Skyline currently serves.

# 8.8 Skyline Organizational Chart

Skyline has a Service Delivery Division structure led by a Director for those services provided by the specific team. With each team are Team Leads that help drive task management and performance management of the technical resources supporting the contract. Each group has sufficient resources to provide a primary resource with secondary support. As the Statement of Work are created, Skyline will identify the Service Delivery Director along with the Primary and Secondary resources. Depending on the size and number of projects, additional project management resources may be utilized as well.

The Organizational Chart for the Service Delivery works supporting this contract are included in Appendix A.

# 8.9 References

The following are References for customers who are capable of documenting our ability to manage similar projects to those in the functional areas:

## 8.9.1 Reference #1 - networkMaryland<sup>™</sup>, DoIT

	Skyline Reference #1 networkMaryland™, Department of Information Technology	
A	Services Provided:	Skyline employees are directly responsible for supporting the entire life-cycle of the State of Maryland's private service provider network, networkMaryland <sup>™</sup> . The infrastructure utilizes State-owned fiber and microwave resources, as well as leased carrier circuits to provide connectivity for State Agencies in all 23 Counties across the State.

	networkN	Skyline Reference #1 ⁄Iaryland™, Department of Information Technology
		The network utilizes Cisco SONET equipment, Cisco and Juniper routers, Ciena and Overture Networks Ethernet-over-TDM (EoTDM) equipment. Skyline resources have redesigned and implemented the major Metropolitan Networks (MANs) in both Annapolis and Baltimore. Additionally, Skyline resources have implemented an MPLS-based architecture for network services delivery/transport. In addition, Skyline engineers recently designed and implemented the new EoTDM architecture for networkMaryland <sup>™</sup> throughout Maryland, utilizing bonded clear-channel circuits as the next generation of "last mile" services extensions where leased circuits are necessary but using a simplified Ethernet customer hand-off. Skyline is currently involved in the continuing network build-out as private resources become available, reducing the reliance of the network on leased services with the goal to reduce costs to the State overall while providing equal or better service.
		networkMaryland <sup>™</sup> network. Skyline resources dispatch to sites as necessary to install and replace equipment, conduct site surveys and perform fault recovery operations. Skyline employees support the resolution of network issues that are reported through the Service Desk (NOC/SOC), 24x7x365.
		Skyline is responsible for the fiber maintenance and locating for all State-owned assets as part of the One Maryland Broadband Network (OMBN) project. As the fiber optic cable is installed across the State, Skyline registers the route with MISS UTILITY and begins locating.
		Skyline is also responsible for coordinating and repairing (if State owned) fiber infrastructure. Because the State also leverages a lot of resource share fiber from third-parties, Skyline is responsible for the outage coordination and testing upon completion of any repair.
		As the project lead for the OMBN, Skyline served as the program management office, design engineering, fiber splicing and construction inspection for the rural portion of the project. Skyline resources continue to install fiber laterals serving State and Local government entities connecting to the OMBN backbone built during the Stimulus project.
В	Client Organization:	Department of Information Technology, State of Maryland, Networks Division, networkMaryland™

	Skyline Reference #1 networkMaryland™, Department of Information Technology	
с	Organization Description:	The Department of Information Technology for the State of Maryland is responsible for providing consolidated IT services and procurement for all Executive Branch agencies. A key service provided by the Networks Division within DoIT is networkMaryland <sup>™</sup> that delivers Internet, Intranet and Layer 2 services for the State Agencies and other participating Public Sector agencies.
D	Client Address:	45 Calvert Street, Annapolis, MD 21401
E	POC Name:	Dave Mangrum
F	POC Title:	Chief of Infrastructure
G	POC Phone #:	410-697-9393
н	POC Email:	David.Mangrum@maryland.gov
T	Duration of Services:	May 2008 - Current
1	Contract Type, duration and Value:	Fixed Price and Time/Material 3 year with 2-1 year renewals contract, \$71,000,000

# 8.9.2 Reference #2 – VDOT 511

	VDOT 5	Skyline Reference #2 11 – Network and Video Interoperability Service
A	Services Provided:	Virginia DOT is a leader in providing ITS information to the traveling public. To consolidate this information into one contract, VDOT issued a competitive RFP to select a new team to provide video, data and other information to the Public. The goal was to select a team that could provide cutting edge technology for IVR, website, mobile video and data distribution. Skyline established private MPLS network to each traffic operations center in the State, installed network and video appliance equipment outside the firewalls in partnership with the local VDOT staff and established a distribution point in a Tier 1 data center. Skyline monitors and maintains the entire solution from end to end utilizing our 24/7/365 staffed Network Operations Center (NOC).

VDOT 5	Skyline Reference #2 11 – Network and Video Interoperability Service
	The VDOT engagement has grown year over year based on VDOT's satisfaction with the Skyline service and Products. Skyline is actively engaged with VDOT to upgrade its Video Interoperability Products as well as expanding the scope of these solutions by adding cameras and Skyline Products to numerous additional Virginia municipalities.
	The engagement included planning, requirements development, systems development, testing, configuration management, project management and systems support.
	Planning – Upon award, Skyline's Project/Program office engaged with VDOT to plan the engagement. The goal was to stand up five Traffic Operations Centers (TOC) within a six-month timeframe. As this engagement grew Skyline also supported VDOT to architect and later implement the required network changes necessary to support its new statewide ATMS program.
	As part of the engagement, Skyline engaged in requirements gathering for the effort to stand up the private MPLS network to each traffic operations center, video distribution, custom built video management tool, and the requirements around the service desk. Further extensive requirements development was done to help map out the required network and fiber based changes to support the ongoing VDOT ATMS development. In addition to the network related work, VDOT utilized the Skyline ITS software Products:
	OneView and Stream Manager. Software requirements analysis was required during this engagement multiple times to make custom enhancements to these products based on the specific VDOT needs to support its TOCs and central office.
	Skyline defined, designed, tested and implemented the VDOT Portal and Media portal based on the OneView platform as well as their Stream Manager used to monitor and track daily camera operations. Part of the effort was to also to integrate with the VDOT 511 site.
	As part of the initial implementation, there was a thirty day testing period. Testing consisted of network failover, video distribution, on- lining and off-lining of cameras via our video management tool, and the custom built API integration to the VDOT 511 public site, internal VDOT OneView Portal and Stream Manager. Further testing was done as need throughout the engagement to support ongoing software upgrades (VDOT Portal and Stream Manager) as well as network and TOC related ATMS upgrades.

	Skyline Reference #2 VDOT 511 – Network and Video Interoperability Service	
		Skyline implemented a robust Configuration management process that takes place for all VDOT production systems, network or applications. The goal is to ensure the functional and physical attributes with its requirements and design are maintained throughout their operational lifecycle. Part of the process consists of nightly backup of the configurations of firewalls, switches, applications and systems as well as a thorough CCB process to handle all existing change requests to production.
		Skyline provides 24/7/365 network, video and application support. As part of our support, we have a client facing Service Desk that handles all incoming internal and external tickets and calls. To properly classify and respond to the requests and tickets coming in, Skyline established clear escalation procedures, Severity levels, client specific SOPs and documented O&M materials early in the program to ensure a stable operational program.
		Skyline helped VDOT overcome a major technology obstacle with an innovative solution. One of the major challenges for the VDOT program is tracking offline or problematic cameras in the moment to escalate support required for to get the cameras online and operational. This was critical to their mission to support real time traffic awareness both for the public (via 511) as well as for their local TOC operators. To address this need Skyline developed "Auto- Offline" functionality that was built both into the primary Video Interoperability Portal as well as into the VDOT Stream Manager. This functionality automatically flags and identifies problematic cameras within the VDOT system as well as notifying Skyline for support. This allowed VDOT to have near immediate knowledge of a down camera and to act on that knowledge accordingly before the outage became a problem for them operationally.
В	Client Organization:	Virginia Department of Transportation
с	Organization Description:	The Virginia Department of Transportation (VDOT) is responsible for building, maintaining and operating the state's roads, bridges and tunnels.
D	Client Address:	Virginia Department of Transportation 1401 E. Broad St. Richmond, VA 23219

	Skyline Reference #2 VDOT 511 – Network and Video Interoperability Service	
E	POC Name:	John Shaw
F	POC Title:	Transportation Technology Manager
G	POC Phone #:	804-786-2839
н	POC Email:	John.shaw@vdot.virginia.gov
I	Duration of Services:	June 2011 – Current
1	Contract Type, duration and Value:	Fixed Price and Time and Material, 5 year contract with 4 – 1 year renewals, \$12,600,000

# 8.9.3 Reference #3 – Howard County Government

	Skyline Reference #3 Howard County Government	
A	Services Provided:	Skyline has provided onsite staff to support system integration, systems design and architecture, and systems support. Skyline Technology Solutions provides Howard County with project management, design, installation, configuration, applicable documentation and technical services. Skyline staffs Howard County with several positions including Senior Architect and Senior Network Engineering level support. In addition to our network engineering and system support role, Skyline is also the fiber installation and maintenance contractor for the Howard County Government.
		<ul> <li>Notable projects including the following:</li> <li>ICBN fiber engineering and construction</li> <li>On-going fiber splicing and maintenance</li> <li>Public Wireless access in Ellicott City and Columbia</li> <li>OSPInsight software and support</li> </ul> Skyline's most recent project with Howard County was a refresh of their Ligon Data Center to meet the new requirements of the HoCo Network. This project required a carefully coordinated
		implementation plan that included evaluation of existing connections, cabinet consolidations moves, installation of new rack

		Skyline Reference #3 Howard County Government
		infrastructure, staging of new data center switch fabric, and deployment of new data center switch infrastructure. Skyline also has a number of contracts with Howard County to allow for on-call support for most IT and Infrastructure services.
В	Client Organization:	Howard County Government
С	Organization Description:	Howard County Government provides County Administration services including IT management and the operations of the ICBN network. The ICBN network provides Internet and data services to public and private sector customers.
D	Client Address:	8930 Stanford Blvd., Columbia, MD 21045
E	POC Name:	Gary Shives
F	POC Title:	Network Infrastructure and Services Manager
G	POC Phone #:	(410) 313-7507
н	POC Email:	gschives@howardcountymd.gov
I	Duration of Services:	October 2007 – Current
J	Contract Type, duration and Value:	Time and Material Contract, 1 year contract with 4 – 1 year renewals, \$5,800,000 contract ceiling, also piggyback CCPN contract for IT Services via Time and Material Contract rider language.

### **8.10 Past Performance**

The following are Past Performance descriptions for contracts that are similar in scope to the Functional Areas Skyline is proposing. These provide real world examples of the work we have completed in the Functional Area and provide additional contacts should the CCPN wish to contact them to understand our depth of experience. We can provide additional information upon request.

#### 8.10.1 Past Performance #1 - networkMaryland<sup>™</sup>, DoIT

	Skyline Past Performance #1 networkMaryland™, Department of Information Technology	
A	Services Provided:	Skyline employees are directly responsible for supporting the entire life-cycle of the State of Maryland's private service provider network, networkMaryland <sup>™</sup> . The infrastructure utilizes State-owned fiber and microwave resources, as well as leased carrier circuits to provide connectivity for State Agencies in all 23 Counties across the State. The network utilizes Cisco SONET equipment, Cisco and Juniper routers, Ciena and Overture Networks Ethernet-over-TDM (EoTDM) equipment. Skyline resources have redesigned and implemented the major Metropolitan Networks (MANs) in both Annapolis and Baltimore. Additionally, Skyline resources have implemented an MPLS-based architecture for network services delivery/transport. In addition, Skyline engineers recently designed and implemented the new EoTDM architecture for networkMaryland <sup>™</sup> throughout Maryland, utilizing bonded clear-channel circuits as the next generation of "last mile" services extensions where leased circuits are necessary but using a simplified Ethernet customer hand-off. Skyline is currently involved in the continuing network build-out as private resources become available, reducing the reliance of the network on leased services with the goal to reduce costs to the State overall while providing equal or better service.
		Skyline is also engaged in the daily maintenance of the networkMaryland <sup>™</sup> network. Skyline resources dispatch to sites as necessary to install and replace equipment, conduct site surveys and perform fault recovery operations. Skyline employees support the resolution of network issues that are reported through the Service Desk (NOC/SOC), 24x7x365.
		Skyline is responsible for the fiber maintenance and locating for all State-owned assets as part of the One Maryland Broadband Network (OMBN) project. As the fiber optic cable is installed across the State, Skyline registers the route with MISS UTILITY and begins locating.

	Skyline Past Performance #1 networkMaryland™, Department of Information Technology	
		Skyline is also responsible for coordinating and repairing (if State owned) fiber infrastructure. Because the State also leverages a lot of resource share fiber from third-parties, Skyline is responsible for the outage coordination and testing upon completion of any repair.
		As the project lead for the OMBN, Skyline served as the program management office, design engineering, fiber splicing and construction inspection for the rural portion of the project. Skyline resources continue to install fiber laterals serving State and Local government entities connecting to the OMBN backbone built during the Stimulus project.
В	Client Organization:	Department of Information Technology, State of Maryland, Networks Division, networkMaryland™
C	Organization Description:	The Department of Information Technology for the State of Maryland is responsible for providing consolidated IT services and procurement for all Executive Branch agencies. A key service provided by the Networks Division within DoIT is networkMaryland <sup>™</sup> that delivers Internet, Intranet and Layer 2 services for the State Agencies and other participating Public Sector agencies.
D	Client Address:	Department of Information Technology, Network Division
E	POC Name:	45 Calvert Street, Annapolis, MD 21401
F	POC Title:	Dave Mangrum
G	POC Phone #:	Chief of Infrastructure
н	POC Email:	410-697-9393
I	Duration of Services:	David.Mangrum@maryland.gov

## 8.10.2 Past Performance #2 - VDOT 511

	VDOT 5	Skyline Past Performance #2 11 – Network and Video Interoperability Service
	Services Provided:	Virginia DOT is a leader in providing ITS information to the traveling public. To consolidate this information into one contract, VDOT issued a competitive RFP to select a new team to provide video, data and other information to the Public. The goal was to select a team that could provide cutting edge technology for IVR, website, mobile video and data distribution.
		Skyline established private MPLS network to each traffic operations center in the State, installed network and video appliance equipment outside the firewalls in partnership with the local VDOT staff and established a distribution point in a Tier 1 data center. Skyline monitors and maintains the entire solution from end to end utilizing our 24/7/365 staffed Network Operations Center (NOC).
		The VDOT engagement has grown year over year based on VDOT's satisfaction with the Skyline service and Products. Skyline is actively engaged with VDOT to upgrade its Video Interoperability Products as well as expanding the scope of these solutions by adding cameras and Skyline Products to numerous additional Virginia municipalities.
A		The engagement included planning, requirements development, systems development, testing, configuration management, project management and systems support.
		Planning – Upon award, Skyline's Project/Program office engaged with VDOT to plan the engagement. The goal was to stand up five Traffic Operations Centers (TOC) within a six-month timeframe. As this engagement grew Skyline also supported VDOT to architect and later implement the required network changes necessary to support its new statewide ATMS program.
		As part of the engagement, Skyline engaged in requirements gathering for the effort to stand up the private MPLS network to each traffic operations center, video distribution, custom built video management tool, and the requirements around the service desk. Further extensive requirements development was done to help map out the required network and fiber based changes to support the ongoing VDOT ATMS development. In addition to the network related work, VDOT utilized the Skyline ITS software Products:

VDOT 5	Skyline Past Performance #2 11 – Network and Video Interoperability Service
	OneView and Stream Manager. Software requirements analysis was required during this engagement multiple times to make custom enhancements to these products based on the specific VDOT needs to support its TOCs and central office.
	Skyline defined, designed, tested and implemented the VDOT Portal and Media portal based on the OneView platform as well as their Stream Manager used to monitor and track daily camera operations. Part of the effort was to also to integrate with the VDOT 511 site.
	As part of the initial implementation, there was a thirty day testing period. Testing consisted of network failover, video distribution, on- lining and off-lining of cameras via our video management tool, and the custom built API integration to the VDOT 511 public site, internal VDOT OneView Portal and Stream Manager. Further testing was done as need throughout the engagement to support ongoing software upgrades (VDOT Portal and Stream Manager) as well as network and TOC related ATMS upgrades.
	Skyline implemented a robust Configuration management process that takes place for all VDOT production systems, network or applications. The goal is to ensure the functional and physical attributes with its requirements and design are maintained throughout their operational lifecycle. Part of the process consists of nightly backup of the configurations of firewalls, switches, applications and systems as well as a thorough CCB process to handle all existing change requests to production.
	Skyline provides 24/7/365 network, video and application support. As part of our support, we have a client facing Service Desk that handles all incoming internal and external tickets and calls. To properly classify and respond to the requests and tickets coming in, Skyline established clear escalation procedures, Severity levels, client specific SOPs and documented O&M materials early in the program to ensure a stable operational program.
	Skyline helped VDOT overcome a major technology obstacle with an innovative solution. One of the major challenges for the VDOT program is tracking offline or problematic cameras in the moment to escalate support required for to get the cameras online and operational. This was critical to their mission to support real time traffic awareness both for the public (via 511) as well as for their local TOC operators. To address this need Skyline developed "Auto- Offline" functionality that was built both into the primary Video

	Skyline Past Performance #2 VDOT 511 – Network and Video Interoperability Service	
		Interoperability Portal as well as into the VDOT Stream Manager. This functionality automatically flags and identifies problematic cameras within the VDOT system as well as notifying Skyline for support. This allowed VDOT to have near immediate knowledge of a down camera and to act on that knowledge accordingly before the outage became a problem for them operationally.
В	Client Organization:	Virginia Department of Transportation
с	Organization Description:	The Virginia Department of Transportation (VDOT) is responsible for building, maintaining and operating the state's roads, bridges and tunnels.
D	Client Address:	Virginia Department of Transportation 1401 E. Broad St. Richmond, VA 23219
E	POC Name:	John Shaw
F	POC Title:	Transportation Technology Manager
G	POC Phone #:	804-786-2839
н	POC Email:	John.shaw@vdot.virginia.gov
I	Duration of Services:	June 2011 – Current

# 8.10.3 Past Performance #3 – Carroll County Public Network

	Skyline Past Performance #3 Carroll County Public Network	
A	Services Provided:	The CCPN contract was modeled off the current networkMaryland <sup>™</sup> to provide full outsourced support for the engineering, implementation and operations of a County-wide network. Under the contract, Skyline engineered and provided construction oversight for a 110-mile fiber backbone that interconnect approximately 100 public sector sites (County and State). Skyline is responsible for the overall engineering and construction of the Ethernet network backbone consisting of redundant 10-Gigabit Ethernet and Gigabit

	Skyline Past Performance #3 Carroll County Public Network	
		Ethernet connections. Additionally, Skyline has engineered and maintains interconnectivity to networkMaryland <sup>™</sup> (Internet and SwGI). Skyline provides remote monitoring and NOC services 24x7x365 with a 2-hour on-site response. Skyline monitors the CCPN using the SolarWinds suite of NMS software and the NOC is available 24/7 to support the needs of the County. As with the current networkMaryland <sup>™</sup> contract, fiber documentation and maintenance services are provided by Skyline, thereby creating a total life-cycle solution to support the public-sector communications needs of Carroll County.
		Each member of the CCPN (4) has a data center connected to the network. The Library System data center serve as the backup location for the Public Schools and the Community College.
		Skyline recently received the Purchase Order to implement a new network for the CCPN. The new network will be built from Ciena hardware and the migration to the new network will occur as phases starting in 2016.
		Specifically, for the School System, Skyline also provides Staff Augmentation, has implemented wireless LAN and video surveillance services for all the schools in the County.
В	Client Organization:	Carroll County Public Network (Consortium of the Government, Schools, Community College and Library System.)
c	Organization Description:	Unique to Carroll County, this shared network infrastructure and contract provides each part of the County Government to leverage the economies of scale that come with a consolidated approach. The entities leverage the 1 gig connectivity for each site to enable internal data communications and shared Internet service providers. Each organization participates in the CCPN decision-making by using an advisory board composed of IT management resources from group.
D	Client Address:	125 North Carroll Street, Westminster, MD 21157
E	POC Name:	Gary Davis
F	POC Title:	CCPS CIO and President of the CCPN
G	POC Phone #:	410-751-3500

	Skyline Past Performance #3 Carroll County Public Network	
н	POC Email:	grdavis@carrollk12.org
I	Duration of Services:	March 2007 – Current

## 8.10.4 Past Performance #4 - Howard County Government

		Skyline Past Performance #4 Howard County Government
A	Services Provided:	Skyline has provided onsite staff to support system integration, systems design and architecture, and systems support. Skyline Technology Solutions provides Howard County with project management, design, installation, configuration, applicable documentation and technical services. Skyline staffs Howard County with several positions including Senior Architect and Senior Network Engineering level support. In addition to our network engineering and system support role, Skyline is also the fiber installation and maintenance contractor for the Howard County Government. Notable projects including the following: ICBN fiber engineering and construction On-going fiber splicing and maintenance Public Wireless access in Ellicott City and Columbia OSPInsight software and support
		Skyline's most recent project with Howard County was a refresh of their Ligon Data Center to meet the new requirements of the HoCo Network. This project required a carefully coordinated implementation plan that included evaluation of existing connections, cabinet consolidations moves, installation of new rack infrastructure, staging of new data center switch fabric, and deployment of new data center switch infrastructure. Skyline also has a number of contracts with Howard County to allow for on-call support for most IT and Infrastructure services.
В	Client Organization:	Howard County Government

	Skyline Past Performance #4 Howard County Government	
C	Organization Description:	Howard County Government provides County Administration services including IT management and the operations of the ICBN network. The ICBN network provides Internet and data services to public and private sector customers.
D	Client Address:	8930 Stanford Blvd., Columbia, MD 21045
Е	POC Name:	Gary Shives
F	POC Title:	Network Infrastructure and Services Manager
G	POC Phone #:	(410) 313-7507
н	POC Email:	gschives@howardcountymd.gov
I	Duration of Services:	October 2007 – Current

# 8.10.5 Past Performance #5 – PGCC – Security

	Skyline Past Performance #5 Prince Georges Community College - Security		
A	Services Provided:	Skyline Technology Solutions provided Prince Georges Community College with project management, design, installation, configuration, applicable documentation and technical services to install the Palo Alto Next Generation Firewall with Unified Threat Management capabilities which replaced the existing internet facing Fortinet firewalls. The project was conducted in two phases. In the first phase of the project the goal was to replace the existing firewalls while retaining the existing functional capability of the Fortinet firewall. This is what we refer to as a 1:1 migration, where we work with the customer to review and clean up the existing rules and objects and try to remove any unused rules and objects. Then we take the existing rules and objects and if possible use the Palo Alto conversion tool to convert the existing rule to Palo Alto rule set. We then review this conversion with the old rule sets and create new as needed. We install at the customer site and then review again against the active firewalls and with the customer to ensure all is accounted for before cutover. In the subsequent phases, UTM features such as User ID,	
	Skyline Past Performance #5 Prince Georges Community College - Security		
---	--	--	
		App ID and Content ID and Malware protection were added. The firewalls were also configured in an HA pair.	
		Skyline was tasked to do RF and Network design, WAN redesign, Unified Access Control, SSLVPN access and all the required cabling, including all copper Ethernet and fiber optic cabling. When completed, the project utilized two main redundant Wireless LAN Controllers, over 300 indoor Access Points and 20 outdoor Access Points, 5 remote controllers, 6 firewalls, 10-15 POE switches, 2 Unified Access Controllers, 1 Secure Access, six UPS's and 800 fiber/cable drops.	
		The installation of the Airwave server and the Juniper Unified Access Control. The Airwave install was done on a server provided by the College and a training class was held for College assigned staff. The RF maps were incorporated into Airwave for a network baseline and to be able to see statistics at the AP level per building an AP for determining congestion or other issues. The UAC implementation was basic for now and only used to view end user compliance as the College determines how they want to further implement UAC and the impact to the wireless user community and to the wired network.	
		Upon completion of the install documentation we have provided the customer with a Hard and Soft copy of all configurations of all equipment, detailed diagrams indication location, ports used and labeled, IP addressing, an inventory spreadsheet.	
		We also provided a customer portal for remote access to the documentation and software loaded on any hardware. This will also be where we provide the customer software updates.	
		We are providing the customer a 24x7 onsite support contract for this project. We will utilize the portal for the customer documentation, the SSLVPN for remote access and the Service Desk to take all calls and provide initial support and engineering escalation.	
В	Client Organization:	Prince Georges Community College	
с	Organization Description:	Prince George's Community College, mission is to provide quality academic, workforce development, and continuing education	

	Skyline Past Performance #5 Prince Georges Community College - Security	
	programs complemented by comprehensive support services to the students we serve.	
D	Client Address:	Prince George's Community College 301 Largo Rd Largo, MD 20774
E	POC Name:	Manuel Arrington
F	POC Title:	Director of Network Services, IS Prince Georges Community College
G	POC Phone #:	(301) 322-0635
н	POC Email:	marrington@pgcc.edu
I	Duration of Services:	May 2010 – Current

## 8.10.6 Past Performance #6 - Carroll County Public Schools

		Skyline Past Performance #6 Carroll County Public Schools
		Skyline Technology Solutions provides Carroll County Public Schools with project management, design, installation, configuration, applicable documentation and technical services. Skyline has provided onsite staff to support system integration, systems design and architecture, and systems support. Skyline continues to work with CCPS to improve its environment and has been engaged with many innovative projects to support their needs.
A	Services Provided:	Skyline Technology Solutions provides Carroll County Public Schools with installation, configuration, applicable documentation and technical services to install and maintain various Microsoft Server products including, but not limited to the following:
		<ul> <li>Microsoft SQL 2008/2012/2014</li> <li>Microsoft Exchange 2013 hybrid deployment</li> <li>Federated Identity Management 2010</li> <li>AD FS 2.0 and 3.0</li> <li>Systems Center Operations Manager 2012</li> <li>Systems Center Configuration Manager</li> </ul>

	Skyline Past Performance #6 Carroll County Public Schools
	Azure AD connect.
	Most recently we conducted a project to upgrade the existing Windows Azure Active Directory sync (DirSync) to Azure AD connect. This project was a server replacement project, upgrading from a Windows 2008 to a Windows 2012 R2 server base, as well as migrating the existing data point connections to maintain synchronization between the local AD domain and Azure AD. Student e-mail and many teacher processes, (i.e. OneNote class workbooks) depend on the use of Office 365 and maintaining a continuous flow of user data is vital to the day to day operations.
	Currently we are also embarking on a plan to upgrade the existing AD FS 2.0 environment to AD FS 3.0. AD FS is utilized for various applications such as Office 365, Maryland State Department of Education (MSDE) application authentication, HR based applications and Discovery Education authentication for student use.
	Other day to day operations include the maintenance and problem resolution for any of the Microsoft Server products utilized at CCPS.
	Skyline Technology Solutions provided Carroll County Public Schools with project management, design, installation, configuration, applicable documentation and technical services to install the Palo Alto Next Generation Firewall with Unified Threat Management capabilities which replaced the existing internet facing Juniper ISG firewalls. The project was conducted in several phases. In the first phase of the project the goal was to replace the existing firewalls while retaining the existing functional capability of the ISG firewall. This is what we refer to as a 1:1 migration. In the subsequent phases, UTM features such as User ID, App ID and Content ID and Malware protection were added. The firewalls were also configured in an HA pair.
	To support Electronic Document Management, Skyline provided a SharePoint environment for CCPS use. The project included the following technical tasks:
	<ul> <li>Installation of SharePoint servers, including SQL Server, to support a SharePoint Farm</li> </ul>
	<ul> <li>Basic support and management of SharePoint services, including SharePoint cumulative updates and error resolution</li> </ul>

		Skyline Past Performance #6 Carroll County Public Schools
		•Basic configuration of SharePoint, including Kerberos authentication for integration with services such as AD FS
		For Carroll County Public Schools, Skyline has also been providing PaaS. Related to our network managed service for Carroll County we support their high availability, fully redundant Data Center Platform for Carroll County Public Schools. The platform is built on the follow technical specifications:
		<ul> <li>Dell Equalogic and Compellent storage arrays</li> <li>Dell r720 and Blade Center Compute platform</li> <li>Vmware 5.5 with SRM using Compellent and Equalogic Replication</li> <li>F5 Load Balancers heavily used for caching, SSL offloading, server load balancing, GSLB for DR</li> <li>Microsoft DPM for backups</li> <li>200 TB of multi-tiered storage</li> <li>30 ESXi Hosts</li> <li>Linked Mode vCenter Server.</li> </ul> Skyline provides CCPS additional managed services under the Carroll County Public Network which includes 24/7/365 Network Monitoring and Support.
В	Client Organization:	Carroll County Public Schools
с	Organization Description:	The Carroll County Public Schools is located near both the Baltimore and Washington, D.C. metropolitan areas. The region can best be characterized as a rural area, rapidly becoming suburban. Today, over 26,300 students are enrolled in our schools, ranking us as the 9th largest school system in the state of Maryland. The system is governed by the Board of Education which is made up of five elected members and a student representative.
D	Client Address:	125 North Court Street, Westminster Maryland 21157
E	POC Name:	Gary Davis
F	POC Title:	CIO
G	POC Phone #:	(410) 751-3500
н	POC Email:	grdavis@carrollk12.org

	Skyline Past Performance #6 Carroll County Public Schools	
I	Duration of Services: May 2007 – Current	

## 8.10.7 Past Performance #7 – Carroll County Public Schools – CCTV

	Skyline Past Performance #7	
	Carroll County Public Schools CCTV	
Α	Services Provided:	IP video surveillance, access control, intercom, visitor management
В	Objectives Satisfied:	Create a unified, network-based security system to protect the faculty and staff within each school.
С	Client Organization:	Carroll County Public Schools
D	Organization Description:	Public school system with 43 schools.
E	Client Address:	125 N Court St, Westminster, MD 21157
F	POC Name:	Duane Williams
G	POC Title:	Supervisor of School Security and Emergency Management
Н	POC Phone #:	410-751-3171
I	POC Email:	Dawill2@carrollk12.org
J	Duration of Services:	3 years
К	Type of System repaired, expanded, furnished or installed	Skyline migrated Carroll County Public Schools from various standalone legacy systems to Genetec. Skyline also converted their access control from Lenel to Genetec. Skyline currently maintains the installed base of technology to ensure reliable use and protection for the school system.

## 8.10.8 Past Performance #8 – Anne Arundel County CCTV

	Skyline Past Performance #8	
		Anne Arundel County Government CCTV
A	Services Provided:	Design, implement and support the county wide CCTV system including all county government buildings, Police Department buildings, Department of Detentions facilities, Courthouse, Department of Traffic and Department of Public Works. Design, implement and support standalone CCTV systems for Anne Arundel County Library System, Waste Management, Department of Health and county Senior Centers. We have designed, implemented and support the Department of Public Works' Water Treatment Facilities surveillance system including a complete IT network to connect all sites to the Department's headquarters in Millersville. In the fall of 2015 we also performed a full audit of the CCTV system including short and long-term improvement and upgrade recommendations.
В	Objectives Satisfied:	The objective is to support, replace and install hardware, software and provide labor to the County Government for a County wide IP based video surveillance system.
С	Client Organization:	Anne Arundel County Government
D	Organization Description:	Anne Arundel County Government is centrally located in Maryland and is home to the State Capital City of Annapolis.
E	Client Address:	44 Calvert Street, Annapolis, MD 21401
F	POC Name:	Leigh Fields
G	POC Title:	Director of Network Support Services
Н	POC Phone #:	410.222.2053
Ι	POC Email:	Itfiel00@aacounty.org
J	Duration of Services:	Skyline has been providing these services to Anne Arundel County since 2010.

	Skyline Past Performance #8		
	Anne Arundel County Government CCTV		
к	Type of System repaired, expanded, furnished or installed	Anne Arundel County Government has a ONSSI – Ocularis VMS with Axis and Sony Cameras installed and currently maintained by Skyline.	

## 8.10.9 Past Performance #9 - Harford County Public Schools CCTV

	Skyline Past Performance #9	
	Harford County Public Schools CCTV	
A	Services Provided:	IP video surveillance system installation and maintenance for the entire school system.
В	Objectives Satisfied:	Create a unified, IP network-based video security system.
С	Client Organization:	Harford County Public Schools
D	Organization Description:	Public school system with 51 schools
E	Client Address:	102 S Hickory Ave, Bel Air, MD 21014
F	POC Name:	Donoven Brooks
G	POC Title:	Coordinator of Safety and Security
н	POC Phone #:	443-807-0694
I	POC Email:	Donoven.Brooks@hcps.org
J	Duration of Services:	3 months
к	Type of System repaired, expanded, furnished or installed	Skyline installed a Genetec VMS with Axis cameras. This IP based video surveillance system has approximately 2087 cameras in use today.

## 8.10.10 Past Performance #10 – Keller North America

	Keller North	Skyline Past Performance #10 n America (NA) – Website and Custom Software Platform
A	Services Provided:	<ul> <li>Keller Global is the world's largest ground engineering specialist.</li> <li>With offices in more than 40 countries on six continents and over \$2B in annual Global revenue. Keller North America is the largest regional division in the Keller Global brand, with \$1B in revenue.</li> <li>Keller North America chose Skyline to design, develop, launch, manage, and host a new website and custom software platform that will accommodate the many website properties in Keller's North American portfolio. At the time of award, this included 12+ separate divisional business unit sites as well as a primary North American landing site for company introduction and prospect distribution to the appropriate Keller divisions.</li> <li>Skyline worked with Keller over multiple intense Roadmapping sessions to determine the priority goals for the overall regional website and software initiative, what content and functionality would drive success for those goals, and a development plan to roll out the websites, functionality, and feature sets in a priority order that met Keller's budget and schedule.</li> <li>All of the new Keller websites and custom web software will accommodate continued functionality growth as well as integration with 3rd party software services that support Keller's many lines of business. The sites are all responsive and adaptive, and content is fully managed by Keller's in-house marketing team. Throughout the engagement, Skyline has provided a wide range of services to Keller, including:</li> <li>Road mapping for Web Goals and Strategy</li> <li>Strategic Software Development</li> <li>Information Architecture and Requirements Development for 3rd party vendors</li> <li>Application UI/UX (User Experience) Design</li> <li>Responsive and Adaptive Design for multiple properties</li> <li>Web/Application Development</li> <li>Content Management System Implementation and Custom Feature Development</li> <li>Agile Testing and Quality Assurance (QA)</li> <li>Website and Software Maintenance, Hosting and Support.</li> <!--</th--></ul>

	Skyline Past Performance #10 Keller North America (NA) – Website and Custom Software Platform	
		To date, Skyline has developed and successfully delivered 14 web properties for Keller NA. The Skyline platform continues to evolve with expanded features and functionality, and continues to accommodate Keller's growth for deploying new web properties quickly as Keller grows into new business lines and acquires existing companies.
В	Client Organization:	Keller North America (NA)
с	Organization Description:	Keller is the world's largest ground engineering specialist. Keller North America is the largest regional division in this Global brand, with revenues of \$1B
D	Client Address:	7550 Teague Road, Suite 300 Hanover, MD 21076
E	POC Name:	Brian Seymour
F	POC Title:	Group Head of IT, Keller Group plc and CIO for Keller North America
G	POC Phone #:	410.551.1938
н	POC Email:	bjseymour@kellerfoundations.com
I	Duration of Services:	19 years

## 8.10.11 Past Performance #11 – Prince George's County TRIP Center

		Skyline Past Performance #11 Prince George's County PG TRIP Center
A	Services Provided:	Skyline has a significant and relevant history of ITS based program support and development with the Prince George's County Traffic Response Information and Partnership (TRIP) Center over the past 5 years. During this time Skyline has worked closely with the TRIP center staff and management to enhance county and local services through the delivery of products including video sharing solutions (Skyline Claris), video center wall enhancements (Skyline VERO), public ITS related portals (Skyline Public Portal) and the core TRIP operational system, Skyline CLARIS ATMS.

The Traffic Response Information and Partnership Center (TRIP Center) uses a proprietary state-of-the-art multiple architectural system to manage the county's traffic signal system. This system allows staff to install, manage and support traffic signaling devices, Portable Dynamic Message Signs (DMS), Temperature Probes and Speed Awareness Radar Trailers throughout the county. TRIP Center staff monitors activity on county roadways on a real-time basis. As such, staff can make adjustments when needed, respond to unexpected traffic patterns or incidents and provide up-to-theminute information to various users so that operational agencies can help travelers adjust their routes and use of transit and/or paratransit systems to current road conditions.

The Prince George's County TRIP Center CLARIS Advanced Traffic Management System (ATMS) product enables the TRIP Center operational staff and management to manage their traffic operations at a local and county level. In addition, the CLARIS ATMS product provides the Prince George's County TRIP center with the ability to interact at a technical level with other State based agencies and related solutions to enrich the core capabilities of their operations center.

The Prince George's County TRIP Center CLARIS ATMS is a web-based application that allows users, based on access level, to view and/or manage traffic management information through a lightweight web interface that does not require any special software installation. The CLARIS ATMS automatically updates system based information as local TRIP center operators enter data and manage events. Users can access traffic management information, including traffic events, devices, communication logs, etc., while administrators can configure devices and system settings.

CLARIS ATMS provides a full set of features to monitor traffic and incidents, send notifications to agencies and the general public, and prepare appropriate responses for both planned and unplanned traffic disruptions.

This project was delivered as a product with custom software integration by integrating with SHA/CHART incident/road closures API's and into existing Prince George's County TRIP Center devices. The devices at Prince George's County TRIP Center that Skyline integrated with were as follows:

- Dynamic Message Signs (DMS)
- Traffic Sensor Systems (Detectors)
- Cameras
- Monitors

		<ul> <li>Highway Advisory Radio (HAR)</li> <li>Associated Beacon Signs</li> <li>Skyline hosts the Prince George's County TRIP Center CLARIS ATMS product in our data center and provides 24/7/365-year Operational support of the application and the devices it runs on.</li> </ul>
в	Client Organization:	Prince George's County PG TRIP Center
с	Organization Description:	The Traffic Response Information and Partnership Center (TRIP Center) uses a proprietary state-of-the-art multiple architectural system to manage the county's traffic signal system. This system allows staff to install, manage and support traffic signaling devices, Portable Dynamic Message Signs (DMS), Temperature Probes and Speed Awareness Radar Trailers throughout the county. TRIP Center staff monitors activity on county roadways on a real-time basis.
D	Client Address:	County Administration Building 14741 Governor Oden Bowie Drive Upper Marlboro, MD 20772
E	POC Name:	Ed Jones, Chief
F	POC Title:	Chief, Advance Traffic Management Systems
G	POC Phone #:	301.324.2781
н	POC Email:	edjones@co.pg.md.us

#### 8.10.12 Past Performance #12 – SHA CHART

	Skyline Past Performance #12 SHA – CHART	
A	Services Provided:	Skyline provided software development and technical support resources to the SHA CHART program. The software development resources worked directly on the coding of the application as well as integration of the disparate data source. The technical support resources maintained the system infrastructure that supported the application. Projects such as API integration and Skyline Product support were included in this support.
В	Client Organization:	State Highway Administration, Maryland

c	Organization Description:	The Maryland SHA is the State agency responsible for highway safety programs and highway preservation. Intelligent Transportation Systems (ITS) utilize technology to increase roadway safety, reduce motorist delays and air pollution, and improve the overall productivity of commercial vehicle operations. The CHART program provides the general public information on the traffic conditions on the State highways and manages support resources when accidents occur. The CHART application is core to integrating data from disparate sources including video, speed and weather sensors.
D	Client Address:	Maryland State Highway Administration - SOC 7491 Connelley Drive, Hanover, MD 21076
E	POC Name:	Rick Dye
F	POC Title:	CHART Administrator
G	POC Phone #:	410.582.5619
н	POC Email:	rdye@sha.state.md.us
I	Duration of Services:	January 2011 – July 2016

## 8.10.13 Past Performance #13 – MDOT MTA RTIS System

		Skyline Past Performance #13 MDOT MTA – RTIS System
Α	Services Provided:	The MTA desired a cost-effective solution for the problem of providing transit passengers with information on the status of their desired bus on demand and in real time. Using GPS technology and the internet, a web based, real-time Transit Passenger Information System provides the traveling public with accurate, real-time bus information anywhere, anytime, and through many devices. The system calculates the arrival time of buses for specific stops and routes, then communicates the information to passengers via wireless handheld devices (such as cell phones and PDAs), the internet, electronic message signs, and kiosks. Additionally, the MTA uses the system to communicate public service messages, and to inform riders of service interruptions, emergencies, and other important events.

		Skyline along with our COTS software partner Trapeze deployed their INFO-Web and Transit Now products with customizations to meet the needs of MTA. The project team coordinated the software development and legacy system integration with the legacy AVL system from Xerox. The site continues to provide travelers with real- time bus information at mybustracker.mta.maryland.gov.
В	Client Organization:	Maryland Transit Administration
с	Organization Description:	The Maryland Transit Administration's business function is to provide a network of transit services throughout Maryland. This is accomplished by providing accessible local bus, Metro Subway, light rail and paratransit/mobility services, as well as commuter services that include commuter buses and MARC. Additionally, the MTA partners with transit providers throughout the 23 counties and Baltimore City to ensure financial, technical, and administrative support for locally operated transit throughout Maryland.
D	Client Address:	6 Saint Paul Street Baltimore, MD 21202
E	POC Name:	Tammi Bolden
F	POC Title:	System Engineering Manager
G	POC Phone #:	410-767-3332
Н	POC Email:	<u>tbolden@mta.maryland.gov</u>
I	Duration of Services:	January 2013 – May 2014

## 8.10.14 Past Performance #14 – SHA - CVIEW

	SHA – Commerci	Skyline Past Performance #14 al Vehicle Information Exchange Window (CVIEW) System
A	Services Provided:	The Maryland State Highway Administration needed a vendor to implement and integrate new Federal Motor Carrier Safety Administration (FMCSA) compliant CVIEW software into the existing SHA environment. Skyline proposed a customizable CVIEW-Plus™ system provided by Iteris, Inc. The system is hosted external to the SHA environment but seamlessly interfaces with components of that environment. CVIEW- Plus is a proven solution that has been deployed for seventeen jurisdictions and one private sector client. Fifteen of the deployments are hosted. All deployments have some degree of customization built upon the core off-the-shelf application. The implementation included current State specific customizations into the CVIEW software. The solution interfaces with the standard data sources of SAFER, IRP and IFTA along with processing intrastate registration data from HVRS and oversize/overweight hauling permit data from AHPS. The following are requirements of the project: -Migrate State specific data from the legacy CVIEW system to the new system. <i>Solution:</i> The solution leveraged the baseline functionality provided by SAFER, IRP, IFTA, HVRS and AHPS to populate data in the CVIEW- Plus database. Other data that is only stored in the current CVIEW database such as user accounts will be migrated from the existing system in order to limit disruption for existing users. -Perform Unit test, System Test and Integration Test to validate system functionality and accurate data migration. <i>Solution:</i> Tests for each set of migrated data were designed and documented. The tests were conducted in conjunction with SHA and the existing CVIEW provider to ensure all data has been accurately transferred.

		-Support User Acceptance Tests (UAT) conducted by SHA by providing the test environment and test data.
		<i>Solution:</i> Development, test and production environments was established at project initiation. Subsequent to establishment of these environments UATs was defined and documented. The contractor will work with designated SHA personnel to conduct these tests in the test environment prior to transitioning the application to the production environment.
		-Transition new CVIEW software into production.
		Solution: Transition to the new CVIEW occurred with the existing CVIEW operating in parallel with the current CVIEW solution. The process developed the customized solution in the development environment and thoroughly test those customizations internally. Following this stage of testing and debugging, the solution transitioned to the test environment for user acceptance testing. Once SHA accepted the system in the test environment the solution was transferred to the production environment. The final step was to complete a full baseline of data from all legacy systems and SAFER ensuring that all data is properly processed. At this point the transition to the new CVIEW was completed and the existing CVIEW decommissioned. Hosting and support services continue for up to 5 years for this solution.
В	Client Organization:	State Highway Administration, Maryland
c	Organization Description:	The Maryland SHA is the State agency responsible for highway safety programs and highway preservation. Intelligent Transportation Systems (ITS) utilize technology to increase roadway safety, reduce motorist delays and air pollution, and improve the overall productivity of commercial vehicle operations. The MCD is tasked with supporting truck and bus safety programs, the hauling permits program, weigh station facilities, Commercial Vehicle Information Systems and Networks (CVISN) and technical support. The CVISN program is coordinating the statewide deployment of specific new ITS capabilities in three (3) areas: 1) Safety Information Exchange; 2) Credentials Administration; 3) Electronic Screening.
D	Client Address:	Maryland State Highway Administration - MCD 7491 Connelley Drive, Hanover, MD 21076
E	POC Name:	Manoj Pansare

F	POC Title:	Project Manager
G	POC Phone #:	410.582.5730
н	POC Email:	MPansare@sha.state.md.us
1	Duration of Services:	July 2015 – Current

## 8.10.15 Past Performance #15 – Queen Anne's County Government

		Skyline Reference #15 Queen Anne's County Government
A	Services Provided:	Skyline has provided engineering services to Queen Anne's County to design and implement a physical and logical network architecture bridging the gap between previous independent networks establishing an opportunity for consolidation of services via a new core infrastructure. Today, the Skyline implemented network leverages MPLS and includes a total of 35 locations composed of 3 core sites that are 10G connected using Juniper MX80 equipment, 2 10G connected data center locations using Juniper EX4200 and 30 Edge sites leveraging MRV equipment at 1G. Skyline continues to expand Queen Anne's County's network to multiple new sites as the need arises for additional fiber connectivity. Skyline is currently providing 24/7/365 monitoring and management for Queen Anne's County Network. Skyline leverages Solarwinds Orion for status and performance monitoring for the network via our Service Desk.
В	Client Organization:	Queen Anne's County Government
С	Organization Description:	The Queen Anne's County Information Technology Department is responsible for securing and managing the collection and distribution of information, communication and data resources. It supports departmental needs throughout the county government and offers cost effective solutions to exploit efficiencies and effectiveness. In addition, it is responsible for coordinating the development and/or modification of departmental processes while working towards the strategic planning goals of all departments.
D	Client Address:	110 Vincit St. Suite 100, Centreville, MD 21617

	Skyline Reference #15 Queen Anne's County Government	
E	POC Name:	Megan Delgaudio
F	POC Title:	Manager Information Technologies & GIS
G	POC Phone #:	(410) 758 – 6607
н	POC Email:	MDelGaudio@qac.org
I	Duration of Services:	October 2012 – Current

## 8.10.16 Past Performance #16 – Tennessee DoT

	TDOT	Skyline Reference #16 – Tennessee DOT Video Interoperability Service
		Video Sharing Platform; Custom Software Development, Managed network services, 24x7 NOC, Video wall control, Video portal, distribution of video to media.
		Project Scope: Skyline implemented our Claris Video Sharing platform for approximately 550 cameras over 4 regions.
A	Services Provided:	Problem Statement: The Tennessee Department of Transportation (TDOT) needed a solution to easily share video between the state's regions and provide government decision makers with insight into what was happening anywhere on the state's roads. The DOT previously had no way of sharing video between its four regions, each with their own Traffic Management Centers (TMC's) and partners. Furthermore, leaders in the state government and the DOT needed see a live view into any trouble area throughout the state without having to go to a TMC or relay information through third parties or the media. TDOT's goal was to provide a scalable architecture that would significantly increase the use and sharing of

		video throughout the DOT and highest levels of government in Tennessee.
		Project Results: Over 500 cameras are available for viewing by internal stakeholders and external partners (state police, fire departments, 911 centers, federal agencies, etc.) securely through Skyline's video sharing platform.
		-The Governor and DOT Commissioner can see first-hand each region's activities without having to travel to a TMC or even to their office.
		-Skyline Claris allows TDOT to manage user access rights for sets and subsets of cameras throughout the state, allowing access to selected content in a matter of minutes.
		-The DOT no longer has to provide direct access to their network for media outlets to receive live streaming video. Now, the media can access video of their choice using standard definition feeds and the option for higher definition content.
		-The Skyline video platform allows TDOT to grant access so cameras from other agencies (such as schools, local police and emergency management) can be cost effectively added to the platform with a common user interface.
		Deployment included the installation of Skyline Claris appliances in 4 regions, building a video backhaul network and providing streaming from our hosting center located in McLean, VA.
		Skyline today has begun the installation of our Vero – Virtual Video wall solution within the TDOT TMC's to replace an expensive, legacy solution for large video display solutions.
В	Client Organization:	Tennessee Department of Transportation, Information Technology Division
c	Organization Description:	IT division within TDOT responsible for new technology research and deployment. Provide technology to improve highway safety and traffic management.
D	Client Address:	505 Deaderick St. , Suite 500, Nashville, TN 37243
E	POC Name:	Michael Nichols
F	POC Title:	Product Owner, Sr. Project Manager
G	POC Phone #:	615-532-9719
н	POC Email:	Michael.Nichols@tn.gov

Duration of Services:

Т

May 2014 – Current

### 8.10.17 Past Performance #17 – State of MD, MDOT, SHA VoIP

	Skyline Past Performance #17 State of MD, State Highway Administration VoIP	
A	Services Provided:	Skyline Technology Solutions provided the State Highway Administration (SHA) with project management, design, onsite installation, configuration, training (end user and Administration level), applicable documentation and technical services and support to install a Cisco Based VoIP Platform across the seven (7) state wide districts. The project was conducted in several phases. The first phase of the project was to install a Voice Gateway, at each location (7 district offices, 24 maintenance shops, Hanover SOC and SHA HQ), between the carrier and the existing local NEC PBX. This was accomplished to reduce the toll charges by allowing the sites to call On-Net to other SHA sites and utilize TEHO. This phase also introduced the ability for Call detail reporting (CDR). The second Phase involved the implementation of the VoIP Platform at each district. Each district is public facing and required limited service interruption. The implementation currently supports 3700 IP phones and 300 analog devices. We provided all aspects of the implementation from design, coordination, deployment to support.
В	Client Organization:	MDOT, State Highway Administration
с	Organization Description:	The Maryland SHA is the State agency responsible for highway safety programs and highway preservation. Intelligent Transportation Systems (ITS) utilize technology to increase roadway safety, reduce motorist delays and air pollution, and improve the overall productivity of commercial vehicle operations.
D	Client Address:	5901 Baltimore National Pike, Catonsville, MD 21228
E	POC Name:	Willy Gail
F	POC Title:	Assistant Division Chief Office of CHART & ITS Development, Communications Division
G	POC Phone #:	410-455-8340

	Skyline Past Performance #17 State of MD, State Highway Administration VoIP	
н	POC Email:	wgayle@sha.state.md.us
I	Duration of Services:	January 2012 - Current

## 8.10.18 Past Performance #18 – Carroll County Government VoIP

		Skyline Past Performance #18 Carroll County Government VoIP
A	Services Provided:	Skyline Technology Solutions provided the Carroll County Government with project management, design, cable installation, onsite installation, configuration, training (end user and Administration level), applicable documentation and technical services and support to install a Cisco Based VoIP Platform across the county. The Cisco Call manager platform included the Call manger cluster (CUM), IM & Presence (CUPS), Unity Connections (CUC) and Cisco Emergency responder (CER) This project involved the use of the Carrol Community College VoIP System for High Availability call routing in case of the CUBE failures. The deployment is broken down into three phases. The first phase involved the build out of the CUCM platform (CUM, CUC, CER, CUP) and 2 CUBES. The call routing for this environment was designed to have four levels of failover to ensure 100% reliability. The second phase involved the deployment of 3 of the 28 locations. The deliverables for this phase ranged from site assessment (network and VoIP), site deployment, Administration training on the CUCM platform, end user training and continued daily support. The final phase was the deployment of the remaining 26 locations. The deployment design was created with the PBX and CUCM tied together to ensure limited impact to sites being cut over, continued call flow between all locations, and call accountability.
В	Client Organization:	Carroll County Government
С	Organization Description:	Carroll County Government, located in Westminster, MD is a rural County located outside Baltimore, MD. The Government is one of four Partner County Agencies that make up the CCPN.
D	Client Address:	225 North Center Street

	Skyline Past Performance #18 Carroll County Government VoIP	
	Westminster, MD 21157	
E	POC Name:	Bart Mathews
F	POC Title:	Special Project Engineer
G	POC Phone #:	410-386-2684
н	POC Email:	bmathews@ccg.carr.org
I	Duration of Services:	February 2011 to present

## 8.10.19 Past Performance #19 – Carroll Community College VoIP

	Skyline Past Performance #19 Carroll Community College VoIP	
A	Services Provided:	Skyline Technology Solutions provided the Carroll Community College with project management, design, cable installation, onsite installation, configuration, training (end user and Administration level), applicable documentation and technical services and support to install a Cisco Based VoIP Platform across College Campus. The Cisco Call manager platform included the Call manger cluster (CUM), Unity Connections (CUC) and Cisco Emergency responder (CER) This project was unique in nature for the college partnered with the local city government (Carroll County Government) to utilize their CUCM platform for high availability. The college utilized the CER for E911 location services and security personnel to locate the classroom where the emergency call was being made. The VoIP deployment was done in a manner that allowed the existing PBX to run parallel to the new system to limit the end user downtime.
В	Client Organization:	Carroll County Community College
С	Organization Description:	CCCC, located in Carroll County, MD is a community college serving approximately 3,000 full-time students and over 7,000 Continuing Education non-credit students.
D	Client Address:	1601 Washington Road, Westminster, MD 21157

	Skyline Past Performance #19 Carroll Community College VoIP	
E	POC Name:	Patti Davis
F	POC Title:	Director of Information Technology
G	POC Phone #:	410-386-8066
н	POC Email:	pdavis@carrollcc.edu
I	Duration of Services:	2-2011 to present

## 8.10.20 Past Performance #20 – MDOT TBU Technical Resources

		Skyline Past Performance #20 MDOT TBU Technical Resources
A	Services Provided:	Skyline provides nine (9) dedicated senior-level systems and network engineers to each of the TBU. These resources serve as the TBU lead, working side-by-side with the state to maintain critical systems and network infrastructure. They provide on-call services and after-hours support to ensure that critical systems for the airport, MVA, and other key transportation infrastructure are available to serve the citizens. Technology includes an extensive VMware environment, Cisco network, and TBU-specific applications. The engineers directly support the web hosting environment for BWI Airport and the MVA to ensure that information is available to the public on a 24/7 basis.
В	Client Organization:	Maryland Department of Transportation
с	Organization Description:	The Maryland Department of Transportation is responsible for all modes of public transportation throughout Maryland. MDOT is responsible for state roads, interstates, bridges, trains, buses, water, and metro in Baltimore City. The TBUs include the State Highway Administration, Maryland Transportation Authority, Maryland Aviation Administration, Maryland Transit Administration, Maryland Port Authority, The Secretaries Office (TSO), and the Motor Vehicle Administration.
D	Client Address:	TSO – 7201 Corporate Center Drive, Hanover, MD 21076

	Skyline Past Performance #20 MDOT TBU Technical Resources	
E	POC Name:	Jason Cavey
F	POC Title:	Chief Technology Officer
G	POC Phone #:	410-865-1183
н	POC Email:	jcavey2@mdot.state.md.us
I	Duration of Services:	January 2009 - Current

## 8.10.21 Past Performance #21 - TXDoT ITS Network Pilot

		Skyline Past Performance #21 TXDoT ITS Network Pilot
A	Services Provided:	Skyline Technology Solutions has been working with NTT Data and TXDoT for the past year to support the development and evolution of TXDoT's ITS Network Monitoring Pilot in the Dallas District. Skyline, NTT, TXDoT, TXDoT's Working Group, and the Dallas District have all worked collaboratively to discuss, communicate, and share feedback as technical requirements, SOP's, user acceptance testing, and training have been developed and implemented. Skyline is monitoring over 3000 ITS devices in the Dallas District, from traffic cameras to digital signs, to traffic signals. The Dallas District now has real-time access to all incidents and problems, as well as a visual display of the impact to their visibility into the Dallas transportation infrastructure. Managed network services to include Tier 1 / 2 Support of all network and ITS devices. Skyline, NTT, TXDoT, and Dallas will be working together to accumulate and share the efficiencies created through the Pilot with the rest of the districts at upcoming quarterly planning meetings The customers of the TXDoT traffic network will benefit from a more effective transportation system where network components will be up longer, outages will be identified quicker, and repaired faster. TXDoT will be able to confidently show that the Traffic Network technology initiatives contribute to TXDoT's overall mission.

	Skyline Past Performance #21 TXDoT ITS Network Pilot	
в	Client Organization:	Texas Department of Transportation (TXDoT)
с	Organization Description:	The Texas Department of Transportation is one of the largest DoT organizations in the country. Their missions is to leverage technology to improve the safety and usability of the State roads throughout the state.
D	Client Address:	125 East 11 <sup>th</sup> Street, Austin, Texas, 78701
E	POC Name:	Brent Eastman
F	POC Title:	Project Manager
G	POC Phone #:	512-302-2133
н	POC Email:	Brent.eastman@txdot.gov
I	Duration of Services:	February 1 <sup>st</sup> , 2018 - present

Remainder of the page left blank.

## 9 Financial Capability and Statements

## 9.1 Financial Capability

Skyline has seen steady growth since our inception in 2004. Skyline has grown to be a company of twohundred thirty (230) highly qualified employees who provide a broad range of services. We have been profitable in each of our past four fiscal years and anticipate that we will finish this year in the same way. The following identifies our gross revenue for these fiscal periods:

- Fiscal Year 2013 \$40,113,040.00
- Fiscal Year 2014 \$43,744,197.00
- Fiscal Year 2015 \$46,519,599.00
- Fiscal Year 2016 \$46,484,833.00
- Fiscal Year 2017 \$50,849,100.00

In addition to our strong revenue growth, Skyline has an available \$7,000,000 credit line with M & T Bank and a \$2,500,000 bonding capacity.

As demonstrated by our current state and county contracting, Skyline has a steady workload far into the future.

### 9.2 Financial Statements

Skyline financial statements for 2016 and 2017 are provided in Appendix C.

## **10 Legal Actions Summary**

## **10.1 Pending legal actions**

There are not pending legal actions at this time.

## 10.2 Settled claims

Skyline has no settled claims within the last three (3) years.

## **10.3 Judgments**

There have been no judgments against Skyline in the last five (5) years.

## **11 Subcontractors**

**Fallston Group** (www.fallstongroup.com) is one of the nation's most progressive crisis and issuemanagement firms, maintaining a unique focus on safety and security, crisis management and communications, and executive leadership. We provide a blend of both executive and operational services to help leaders prepare for, navigate through, and recover from issues of sensitivity, adversity, and crisis. The Fallston Group's stable of experts includes those with local, state, and federal public-safety experience, from tactical operations to the most senior of leadership positions. Our team has worked extensively within the school and university setting, from very small private schools to major colleges and universities. We provide a very high level of relevant expertise that increases customer bandwidth to ensure optimal preparation and execution ability.

Remainder of the page left blank.

# Appendix A – Organizational Chart

## Appendix B – Acronym List

- AC Alternating Current
- ACL Access Control List
- ADA Americans with Disabilities Act
- AMAN Annapolis Metropolitan Area Network
- AS Autonomous System
- ASN Autonomous System Number
- ATM Asynchronous Transfer Mode
- BGP Border Gateway Protocol
- BMAN Baltimore Metropolitan Area Network
- B2B Business to Business
- CAF Customer Acceptance Form
- CATS Consulting and Technical Services
- CCIE Cisco Certified Internetwork Expert
- CCO Cisco Connection Online
- CCPN Carroll County Public Network
- CE Customer Edge or Communications Electronics
- CERT Computer Emergency Response Team
- CHART Coordinated Highways Action Response Team
- CLEC Competitive Local Exchange Carrier
- CM Configuration Management
- COO Chief Operating Officer
- COTS-Commercial Off The Shelf
- CPE Customer Premise Equipment
- CPE Customer Premise Equipment
- CPU Central Processing Unit
- CRO Chief Revenue Officer
- DBM Department of Budget and Management
- DC Direct Current
- DGS Department of General Services
- DHR Department of Human Resources
- DNR Department of Natural Resources
- DNS Domain Name Service
- DoIT Department of Information Technology
- DPSCS Department of Public Safety and Correctional Services
- DSX Digital Cross Connect
- DWDM Dense Wave Division Multiplexing
- eBGP external Border Gateway Protocol

- EDW Education Data Warehouse
- EE Ethernet Everywhere
- EMS Electronic Messaging System
- EoTDM Ethernet over Time Division Multiplexing
- ESP Enhanced Service Provider
- EVPL Ethernet Virtual Private Line
- FFP Firm Fixed Price
- FRASI Frame-Relay ATM Service Internetworking
- FT Full time
- GB Gigabyte
- HCPS Howard County Public Schools
- HCPN Howard County Public Network
- HTML Hypertext Markup Language
- HVAC Heating Ventilation and Air Conditioning
- iBGP internal Border Gateway Protocol
- iCCTV Integrated Closed Circuit Television
- ID Identification
- IPSec Internet Protocol Security
- ISDN Integrated Services Digital Network
- ISO International Standards Organization
- ISP Internet Service Provider
- IT Information Technology
- ITIL Information Technology Infrastructure Library
- JUNOS Juniper Operating System
- LCD Liquid Crystal Display
- L2 Layer 2
- LAN Local Area Network
- MAA Maryland Aviation Administration
- MAC Media Access Control
- MAIF Maryland Automobile Insurance Fund
- MAN Metropolitan Area Network
- MBE Minority Business Enterprise
- MCPE Managed Customer Premise Equipment
- MDOT Maryland Department of Transportation
- MdTA Maryland Transportation Authority
- MIEMSS Maryland Institute for Emergency Medical Systems Services
- MITDP Major Information Technology Development Project
- MPLS Multiprotocol Label Switching
- MSC Managed Service Center or Multi-Service Center

- MSP Maryland State Police
- MTA Maryland Transit Administration
- MTU Maximum Transmission Unit
- MVA Motor Vehicle Administration
- NAT Network Address Translation
- NMS Network Management System
- NMS Network Management System
- NOC Network Operations Center
- NTE Not to Exceed
- NTP Notice to Proceed
- NWS National Weather Service
- O&M Operations and Maintenance
- OCI Organizational Conflict of Interest
- OCMS Offender Case Management
- OEM Original Equipment Manufacturer
- OMBN One Maryland Broadband Network
- OSI Open Systems Interconnection
- OSPF Open Shortest Path First
- PE Provider Edge
- PM Program Manager
- PMBOK Project Management Body of Knowledge
- PMO Program Management Office
- PMP Project Management Plan
- POA Plan of Action
- PoP Point of Presence
- PSInet Public Safety Intranet
- PSTN Public Switched Telephone Network
- PT Part time
- QA Quality Assurance
- QoS Quality of Service
- RCA Root Cause Analysis
- RCDD Registered Communications Distribution Designer
- RFC Request for Comments
- RFP Request for Proposal
- ROW Right of Way
- SBR Small Business Reserve
- SCCM Systems Center Configuration Manager
- SHA State Highway Administration
- Skyline Skyline Technology Solutions
- SLA Service Level Agreement
- SMDS Switched Multimegabit Data Service

- SME Service Manager Enterprise (High 5 software)
- SMS Systems Management Server
- SNMP Simple Network Management Protocol
- SONET Synchronous Optical Networking
- SSL Secure Sockets Layer
- SWGI Statewide Government Intranet
- T&M Time and Materials
- TBU Transportation Business Unit (generic term for sub-agency under MDOT)
- TCP/IP Transmission Control Protocol/Internet Protocol
- TDM Time Division Multiplex
- TLS Transparent LAN Service
- TO Task Order
- TORFP Task Order Request for Proposal
- TSR Telecommunications Service Request
- UMCP University of Maryland College Park
- VLAN Virtual Local Area Network
- VoIP Voice over Internet Protocol
- VPLS Virtual Private Local Area Network Service
- VPN Virtual Private Network
- VPRN Virtual Private Routed Network
- VRF Virtual Route Forwarding
- WAN Wide Area Network
- WBS Work Breakdown Structure
- WLAN Wireless Local Area Network

# Appendix C – Resumes

## **Program Manager**

#### Jason Ross – Vice President / Chief Revenue Officer

Labor Category	Program Manager
Resource Name:	Jason Ross
Education:	MS in Telecommunications Management, University of Maryland, College Park BA in Criminal Justice, University of Maryland College Park
Certifications & Licenses:	NA

#### SUMMARY:

Mr. Ross has over 20 years of experience in the telecommunications industry in the design, implementation and operations of Wide Area Networks (WAN) in the Public and Private Sector. This experience has been at all technical and managerial levels, from the installation of physical cable plant and hardware to providing the leadership for the State of Maryland's High-speed network initiative known as networkMaryland<sup>™</sup>. He has lead the development of large fiber optic networks utilizing ATM, DWDM, SONET, MPLS and Ethernet technologies. He has extensive experience with the installation, engineering and utilization of fiber optic cable in the Campus and WAN environments. He has been responsible for the program management of large public-sector projects which required full life cycle planning and development to ensure effective utilization of capital and operational funds during tight fiscal budget years. Specialized knowledge of the use and management of State IT contracts and public-sector procurement requirements.

### **TECHNICAL SKILLS:**

Expertise in LAN, WAN and Carrier transport technologies. Extensive knowledge with network operations for service provider networks. In-depth knowledge of Inside and Outside Plant Infrastructure. Lead large scale converged network projects combining voice, video and data solutions. Program Management for large public-sector contracts and oversight for hardware resell services.

#### **PROFESSIONAL EXPERIENCE:**

## Skyline Technology Solutions, LLC - Vice President & Chief Revenue Officer (May 2006 to Present)

**Chief Revenue Officer:** With the continued expansion of Skyline, the Executive Team expanded in January of 2017 to include a new Chief Revenue Officer. This change in role allows me to focus on the Business Development and Contract/Legal aspects for Skyline. The focus includes strategic leadership of the solution development, contract management and the marketing for our organization. Leveraging my technical background, I support our Business Development team and Directors in meeting the expectations of our customers. Program management includes large government contracts providing WAN services, video surveillance systems and fiber optic infrastructure construction/maintenance.

**Chief Operating Officer:** With the purchase of Earth Security Electronics, Inc. (December 2008) and the development of ClearWave Solutions, both sister companies of Skyline, my role was expanded to include Executive leadership of all three companies. Role includes oversight of business development in the public and private sector, contract and insurance management as well as on-going development of the Corporate infrastructure of all three organizations. As an Executive, work with the team including the President/Founder, CEO and CFO to make day to day decision affecting operations of the family of companies.

In a strategic business development role, continue to serve as a subject matter expert on public sector networks and large fiber optic infrastructure builds. Work with County government to encourage the use of dark fiber resources for economic development. Work with the executive team to develop new lines of business and companies that create a strategic fit for our organization.

In a Program Management role, oversee the implementation and maintenance of large government projects and contracts. Projects include WAN Managed Services, software development projects and fiber optic infrastructure construction/maintenance. Customers include County and Commercial entities primarily focused on delivering services to their respective customer base.

**Vice President:** Reporting to the President/Founder, lead the growth of Skyline in year over year growth greater than 100%. Through strategic partnerships and public sector awards, expanded the focus of the company to include large scale fiber optic network design and managed services. Growth included winning a number of State of Maryland Master Contracts, Task Orders and the expanded use of County contract vehicles. Lead the business development activities of the company and served as Program/Project Manager for large commercial/public sector customers.

As VP, was responsible for the development of operational facilities including the design construction of a 15,000 square foot operations center in Glen Burnie, MD. Facility was instrumental in our growth as a company and ultimately shared with our sister company, Earth Security to allow for shared Executive management. Role includes hiring oversight, insurance and contract management for the entire organization. Served as key decision maker for all Corporate Infrastructure.

**Director - Business Development:** Provided Project Management support for the Maryland Broadband Cooperative fiber optic backbone project; including the installation of fiber optic infrastructure on the Bay Bridge Segment and overall network architecture. Designing a fiber optic backbone in underserved rural areas of the Eastern Shore and Southern MD to encourage economic development and interconnect Federal installations. Working with State officials and utility companies to gain access to the State rights of way and pole attachments along the desired fiber optic path. Served as construction management oversight once the right of way was obtained and engineering completed. Support RFP's and competitive bids as needed for construction services.

In a Business Development role, support the development of responses to RFP's, CATS TORFP's and support the existing customer base via management of engineering resources.

## Department of Budget and Management (now DoIT) State of Maryland (October 2002 – May 2006)

Director - Networks Division: Reporting directly to the State Chief of Information Technology, was responsible for all aspects of the networkMaryland<sup>™</sup> Group and the Wireless Services Group for DBM OIT including Capital and Operational budgets, human resources and contract management. Managed the ongoing \$30 Million-dollar statewide investment in network services for networkMaryland<sup>™</sup>, ultimately reaching all 23 jurisdictions in the State, providing Internet, Intranet and Data backhaul services. Managed the ongoing \$110 Million-dollar statewide investment in Wireless Infrastructure to support a future 700 MHz Radio System for all State agencies. This project includes the development of tower and shelter infrastructure as well as connecting licensed microwave. Served as Subject Matter Expert for numerous contracts within the State including the Cable and Wiring contract to provide Inside and Outside Communications Plant construction and Internet Services for networkMaryland<sup>™</sup>. Directed the networkMaryland<sup>™</sup> Advisory Group and participated in the State Interoperability Executive Committee with Stakeholders from numerous public entities from all levels of government. Successfully created partnerships between numerous counties, UMATS, University of Maryland, MAX and the State to provide in kind services such as Internet and dark fiber resources.

**Director - networkMaryland™:** Responsible for the project management of the build out and operations of networkMaryland™. In this role, was responsible for creating the Service Rate Structure and Reimbursable Operating budget, which recovered approximately \$3.5 Million dollars per year. Oversaw the technical requirements for all aspects of the network infrastructure and managed the contractors responsible for the installation and maintenance of the network. Promoted the benefits of networkMaryland<sup>™</sup> across the State and worked with public sector entities to obtain cost effective services.

Assistant Director of Technology Management – networkMaryland<sup>™</sup>: Responsible for the overall technical specifications for the Wide Area Network including ATM, SONET, IP and DWDM equipment. Lead contractors and State resources to create a redundant fiber optic infrastructure to ensure network reliability. Supported the Director in the development of the Capital and Operational budgets. Lead requirements gathering meetings with State Agency customers to ensure services are developed to meet current and future needs. Coordinated State Agency migrations to the network as segments of the network were completed.

**Operations Manager:** Responsible for the turn up of core network PoP's to serve customers across the region utilizing ATM, DWDM and PON technology. Oversaw the implementation of large, regional customer networks including Higher Education customers, County government and the State Library System (Sailor). Coordinated all operations and maintenance services for carrier backbone, core PoP's and Access Nodes.

**Technical Manager:** Project managed the build out and initial turn-up of a 25 collocation DSL network in the Baltimore Metropolitan area. Coordinated interconnection circuits with the ILEC to create the network between PoP's. Oversaw the construction of collocation cages including the installation of fencing, copper cable plant and AC/DC power supplies.

**Node Technician:** Provide project management, installation and maintenance of transport equipment for high-speed data and voice network. Performed turn-up, testing and troubleshooting for DS-1, DS-3, OC-3, OC-12 and OC-48 facilities. Install intra-building copper infrastructure. Worked with contractors to install and test fiber optic cable between customer sites and Node facility.

**IT Telecommunications Specialist:** Design, install and maintain communications systems including voice, data, video and computer networks. Project managed large renovation and upgrade projects to ensure timely completion. Install large count copper cables, CAT3/5 and single/multi-mode fiber for in building and building to building communications.

#### **Employment Summary:**

• Skyline Technology Solutions LLC, VP & Chief Revenue Officer (January 2017 – Present)
- Skyline Network Engineering LLC, VP & Chief Operating Officer (March 2008 December 2016)
- Skyline Network Engineering LLC, Vice President (February 2007 March 2008)
- Skyline Network Engineering, LLC, Director Business Development (May 2006 February 2007)
- Department of Budget and Management, MD, Director, Networks Division, OIT (January 2005 – May 2006)
- Department of Budget and Management, MD, Director, networkMarylandTM, OIT (October 2003 – January 2005)
- Department of Budget and Management, MD, Assistant Director, networkMarylandTM, OIT (October 2002 October 2003)
- Comcast Corporation, Operations Manager (November 2000 October 2002)
- Digital Broadband Communications, Technical Manager (June 2000- November 2000)
- E.spire Communications, Central Office Technician (August 1999 June 2000)
- University of Maryland, IT Telecommunications Specialist (May 1995 August 1999)

### **Project Manager**

#### Bukky Ogungbade – Project Manager

Labor Category	Project Manager
Resource Name:	Bukky Ogungbade
Education:	BA Microbiology, University of East London Project Management Certificate, Boston University Organizational Consulting and Change Leadership, Georgetown University
Certifications & Licenses:	<ul> <li>PMI-Certified Project Management Professional (PMP), 2008</li> <li>Six Sigma Green Belt, 2011</li> <li>Six Sigma Black Belt, 2013</li> </ul>

#### SUMMARY:

Experienced project manager with over 16 years of leading diverse technology projects with Project Management Professional Certification and PMP and Six Sigma Black Belt credentials. A

Change Management and Organizational development strategist working with clients to plan, manage and implement organizational change strategies ensuring change initiatives accomplish their desired goals of adoption.

#### **TECHNICAL SKILLS:**

Certified project Management professional

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, Project Manager (Jan 2015 - Present)

- Perform Project Management responsibilities for the State of Maryland agencies, Commercial and not-for-profit customers.
- Set and manage project expectations with team member and clients.
- Roll out, management and support of Enterprise and Security programs for the State of Maryland.
- Perform day-to-day management of program initiatives. Identify issues and risks. Provide recommendation for resolutions and risk management.
- Ensure work on program initiatives are preformed within scope, consistent with requirement and customer expectations, on time and within budget.
- Day to day management of team members as it relates to their roles and responsibilities.
- Develop artifacts to support success and effective client interactions such as agendas, presentation, action items etc.
- Proactively work on continuous program process improvement. Continue to drive change within the program and organization as needed.

#### Strategic Management Concepts Consulting, Nov 2009 – Dec 2014

- Feb. 2013 July 2013: Georgetown OCCL Program, Navy Federal Credit
  - Organization Development and Change Leadership Consultant
  - Conducted organizations effectiveness assessment of client's human capital resources; Developed engagement to foster functional leadership and improve group dynamics and organizational effectiveness.
  - Led teams cross-functional teams across broad technical, financial and business disciplines. Focused teams on business objectives and tracked progress to ensure project milestones were completed on time, on budget and with the desired results.
  - Mitigated risk factors through careful analysis, planning and coordination.
  - Process Improvement: Led cross-functional organization process improvement initiatives using Lean Six Sigma. Implemented cost saving processes within the shipping organization. Successful replication enterprisewide increased market share and saved cost of over \$10M.

- Organizational Development and Change Management: Facilitated organizational assessment, strategies and work plan to facilitate team dynamics and build a healthy organization culture. Developed Change Management strategies and customized change management methodologies
- Results: Developed plan, training programs and material successfully implemented by clients.
- Nov 2009 March 2013 United State Postal Service
  - Management Consultant Project Management, Organizational Development, Business Development, Change Management
  - Working directly with the United States Postal Service, managing product development and implementation of new products and services aligned with the organizations goals for revenue protection and growth.
  - Conducted organizational assessment and developed organizational, sales and training strategies, with road map to achieve the short-term and longterm organization goals.

#### Zerone Incorporated, Software Change Implementation Manager, May 2006 – Oct. 2009

Managed software development and system changes on Point of Sale platforms and applications enterprise wide to ensure successful implementation across the nation in approximately 45,000 locations.

- Defined processes and tools best suited to each project. Moved between agile and waterfall approaches depending on project and client resources, creating detailed project road maps, plans, schedules, work breakdown structures and provided project communication.
- Project Management Office: Helped create a PMO. Developed templates, procedures, guidelines, tools and best practices. Provided leadership and coaching to other PMO team members.

*Results:* Helped grow the new Shipping Products Development organization from 2 project managers to 14 project managers responsible for about 100 initiatives a year.

 Custom Software Developments: Managed all phases of the software development lifecycle (SDLC) for dozens of custom solutions using waterfall or agile methodologies. Managed cross-functional teams of up to 40 members (analysts, network specialists, developers, SMEs).

*Results:* Delivered industry-leading software that saved millions of dollars, improved processes, captured market share and aligned with the organizations goals for revenue protection and growth.

• **Business Development:** Developed business cases that outline the business need for change and potential Return on Investment (ROI). Developed marketing and strategic plans and communication material to align with product objectives *Results:* Improved prioritization and product implementation.

#### Zerone Incorporated (Washington, DC), Business Analyst, May 2000 – Dec. 2000

• Developed change management processes for the USPS POS ONE Program Office, facilitate joint requirements planning sessions. Project coordination and impact assessments.

## GlaxoWellcome PLC (United Kingdom), Peoplesoft Financial Support Analyst, Jun. 1999 – Dec. 1999

• Requirements gathering, track, monitor and manage issues, support testing and software deployment.

## Network Manager – Functional Area's 1, 2 & 13

#### Matt Smith – Network Manager, Principal Architect

Labor Category:	Network Manager – Principal Architect
Resource Name:	Matt Smith
Education:	B.S. Computer Science, Frostburg State University Maryland
Certifications:	<ul> <li>Cisco – Cisco Certified Network Associate – CCNA</li> <li>Cisco – Cisco Certified Network Professional – CCNP</li> <li>Cisco – Cisco Certified Internetwork Expert – CCIE #8480</li> </ul>

#### SUMMARY:

Over 20 years of increasingly complex experience in a broad range of technologies including the following: Network Related Skills: TCP/IP, IPX/SPX, NetBIOS, SNA, OSPF, EIGRP, RIP, RIPv2, IS-IS, BGP, ATM, MPOA, LANE, CLIP, ATM CES, RFC 1483, SMDS, Frame-Relay, FDDI, Token Ring, Telco DS facilities, MPLS, SNMP, SONET, DWDM, Tacacs/Radius, Ethernet, DiffServ, RSVP, VoIP, H.323: Network Management/Testing Applications: Cisco Works 2000, Unicenter TNG, Concord Network Health, Net-ID, ForeView, Cisco Secure, NAI Sniffer, RMON Probes, Spirent Smartbits. He is part of the current networkMaryland<sup>™</sup> team.

#### **TECHNICAL SKILLS:**

TCP/IP, IPX/SPX, NetBIOS, SNA, OSPF, EIGRP, RIP, RIPv2, IS-IS, BGP, ATM, MPOA, LANE, CLIP, ATM CES, RFC 1483, SMDS, Frame-Relay, FDDI, Token Ring, Telco DS facilities, MPLS, SNMP, SONET, DWDM, Tacacs/Radius, Ethernet, DiffServ, RSVP, VoIP, H.323: Network Management/Testing Applications: Cisco Works 2000, Unicenter TNG, Concord Network Health, Net-ID, ForeView, Cisco Secure, NAI Sniffer, RMON Probes, Spirent Smartbits.

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC Principal Architect (Sept. 2004 – Present)

Provides network engineering and consulting services to various customers. Assists customers with developing strategic network infrastructure goals designed to maximize the use of available resources. Assists customers in the implementation of approved designs. Aids customers in the evaluation of new technologies in order to ascertain whether those technologies represent a significant benefit to the overall business goals of the customer. Provides Tier 3 support as well as operations and maintenance support.

#### Principal Engineer (November 1999 – September 2004)

Responsible for the following representatives types of technical tasks to meet the requirements of multiple and diverse customers: consulted with customers in evaluating and implementing networking technologies; provided assistance to various customers in planning, designing, and developing strategic long-term technological goals by identifying problem areas within existing infrastructures and prioritizing them with respect to return on investment; and performed network management, maintenance, and operations for client networks including network monitoring, 2nd and 3rd Tier Troubleshooting and problem resolution. Developed reports on utilization and health trends and provided analyses to the customer detailing where problems were occurring.

Used Cisco Works2000, HP Openview, Unicenter TNG, Concord Network Health, Marconi ServiceOnData, and several other network management applications. The networks that he supported utilized various technologies and fiber-based applications including: DWDM, SONET, ATM, Frame-Relay, SMDS, Ethernet, and FDDI. The networks provided IP as well as IPX and SNA traffic transport and function in both the Enterprise and Carrier capacity. He created and maintained documentation for customer networks. Responsible for the creation of detailed reports, as well as management plans for various network-related tasks. Managed customers' leased telecommunication services and worked with various vendors to resolve problems with services.

As a key engineer on the CSC networking team, managed teams of engineers on several large and high profile projects for various State Local and Federal customers and has managed those projects from the concept, planning and design phases, through deployment, and ongoing operations and maintenance of the networks. Responsible for recommending network design changes/enhancements for improved system availability and performance. Responsible for managing and monitoring the networks and the associated equipment (bridges, routers, etc.) for networks in the State of Maryland. The following is a representative listing of projects Mr. Smith has been involved with: <u>networkMaryland</u><sup>™</sup> – A State of Maryland owned and operated Carrier class network utilizing fiber optic and leased services designed to provide Layer 2, Internet, and Statewide Government Intranet services to its subscriber base. networkMaryland<sup>™</sup> employed Ethernet, ATM, Frame-Relay, SONET, and DWDM technologies. Responsible for managing and monitoring the network and associated equipment. Also a member of the original architecture and design team which created the successful foundation network that exists today.

<u>Prince George's County INET</u> – INET is an Ethernet based network utilizing private fiber optic resources to deliver network services to disparate County offices and municipalities. The network was designed to support the transport of multiple disparate organizations over a common backbone infrastructure while ensuring that traffic remains isolated and secure. Responsible for the design and implementation of the network. Planned and monitored the installation of the network and associated equipment for the INET project.

<u>Maryland Department of Transportation Network Management</u> – Supported a contract with the State of Maryland Department of Transportation (MDOT) to provide operations and maintenance as well as sustaining engineering support of its Enterprise network infrastructure. The MDOT network utilized private fiber, leased and various wireless technologies. The network utilized Frame-Relay, SMDS, ATM, and Ethernet technologies and services approximately 150 locations throughout the state of Maryland. Responsible for recommending network design changes / enhancements for improved system availability and performance. Aided the department in developing a design and transition plan to migrate the network from SMDS wide area connections to Frame-Relay.

### Command, Control, Communications, Computers, and Intelligence (C4I) Imagery Systems Analyst. (January 1998 – July 1999)

Successfully performed numerous types of tasks including the installation and configuration of software on Solaris, HP UNIX, and NT systems on-board U.S. Naval vessels. Provided Tier 1 troubleshooting for network infrastructures based on Satellite, ATM and Ethernet technologies onboard Naval Aircraft carriers and Large Deck Amphibious vessels in support of operational systems environment. Installed and maintained the Headquarters office LAN/WAN. Implemented the local office client-based and web-based E-mail, proxy, and Internet services. Performed troubleshooting on ISDN and T1 WAN connections.

#### Telecommunications Technician. (November 1993 – December 1997)

Performed the following representative responsibilities: assisted in the installation and maintenance of a campus-wide fiber optic network and a Category 5 cable system; provided end-user support, troubleshooting, and hardware installations/upgrades of faculty PC/Macintosh workstations and peripherals; and he provided first-level Help Desk application support

## Senior Network Engineer – Functional Area's 2 & 3

Labor Category:	Network Engineer
Resource Name:	Mark Ford
Education:	Bachelor's Degree in Business Management
	Washington College, Chestertown, MD
Certifications:	CCNP, CCNA, CCDP, CCDA, CCNA-WIRELESS, JNCIA, JNCIS-ENT, JNCIP-ENT, JNCSP-ENT

#### SUMMARY:

Mr. Ford has 10+ years of experience with the design and implementation of large multi-site service provider data communication networks, using best-practices in secure and scalable design. His past experiences include managing and operating both a large enterprise and data-center network for a federal agency with remote offices and a very large-scale global enterprise/service-provider transportation industry network with thousands of remote sites. Mr. Ford has work in the local, state, federal, and commercial levels, including support of government, education, health-care, and transportation industries. His responsibilities have included planning and monitoring communication equipment and circuits for both LANs and WANs, performing both hardware and software assessments, preparing solution comparison studies and evaluations for vendor equipment, generating network monitoring/performance reports for LAN/WAN utilization studies, and recommending network design changes/enhancements for improved system availability and performance. Mr. Ford has a Bachelor's Degree and is certified by both Cisco and Juniper. He has hands-on experience with day-to-day operations within a very large enterprise that includes multiple data centers, multiple large remote sites, and various type of network switches, routers and servers.

#### **TECHNICAL SKILLS:**

CCNP, CCNA, CCDP, CCDA, CCNA-WIRELESS, JNCIA, JNCIS-ENT, JNCIP-ENT, JNCSP-ENT

#### **PROFESSIONAL EXPERIENCE:**

Skyline Technology Solutions, LLC., Senior Network Engineer, Glen Burnie, MD (March 2013 – Present): Mr. Ford designs and operates routing and switching networks based on Juniper-, Cisco- and Ciena-based hardware platforms for county- and state-wide networks. Designing and implementing networks and supporting physical and virtual system operations is a normal aspect of his day-to-day. He is commonly drafting operations and training documentation,

evaluating new hardware, software, or feature enhancements, generating solution comparison studies, and testing solutions prior to field deployment.

**DISA,** Network Testing Engineer, Ft. Meade, MD (November 2011-March 2013)

(contractor: URS): Mr. Ford performed testing MPLS, IPv6 and multicast configurations on multi-vendor service provider class core and edge hardware for inclusion into the global network.

#### National Library of Medicine, Network Engineer, Bethesda, MD (April 2011-November 2011):

#### (contractor: AAC)

Mr. Ford supported the full lifecycle of NLM's network infrastructure. He designed the IPv6 routing infrastructure for their publicly-accessible datacenter. He designed, tested, and implemented Cisco networking technologies while managing the existing IPv4/IPv6 network infrastructure of NLM.

Mr. Ford designed a Cisco wireless environment for iPad video displays in a historical exhibit. He supported the day-to-day operations the LAN and datacenter environments and the multi-gigabit WAN infrastructure, which include 24-7 on-call support.

**ARINC**, Network Engineer, Annapolis, MD (June 2008-April 2011): (*initially, contractor: Apex Systems*)

Mr. Ford designed, tested, and supported the implementation of extranet remote-site solutions using various WAN technologies, including MPLS VPN, IPsec VPN topologies (GRE over IPsec, DMVPN, static VTI) and legacy ATM/Frame Relay extranet solutions. He designed repeatable Core routing/switching topologies supporting globally deployed applications and users. He completed technical research and proposal support for RFP responses for system/network designs. Mr. Ford designed small server farm networked topologies, converging storage (iSCSI) and inter-process communication traffic on the switched network (VLAN-segmented). He built lab environments for design, test, and troubleshooting efforts. Mr. Ford authored design documents, release notes, training material and manuals, and PowerPoint slides to populate the knowledge base.

Force 3, Inc. Systems Engineer, Crofton, MD (August 2006-June 2008):

Mr. Ford performed multiple installations and helped support an integrated 100,000+ user dental IT PACS solution at multiple CONUS bases. He designed a MS Sharepoint website supporting the workflows of globally deployed team members. Mr. Ford developed multiple

technical guides and designed a CD-ROM reference tool to help support the installation and maintenance of this system.

## Senior System Engineer – Functional Area's 1, 12 & 13

Labor Category:	Senior Systems Architect
Resource Name:	Ari Friedman
Education:	Yeshiva Toras Chaim - Talmudical Seminary Denver Colorado (1994 – 1998)
Certifications:	<ul> <li>Microsoft MCSE (Microsoft Certified Systems Engineer)</li> <li>Microsoft MCSA (Microsoft Certified Systems Administrator)</li> <li>Vmware VCP (Vmware Certified Professional)</li> <li>Vmware VTSP (Vmware Technical Sales Professional)</li> </ul>

#### Ari Friedman – Senior Systems Architect

#### SUMMARY:

Mr. Friedman has over 18 years' experience as a solution oriented IT specialist with notable success planning and implementing IT solutions in direct support of business objectives. He has a track record of increasing responsibility in systems support, secure network design, systems analysis and development, application Support and Deployment, Systems Architecture and management, Identity management, and full lifecycle project management. He demonstrates the capacity to implement innovative solutions to business needs that increase capacity and productivity, decrease exposure, and strengthen organizations and streamline workflows. He has hands-on experience leading all stages of system development efforts including requirements, definition, design, architecture, testing and support. Mr. Friedman is adept at developing effective security policies and procedures as well as regulatory and SLA compliance, project documentation and milestones, and technical/business specifications. He has extensive experience in both large Enterprises and small business environments. He is also one of the first in the industry to become fluent in VMWare ESX and was brought in as a consultant for Great Britian DOD contract with SAIC Corporation. Since then he has been a pioneer in the virtualization field working with large government organizations to lead the efforts in server consolidation and application virtualization. He was brought in as a consultant for the Commonwealth of PA contract with Unisys.

#### **TECHNICAL SKILLS:**

Extensive Working knowledge and Subject Matter Expert of Microsoft Operating Systems and associated technologies including AD, WINS, DNS, DHCP, NPS, DFS, Group policy, RDS, Certificate

Service , Cluster Services , as well as SQL, SCCM, SCOM, DPM, HyperV, Exchange, IIS, Forefront, ISA, TMG, and Sharepoint, as well as Client Desktop Operating Systems and the Microsoft office Suite . Extensive working knowledge of Identity Management Concepts and implementation using Forefront Identity manager. He is an expert level proficiency in SQL performance analysis and tuning. Subject matter expert for VMware Datacenter and Enterprise product suites including Vcenter, Vsphere ESXi, Vcloud director, SRM, and vsphere replication.

He maintains expert level proficiency in all storage technologies using FC, ISCSI, DAS.

Mr. Friedman has expert level proficiency with Dell Equalogic Storage platform and EMC Clariion and VNX storage lines. In depth experience with SolarWinds Suite of monitoring and management products. He has extensive working knowledge of Networking concepts and technologies including routing and switching protocols using Juniper and Cisco equipment. He is experienced with a working knowledge of firewalls, IDS, and associated Edge Devices. Mr. Friedman has extensive Working knowledge of F5 Load balancers and WAN accelerators.

#### **PROFESSIONAL EXPERIENCE:**

# Skyline Technology Solutions, LLC., Senior Systems Architect, (2010 Under Contract - April, 2011 to present)

Mr. Friedman built and supports the Datacenter hosting facility. He is the architect of corporate systems for clients of Skyline. Mr. Friedman manages and provides a full range of IT/IS services for Skyline and its customers. He provides level 3 support and administration for customer systems and technologies including VM Ware (vsphere, vcenter, srm, drs, ha, ft), all Microsoft OS servers and desktops, Microsoft Applications (ad, sql, iis, dns, dhcp, wins, radius, mom, scom, sccm, wds, exchange, dfs, kms), Customer 3rd party applications, firewall and VPN configuration and support, hardware loadbalancing, system and application performance tuning and system optimization. He provides specifications and configures hardware for consolidation and growth, including network equipment, servers, desktops, hi performance SAN (Equalogic, MEC) using ISCSI and FC. Mr. Friedman Oversee multiple enterprise projects involving resources and systems from different departments and organizations Track project timelines and schedules and report to executive management on milestones and accomplishments Assign tasks and prioritize workloads of teams and team members Set expectations and facilitate communications for executive team, engineering team and development team as well as end users

He works side by side with, and provides day to day guidance and motivation for systems and network engineers and developers to ensure tasks and projects are completed within expected timeframes.

#### Commonwealth of PA, Application and Infrastructure Architect, (2009-2010-Contract)

Mr. Friedman provided level 3 support to customers of the data center. He worked in a large scale environment of 300 ESX hosts VI4 with over 2000 Guest VMs and stand-alone physical servers including SQL and Oracle Clusters. He was responsible application deployments and support on Windows 2003 & 2008, IIS5 thru IIS7.5 as well as change control management for application, server, firewall and router configurations. He worked in a highly complex environment that required multi-team cooperation for deployments, troubleshooting and growth efforts. Other duties included high volume desktop and server deployment, OS refresh. The data center is the hosting facility for all of the Commonwealth Agencies in PA. Technologies utilized included: .Net, ISA, IIS, Biztalk, Windows server 2003/2008, SQL 2005/2008, MOM, sccm, Citrix Netscalers, Heavily virtualized using Vmware, SNS and active directory maintenance and administration. Mr. Friedman was primarily involved with the design, security audit, technical review, migration and implementation of Government Agencies into the CTC Datacenter.

#### ReallifeHR (Rewards Plus)-Purchase by Hewitt, Senior Systems Engineer, (2000-2008)

Mr. Friedman started as a Help Desk Technician to provide support to end users, maintain hardware and assist IT department of Rewardsplus. Responsibilities ranged from proprietary application support and hardware troubleshooting to remote user support of sales and executive staff. He was promoted to Senior Technician for excellence in service and dedication to the company as well as technical abilities. His responsibilities expanded to include Network and backend support of switches and routers, configuring and maintaining Exchanges, SQL, IMC, StarTeam, proprietary department applications, InterTel phone system, backups, Windows server performance monitoring and troubleshooting. He evaluated, implemented and maintained Datacenter based on needs of all departments and a growing customer base. He was promoted to Network Administrator. His duties grew to include all department servers, desktops, production and development environments, system and company wide change control, patch deployment and platform upgrades. He provided secure transport of files over various mediums and protocols between clients and vendors, frame relay, point to point T1, POTS, Encrypted tapes, VPN, FTPS, SMTPS, PGP. Network enhancement, expansion and upgrades. User management, active directory, establish and manage enterprise-wide information-security program.

## Software Engineer – Functional Area's 1 & 8

#### Michael Branan – Systems Architect

Labor Category:	Systems Architect
Resource Name:	Michael Branan
Education:	Bachelor of Science in Information Systems (BS) with a concentration in Security, Johns Hopkins University Associates of Science in Information System Security (AS), Anne Arundel Community College, Magna Cum Laude
Certifications:	<ul> <li>Internet and Computing Core Certification (IC3)</li> <li>Microsoft Office User Specialist (MOUS) - Word 2002(XP)</li> <li>Cisco Certified Network Associate (CCNA)</li> </ul>

#### SUMMARY:

Mr. Branan has over 10 years of experience in network engineering and software development. Michael is responsible for leading the software design, implementation, and testing of the Skyline appliance products and custom software developments provided by Skyline.

Mr. Branan also has over 3 years of Network and Systems Management for large scale commercial customers. He is a results-driven IT professional with Enterprise-level experience in the engineering, administration, and support of information systems. Mr. Branan has experience in the migration, troubleshooting, implementation, and documentation of smallscale to large-scale high availability networks. He has strong "hands on" technical knowledge with Cisco routers and switches (7600, 1700, 6500, 2900, and 3500 Series), Cisco PIX (500 series), Cisco WAE (512 & 612), SuperMicro Servers, Dell Servers, ISP1100 servers, Apple Xserve and Xserve RAID SAN, Hatteras (HN4000, and HN400 series) and Netopia, Flowpoint, Broadxent, Westell, and Efficient Networks routers and bridges. He also has strong interpersonal and communication skills with the ability to interpret complex topics.

#### **TECHNICAL SKILLS:**

- Internet and Computing Core Certification (IC3)
- Microsoft Office User Specialist (MOUS) Word 2002(XP)
- Cisco Certified Network Associate (CCNA)

#### PROFESSIONAL EXPERIENCE:

# Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions, Network Engineer (April 2007 to Present)

Mr. Branan is responsible for supporting network and systems related requirements for Skyline customers. He performs security vulnerability assessments and develops detailed analysis and reports of findings. He also provides network and systems support for a large ISP / datacenter in Baltimore city.

Mr. Branan leads a team of developers and testers who are responsible for the continuous evolution of the Skyline products and services and will ensure the implementation for MDOT follows the latest revision and design criteria.

#### Layer8 Consulting, Network Engineer (January 2007 – April 2007),

As a Network Engineer Mr. Branan provided various security and network consulting services to companies in the Baltimore Washington area. He provided cross-vender testing, analysis, and recommendations for custom WAN Accelerator solutions. Tested WAN accelerator equipment from Juniper, Cisco, BlueCoat and RiverBed. Assisted in the deployment of WAN accelerators across a global network which include Data Centers in both the US and Europe. Solution enabled server consolidation, which resulted in a significant reduction of IT support costs. Performed security vulnerability assessments, and provided detailed analysis and reports of findings. He worked with the customers IT staff to design a new global IP scheme; set forth a migration plan to new MPLS based backbone. In addition, he also designed, implemented, and documented a node configuration and IP management solution.

#### DataPoint, Network Engineer (June 2004 – January 2007)

As a Network Engineer Mr. Branan maintained the WAN network which included multiple upstream and downstream BGP peers, and used IBGP and OSPF within the autonomous system. He monitored DataPoint's network using SNIPS, Syslog, and SNMP. Designed, tested, documented and deployed custom managed firewalls, VPNs, servers, routers, and SAN backup solutions. He developed product training material to be used by the Network Operations Center (NOC). Mr. Branan developed and implemented security policies for the internal office network. He maintained Honeywell Closed Circuit Video (CCTV) monitoring system. He maintained HID ProxCard system and access lists. Mr. Branan also maintained DataPoint's Email Servers and shared web hosting servers (both UNIX and Windows). He generated custom security, billing, and PBX reports as needed and provided Tier 3 support to the Network Operation Center.

Mr. Branan was also awarded as Employee of the Month for September 2005. In addition, he was recognized for consistently going "Above and Beyond" normal duties.

## Information Security Engineer – Functional Area 3

Labor Category:	Network Security Engineer
Resource Name:	Tahmeed Rab
Contact Information:	
Education:	
	Master of Science – Information Systems and Technology
	Management. George Washington University, School of Business. Washington DC. (2011).
	Bachelor of Arts – Biochemistry, New York University
	College of Arts 7 Science, New York, NY (1997)
Certifications:	CIO University Certificate, U.S. GSA CIO Council
	CCSP Cisco Certified Security Professional 2012
	ITIL v3 Foundations 2007
	NNCSE Nortel Networks Contivity Support Expert 2009
	NSA Nokia Security Administrator 2007
	CCNA Cisco Certified Network Associated 2003
	CCDS Cisco Certified Design Associated 2001
	MCP Microsoft Certified Professional 2001
	Coursework: CISSP, Check Point NGX, Cisco ASA, Nortel
	Contivity, MS Exchange, Cisco VolP Cisco LAN/WAN
	Switching, Project Management (PMP), Juniper, PaloAlto
	Networks Sendmail, HP Tipping Point, F5 LTM/GTM,
	FireEye. 1999

#### SUMMARY:

Mr. Rab has eight (8) years of experience as a Senior Network and Cyber Security Engineer with and exceptional history of leading and deploying complex IT projects. He has a strong background in the understanding of enterprise infrastructure and security architecture. He is a key player in design, build and delivery of secure VPN and firewall solutions on Nortel, Checkpoint, Juniper, Cisco & PaloAlto platforms. Mr. Rab has excellent troubleshooting and problem solving. He has over 15 years of success in meeting IT challenges with strong leadership, project management and mentoring abilities.

#### **TECHNICAL SKILLS:**

Hardware Extensive experience with HP/Compaq ProLiant servers, Dell Power Edge servers, MACs & PCs Cisco routers, switches and firewalls, McAfee, Cisco IDS/IPS, HP Tipping Point and VPN concentrators. Nortel Contivity Series 1010-1750 Router/Firewalls, Sonic Wall, Nokia IP350-700s, NetScreen, Cisco PIX/ASA, IronPort SPAM filters, Watch Guard firewalls & PaloAlto Networks UTM appliances. Iron Mail email gateways and Sendmail Sentrion mail appliances. ZIX Corp secure mail appliance. FireEye and NetWitness scanners. OS Windows NT, 2000 & XP, Vista, 7, Windows Small Business Server 2003 & 2008, VMware Mac OS X & intermediate experience with Linux, UNIX (AIX), Nokia IPSO, Junos, PAN OS. Software MS Office Suite, Adobe Photoshop & Illustrator, Exchange 2007/2010, MS SQL 2008, Great Plains, QuickBooks, MS Visio, MS Project Experience with many network tools and utilities such as Sniffer Pro, Ethereal, Wireshark, CiscoWorks, NetView & Flukes. Operate and interpret data from network analysis tools such snoop and tcpdump and ArcSight & Splunk logging applications.

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, Senior Security Engineer, March 2011 to present:

Mr. Rab is responsible for managing external customer security infrastructure; he supports the day to day operational needs for customer infrastructure. He provides technical customer account management. He is also responsible for internal task management and support. He also maintains awareness of changes and trends in technology with IT security

## SRA (Federal Deposit Insurance Corp. Contractor), Sr. Cyber Security Engineer, August 2010 to February 2011:

Mr. Rab was responsible for operational maintenance and support of the security infrastructure at the FDIC's 3 data centers managing Cisco ASA firewall, PaloAltoUTM appliances, F5 Load Balancers & FireEye malware protection systems. He managed and supported the email appliance upgrades, including ZIX Corp. encrypted mail service. He was responsible for the managed security monitoring and response efforts by working with forensics and incident response teams. He developed standard operating procedures for the team and facilitated ITIL compliance and best practices. He screened and interviewed new applicants. Mr. Rab assisted area manager with performance reviews and appraisals. He trained new employees and technology and implementation and adherence to FDIC IT security policy. He supported secure deployment of enterprise web applications. He was also responsible for planning, executing and improving business continuity and disaster recovery test plans.

### Safety and Security Analyst – Functional Area 4

Labor Category:	Principal Architect
Resource Name:	Peter Pavlov
Education:	Bachelor of Science, Electrical Engineering, University of Maryland, College Park 2004
Certifications:	<ul> <li>Genetec Omnicast 4.x,</li> <li>Genetec Security Center Synergis 5.x, January 2017</li> </ul>

#### Peter Pavlov – Principal Architect

Milestone Enterprise and Corporate, April 2008
– expired
<ul> <li>Quintron AccessNSite, August 2007</li> </ul>
<ul> <li>Identicard Premisys April 2009</li> </ul>
• Exacq, October 2008
<ul> <li>Pelco Digital Sentry, October 2007</li> </ul>
<ul> <li>Axis Certified Professional, July 2017</li> </ul>
Galaxy Control Systems, September 2011

#### SUMMARY:

Mr. Pavlov has worked in the physical security industry for more than thirteen years. He started as a technician, and then as a sales engineer became more and more involved with system design and system integration. Now, as an experienced Principal Architect (engineer), he has a deep understanding of analog and IP based surveillance systems, access control systems, intercom systems, and perimeter detection systems.

#### TECHNICAL SKILLS:

- Analog CCTV system design and implementation
- IP based CCTV system design and implementation
- Network design for surveillance
- Access Control system design and implementation
- Video Analytics
- Digital and IP based intercom systems
- Perimeter Protection Systems
- CCTV for Quality Control and Manufacturing applications

#### **PROFESSIONAL EXPERIENCE:**

Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions, Lead Service Technician, (September 2017 to Present):

#### **Principal Architect**

- System design
- Maintenance of vendor relationships
- Account management and BD team SME support
- Installation and service technical support
- Vetting of new equipment and technologies

#### Earth Security Electronics Inc, Principal Architect, (April 2004 to December 2014):

#### Principal Architect

• System design

- Maintenance of vendor relationships
- Account management and BD team SME support
- Installation and service technical support
- Vetting of new equipment and technologies

## Facilities Specialist – Functional Area 4

#### **Darby Akers - Technician**

Labor Category:	Security Technician
Resource Name:	Darby Akers
Education:	Francis Scott Key High School – Graduated 2000 Carroll County Career and Technical Center – Graduated 2000
Certifications:	Genetec - Omnicast

#### SUMMARY:

Mr. Akers has over (4) years experience in CCTV and Access Control security systems. He is experienced as a CCTV technician, Access Control technician, copper termination and Genetec programming. Mr. Akers is responsible for installation, programming, and troubleshooting for security projects.

#### TECHNICAL SKILLS:

- Programming IP based cameras
- Installing cameras
- Installing, terminating, and testing copper applications
- Programming Access Control Systems
- Wiring and installing access control panels, strikes, Maglocks, and REX devises

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC., March 2014 – to Present

As a Lead for the Security Team, Mr. Akers leads projects from start to finish. He ensures that a proper job kickoff with the engineer is completed so everyone has shared expectations for all projects. He leads the team by having the correct materials, strategically maps out projects, leads the team in access control panel wiring, installation of devices, oversees final testing of cameras and door card readers to ensure quality, providing training to the customers, and is responsible for project closeout documentation to include: redlined maps with camera and door naming convention, and test results.

## Internet/Web Architect – Functional Area 5

#### Damien Kemens – Lead Developer

Labor Category	Lead Developer
Resource Name:	Damien Kemens
Education:	Yuba City High School
Certifications:	

#### SUMMARY:

He has over 15 years in the technology industry as a Systems Administrator and Lead Developer. His accomplishments include the successful design and deployment of distributor eCommerce solutions for Fuze Beverages, Honest Tea, popchips and Illy Issimo.

#### **TECHNICAL SKILLS:**

- Languages: PHP 5 (Multiple MVC Environments), (X)HTML 5, CSS 3, JavaScript, jQuery, Perl, Python, Shell, XML, JSON, AJAX, SOAP
- Platforms/Services: UNIX/Linux, Windows, Apache, IIS, SQL
- Additional Software: Office, Photoshop, Dreamweaver, Aptana, MyQSL

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC. (2005 to present)

Skyline Technology Solutions, Lead Developer (2005 – Present): He is primary responsibility is the development and deployment of a wide spectrum of web applications. He is also the administrator for the systems that support those applications. His duties include receiving the client's needs, understanding them and translating them into the web application environment and then deploying them to an environment that is well suited to handle those needs.

#### Friendly Computer Systems, Lead Support Technician/Jr. Systems Admin (2002-2005)

He was a support technician who mastered that position to become the Lead Support Technician and furthering his career to the Junior Systems Administrator. He administered a multi-tiered mail system for over 3000 clients. He improved upon existing spam filtration techniques and design and developed additional filtration software. He provided business and home level installation, configuration, design, maintenance, and support for network and internet systems for a client base of 3000. He assisted in the development and deployment of one of the first pay-to-access WLAN.

## Senior Network Engineer – Functional Area's 5 & 13

Labor Category:	LAN/WAN Communications Engineer
Resource Name:	Charles Stewart
Education:	H.S. Diploma, Mount Saint Joseph's High School, 1996 University of Maryland, 3 Credit Hours, 2002 University of Phoenix, 8 Credit Hours, 2003-2004 Community College of Baltimore County, 12 credit hours, 2005- 2006
Certifications:	<ul> <li>Microsoft Certified Professional – Networking Essentials, Windows 98, NT 4.0 Server 5/1999</li> <li>JNCIA-ER – Juniper Networks</li> </ul>

#### **Charles Stewart – LAN/WAN Communications Engineer**

#### SUMMARY:

He has sixteen years' experience in Telecommunications and Information Technology. He has five years of experience working in systems and LAN support and thirteen years of experience supporting LAN, MAN, and WAN infrastructure.

He has extensive experience in working with the PSTN, specifically with telecommunications circuits (POTS, ISDN, T-Carrier and SONET) and ten years working in Information Technology supporting network infrastructure; Cisco routers, Juniper routers, Cisco ONS SONET equipment, Marconi ATM switches, PIX firewalls, Cisco IOS and CatOS, Windows 2000, Solaris 5 – Solaris 10, Linux, ATM, SONET (OC-3-OC-48), DWDM, Ethernet over SONET, LCAS, ISDN, DS1-3, Ethernet, FDDI, PPP, Multi-link, Frame-relay, BGP, OSPF, Spanning Tree Protocol, MST, Rapid-PVST, UDLD, 802.1q, ISL, MPLS, HSRP, VRRP, TCP/IP, SMTP, SNMP, NFS, and DNS.

#### TECHNICAL SKILLS:

- USMC Cryptographic Protocols and Procedures
- Ascend MAX TXT Installation and Configuration
- Ascend MAX TNT DSL Configuration
- Ascend CBX 500 Installation and Configuration

- Lucent Navis Access Service Management System
- CISSP Core Essentials I
- He has 6 additional years of specialized experience to substitute for the required education, only 1 additional year required.

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC., Senior Network Engineer – Sept 2007 to present

He is one of the lead engineers supporting the Maryland State networkMaryland<sup>™</sup> project. He is responsible for providing network engineering as well as advanced troubleshooting services. He has worked as the lead on integrating new technologies on multiple projects. He played a large role in the implementation of an Ethernet based solution to enable traffic policing, tagging, and shaping at the edge of the carrier network and developing preliminary plans to integrate the MPLS architecture with the current network architecture. He has also been responsible for upgrading, researching, and testing device software, implementing SSh, TACACS+, and multiple firewalls to improve network security, as well as developing migration plans for potential subscribers to provide a path to transition off of their legacy networks onto networkMaryland without a service interruption

#### CenGen, Network Engineer, Sept 2001 to June 2007)

In addition to his roles on the networkMaryland project listed above, He supported various efforts as a consultant to the DARPA TTO and ATO branches. These efforts, which included the FCS Experiments effort, in which He was responsible for both design and implementation of a tactical communications network, and preparing final reports. He was also tasked with design and deployment of various wireless (VHF/UHF/Microwave) point-to-point and point-to-multipoint links, as well as deployment of two point-to-multipoint Ku-Band satellite networks, using QoS to prioritize traffic, and IP Multicast to deliver video to several key military installations, including the Pentagon and CECOM. He was also tasked with providing equipment demonstrations to high ranking US military officers and NATO personnel.

#### Lucent NPS (Formerly INS), Network Consultant, June 2000 to August 2001

He acted as a consultant for Lucent, providing engineering and operational support for several customers using the Lucent CBX-500 ATM Switches, Lucent PSAX ATM Switches, Lucent Stinger DSLAMs, Cisco routers, and SpringTide routers. He was also responsible for installation and maintenance of HPOV systems with NAVIS Core, the Lucent ATM Switch Provisioning Tool. He's other key duties included turn-up and turn-over of a Service-Provider NOC, by training Tier 1-3 personnel, implementing various NMS systems, and defining procedures. He was also responsible for assisting with deployment of the network by providing training to the staging personnel and the installation teams. He also wrote software for use by the staging personnel to ensure consistency in the configurations of equipment that had been deployed.

#### Pontio Communications, Network Engineer, August 1998 to June 2000

He began his career at Pontio as the primary technician for the IT department, providing systems and software support to over 50 employees at locations in Austin, TX and Northern Virginia. He was responsible for the deployment of a Linux based firewall, and the corporate Web, File and Email servers. He was then promoted to work with the service delivery team, and was tasked with design and deployment of the DSL services.

## Senior Systems Engineer – Functional Area 6

Labor Category:	Senior Systems Engineer
Resource Name:	Jesse D. Jordan
Contact Information:	
Education:	1991 – High School Diploma Wentzville High School – Wentzville, MO 1991 – Electronics Certification Lewis & Clark Vocational School – St. Charles, MO
Certifications:	

#### SUMMARY:

Over 20 years of experience in the IT industry developing expertise as a Manager and Senior Systems Administrator.

I have developed proficiency in managing real-time production networks, project management, staff management, team coordination, solution research/design/implementation, customer service, training, and support

#### **TECHNICAL SKILLS:**

Technical skills include, but are not limited to:

- Windows Servers and Services
- Azure/Office 365 implementation
- Office365 migration
- Active Directory management
- Group Policy design
- PowerShell admin & scripting
- WSUS Patch Management
- Microsoft Cluster Servers

- Microsoft SQL database design & support
- Microsoft SQL replication
- SAN design & support (iSCSI & Fiber)
- VMware ESX/Server/Workstation
- Microsoft Workstation products
- Microsoft Exchange
- Microsoft SCCM
- Microsoft Identity Management (MIM)

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, Senior Systems Engineer, October 2012 to present:

Core Responsibilities:

Managed Services - Senior Systems Engineer

Manage Client IT systems and infrastructure such as:

SQL, Fileservers, Backup Management, etc.

Ensuring System Effectiveness/Uptime

OS & Application installation, management, and problem resolution

SAN installation, management, and problem resolution

Virtualization administration including Hyper-V and VMware ESXi

Azure & Office365 management including Azure Sync and School Data Sync

#### Sandler Training, Director of Information Technology, January 2008 to October 2012

#### Core Responsibilities:

Managing the technology growth and direction for a worldwide sales and management training organization with over 200 franchisee offices worldwide, and care for the day to day technology operations of the world headquarters.

Responsibilities included:

Design and support of VMware vSphere 4 Support of Windows Servers and Services Corporate Anti-virus implementation and support Migration of email services from Exchange 2003 to Google Apps Evaluate and implement solutions for E-marketing and Lead Rotation Integrate leading online Course/Learning Management Solution

#### Johns Hopkins University, Bloomberg School of Public Health, Senior Enterprise Services Administrator, March 1998 to December 2007

#### Core Responsibilities:

Designed, implemented, and supported enterprise systems for a wide variety of school needs supporting over 3000 faculty, staff and students.

#### Responsibilities included:

Design/Implementation/Support of Enterprise Fibre Channel SAN Support of Windows Servers and Services VMware consolidation project Corporate Anti-virus implementation and support Implementation and support of SQL and Exchange clusters Implementation and support of Patch Management System

#### Advanced Resources, Computer Consultant, September 1997 to March 1998

#### Core Responsibilities:

Provided technical expertise for a local utility company migrating Windows 3.1 to Windows NT 4.0. Also provided managed software testing and documentation for Year 2000 compliance of all software utilized at the utility company.

#### **RECENT PROJECTS OR ACCOMPLISHMENTS:**

- Azure federated authentication for 3<sup>rd</sup> party systems
- Implementation and upgrade of SQL server systems to Microsoft Server 2016 and/or SQL 2016
- Implementation and documentation of bidirectional SQL transactional Replication
- Assisted with implementation and upgrade of Microsoft Identity Management to handle the synchronization of over 20,000 accounts from a SQL database with Active Directory. Included PowerShell scripting to manage additional account manipulation and Home Drive management
- Implementation of System Center 2012 Operations Manager to manage Servers and Services
- Implementation of iSCSI SAN and migration from Fiber Channel SAN

## Network Manager – Functional Area 6

Labor Category:	Network Administrator
Resource Name:	Walt Rhee
Contact Information:	
Education:	Bachelors of Landscape Architecture, Pennsylvania State University, 1996 - 2001
Certifications:	JNCIS-ENT certified, December 2013
	CCNA re-certified, June 2012

#### SUMMARY:

Mr. Rhee has over five years of experience monitoring, maintaining, installing and troubleshooting network connectivity, equipment and service. He presently is the Operations & Maintenance Coordination and Provisioning Team Lead for Skyline's networkMaryland team.

#### **TECHNICAL SKILLS:**

Routing – OSPF, BGP, Switching – VLAN, STP, WAN Technologies – Frame Relay, ATM, MPLS. His networking hardware experience includes: Juniper, Cisco, Ciena, and Overture

#### Skyline Technology Solutions, <u>O&M Coordinator/ Provisioning Lead</u>, May 2011 to present:

- Maintain network availability for all Maryland State Agencies, including County entities, responsibilities include:
  - Develop standard operating procedures to increase workflow efficiency

- Provide technical support for the MSC and manage operational issues to resolution, including after-hours technical support and dispatch as needed
- Manage Quarterly Maintenance Window
- Manage new service delivery requests for networkMaryland customers, responsibilities include:
  - Implement provisioning processes and templates to increase workflow efficiency and mitigate network impact
  - Develop and document scope of work for non-standard service requests to ensure appropriate resource assignments and prioritization

#### Skyline Technology Solutions, <u>MSC Technician</u>, March 2010 to May 2011:

- Experience with JUNOS and Cisco IOS
- Administration and monitoring of Solarwinds and HPOV to ensure peak network performance for various Skyline customers

#### **RECENT PROJECTS OR ACCOMPLISHMENTS:**

2014: ATM Decommission project; DHMH VPRN project

2013: Manage nwMD Quarterly Maintenance Window; Achieve JNCIS-ENT certification

2012: Manage Provisioning team

## Geographic Information Systems Technician 1 – Functional Area 7

#### Michael Phillips – Geographic Information Systems Tech, II

Labor Category:	Geographic Information Systems Tech, II
Resource Name:	Michael Phillips
Education:	North Carolina A&T State University, B.S. Industrial Technology, 1994 OSP Insight Certified 2012 (9) Undergraduate credit hours.
Certifications:	OSP Insight Certified 2012

#### SUMMARY:

Mr. Phillips has 12 years of experience with AutoCAD design both in the architectural field and in telecommunications. He has 7 years of experience in fiber optic plant design using OSPInsight.

#### TECHNICAL SKILLS:

- AutoCAD Map 3D 2018
- OSPInsight V8
- MapInfo
- FastReporter 2

- ArcMap GIS
- Pathfinder GPS software.

#### **PROFESSIONAL EXPERIENCE:**

## Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions, OSP Engineer, (January 2011 to Present)

Mr. Phillips is currently working with OSPInsight and AutoCAD Map 3D 2018 to create fiber route engineering packages. The majority of his time is spent adding outside plant assets to the OSPI databases. Mr. Phillips uses OSPI to create splice schematics, log fiber allocation and term panel assignments and track fiber links using Physical Circuit IDs. Once the circuits are created in the database he creates the splicing maps and schematics for new fiber circuits. After the new circuits are built in the field he can process the test results and prepare handover packages of results for the customer. Mr. Phillips can then use AutoCAD and GIS software to import the completed asbuilt information into OSPI to more accurately represent the actual real-life location of outside plant assets. He can utilize the OSPI database for trouble shooting during a fiber outage to pinpoint the location of a fiber damage. He also uses AutoCAD Map 3D 2018 to create asbuilts from construction redlines and to engineer new outside plant projects and is responsible for the analysis and processing of fiber test results including OTDR traces and power meter reports.

#### Phillips Well Drilling, Journeyman Well Driller, July 2003 to December 2010:

Mr. Phillips was responsible for the construction of residential water wells from start to finish. He worked independently and was also responsible for maintenance of the drilling rig and equipment. He filed completion reports for the health department and for billing purposes

#### **RECENT PROJECTS OR ACCOMPLISHMENTS:**

Provide OSPI support for Maryland DoIT, Baltimore County, Howard County, Carroll County and 700 MHZ projects. This includes splice schematic design, port assignments and fiber test results analysis for requested fiber links.

Currently in the process of updating the Baltimore County database with GPS files gathered by the county contractor. Using the GPS coordinates the fiber assets in the database are updated to reflect real life location and design.

## Internet/Intranet Site Developer (Senior) – Functional Area 8

#### **Brian Andress – Web Developer**

Labor Category:	Web Developer
Resource Name:	Brian Andress

Education:	Virginia Tech, Blacksburg Virginia (2007) BS Business Information Technology
Skills and Certifications:	<ul> <li>Transition to AWS infrastructure</li> <li>Knowledge and use of GNU/Linux, Ubuntu Server, Vagrant, Nginx, Node, Git, Javascript, NPM, Gulp, Bash, AWS</li> </ul>

#### SUMMARY:

Mr. Andress is a full stack web developer with over six years of professional experience in both project and product work. Brian utilizes data-driven development as he finds data modeling and declarative expressions to be elegant, simple, and maintainable ways to create robust, reliable, extensible, and consistent applications. He has been programming recreationally since 2005, and professionally since 2012.

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC., Web Developer, March 2015 to Present

Mr. Andress has the ability to utilize data modeling and data-driven development to create declarative, maintainable, and extensible code. He also architects solutions and leads and trains other software engineers.

As *Lead* Developer, responsibilities include:

- Teaching and mentoring
- On-site development for clients
- Facilitation of collaboration and delegation of architectural and implementation decisions
- Design and implementation of component-based server architecture
- Implementation of server code base as pure REST API, utilizing Nginx, Node, Express, MongoDB, SocketIO
- Architecture and implementation of client-side application, utilizing React, Redux
- Documentation
- Implementation of unit tests and integration tests utilizing Mocha, Chai, Istanbul
- Implementation of deployment and CI/CD scripts and utilities to enable automated deployments and testing
- Architecture and implementation of audit data persistence to enable historical and compliance reporting
- Architecture and implementation of microservices to consume 3rd party data to standardize access to external data and services

- Maintenance and rewriting of legacy code
- Ensuring products are developed with principles of security, performance, readability, maintainability, modularity, extensibility
- Ensuring products and dependencies are kept up to date for purposes of security, maintainability, user experience
- Awareness of current events in relevant technologies
- Transition from BackboneJS, MarionetteJS to React, Redux
- Transition to microservices and stateless architecture / components
- Transition to AWS infrastructure
- Unification of product infrastructure
- Knowledge and use of GNU/Linux, Ubuntu Server, Vagrant, Nginx, Node, Git, Javascript, NPM, Gulp, Bash, AWS

#### Mindgrub, Software Engineer, 2013 – 2015

- PHP, Javascript, SQL, Bash, Visual Basic, Git
- JSDoc, PHPDoc
- NPM, Composer, Ubuntu Repositories, PHP Autoloading & PSR, Bower, Grunt, Gulp
- Framework / Library research and vetting
- OOP Experience
- Development using Drupal, Wordpress, Node
- Drupal module development
- Wordpress plugin development
- REST API development Propel, Redbean, Composer, Epiphany, Express, Loopback
- Single Page Applications JQuery, BackboneJS, SASS, Bootstrap, Zurb Foundation, requireJS, Angular, D3, Backbone, Datatables
- Mobile site development JQuery Mobile
- Linux administration, security, and file permissions
- Automated / Unattended installation scripts
- Deployments
- Networking
- Virtual machines
- Web server administration, security, and configuration Apache2, Nginx, Node
- Database administration MySQL, PostgreSQL, MongoDB
- 3d printing Lulzbot TAZ 5, Makerbot Replicator
- Development of custom web interface to control 3d printer

#### Saba Software Inc., Consulting Engagement Manager, 2007 - 2013

• SQL, Python, Ruby, Visual Basic

- Database normalization
- Code injection (CSS, HTML, and Javascript)
- Ruby scripts to traverse web application and perform tasks using selenium web driver
- Ruby scripts to assist with administrative and project-related functions
- CSV to XML converter with intermediate features developed using Visual Basic .NET
- Creating HTML/CSS for system-generated emails
- Creating/cataloging HTML, CSS, assets, Javascript, etc. for system-generated reports / certificates
- Modifying presentation-level CSS, HTML, and Javascript
- Business Process Modeling, Restructuring, and Automation
- Remote client assistance and training via phone, remote desktop connection, or virtual meeting software
- On-site training of essential workflows and functionality
- Facilitation of small and large group discussions
- Facilitation of knowledge transfer sessions
- Facilitation of requirements gathering workshops
- Formal and informal training and mentoring of colleagues and clients
- Developing solutions to diverse, complex problems without clear or established precedents or policies
- Methodology creation, project plan templates, and training and presentation materials
- Continuously managing and monitoring client expectations
- Focusing on scope (and scope creep), budget, scheduling, milestones, goals, pace, and task assignment
- Project and staff planning / resource allocation

## Help Desk Manager – Functional Area 9

Labor Category:	NOC Technician
Resource Name:	James Redding
Contact Information:	Jason Ross
Education:	AccuTech Business Institute - 1999
Certifications:	Juniper Networks Technical Tier: <b>Advisor</b> Juniper Champion Certification Level: <b>Aspiring</b> Juniper Networks Certified Associate Junos ( <b>JNCIA</b> -Junos)

#### SUMMARY:

Mr. Redding has a strong background in customer service and support. He is a member of Skyline's MSC Team that support networkMaryland.

#### **TECHNICAL SKILLS:**

- Network and Connectivity Troubleshooting
- Windows Server Operating System Basics
- MS Office Suite
- Trouble shooting Juniper and Cisco routers and switches
- Remedy ticketing System

#### **PROFESSIONAL EXPERIENCE:**

**Skyline Technology Solutions, LLC. (on contract) MSC Technician; May 2015 to present** Core Responsibilities Include:

- Work in the Network Operations Center monitoring customer networks
- Provide superior customer service by being courteous, knowledgeable, and professional.
- Troubleshoot network connectivity issues across a wide range of routers and switches.
- Knowledge and experienced with Layer 1 and Layer 2 troubleshooting and practice
- Utilize the trouble ticket system to log all requests and activities including documentation
- of special requests and customizations considered important for future support
- Monitor the operational support systems to proactively identify service impacting events
- relating to IT, network, and facility conditions
- Communicate with customers and internal staff at regular intervals to ensure expectations
- are set and that appropriate attention is being paid to customer requests
- Escalate problems to the appropriate engineering disciplines within the organization or
- external vendors as required to achieve resolution

## Help Desk Specialist (Senior) – Functional Area 9

#### Jon Prince – Help Desk Specialist (Senior)

Labor Category:	Help Desk Specialist (Senior)
Resource Name:	Jon Prince
Education:	<ul> <li>Tekelec STP Eagle Overview Course - 2005</li> <li>Glenayre Technologies Voice Mail Repair Course - 2005</li> <li>Nextel Communications iDEN Systems School - 2000</li> <li>USMC Tactical Air Operations Repair Course - 1997</li> </ul>
	<ul> <li>USMC Basic Electronics Course - 1996</li> </ul>

	Chambersburg Area High School - Graduated 1995
Certifications & Licenses:	

#### SUMMARY:

Mr. Prince has nearly twenty years experience in the communications industry – both military and commercial. Specifically the last three and half years as a member of Skyline's staff working in the Managed Service Center which supports networkMaryland. He has extensive experience in the Network/NOC experience in a centralized repair/troubleshooting/testing environment that included answering telephones, logging events in a ticketing system, and providing technical support and repair coordination.

#### **TECHNICAL SKILLS:**

- Network monitoring and ticketing systems.
- Telecommunications technology including SS7, Voice Mail and SMS platforms.
- IP routing, Ethernet switching and LAN/WAN networks

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC. Service Desk Analyst, October 2011 to Present

Provides support, monitoring and troubleshooting for Wide Area Networks, Servers, and Applications inside the Network Operations Center (NOC) to remotely configure, manage and troubleshoot the network and central offices for trouble.

#### **Core Responsibilities**

- Provide superior customer service by being courteous, knowledgeable, and professional.
- Troubleshoot network connectivity issues across a wide range of routers and switches.
- Knowledge and experienced with Layer 1 and Layer 2 troubleshooting and practice
- Utilize the trouble ticket system to log all requests and activities including documentation of special requests and customizations considered important for future support
- Monitor the operational support systems to proactively identify service impacting events relating to IT, network, and facility conditions
- Communicate with customers and internal staff at regular intervals to ensure expectations are set and that appropriate attention is being paid to customer requests
- Escalate problems to the appropriate engineering disciplines

#### DigitalBridge Communications, NOC Technician/IT Support

#### 2010-2011

- Provide troubleshooting for Cisco switches, routers, and other 4G network devices as necessary.
- Assist customers with advanced support issues/questions escalated from Tier 2 support.
- Monitor and respond to network outages and alarms. Process daily NOC tasks, functions and batch processing.
- Perform and assist with 4G network maintenance and testing.
- Schedule and notify call centers and affected partners of outages and/or network maintenance.
- Support internal users with PC and network support (i.e.: phones, computers, printers, email, etc).
- Test new technology with existing network.
- Provide on-call support for all network impacting events.

## Quality Assurance Manager – Functional Area 15

#### Jennifer Peeling – QA Automation Engineer, II

Labor Category:	QA Automation Engineer, II
Resource Name:	Jennifer Peeling
Education:	Bachelors in Computer Information Systems, Stevenson University 2013
Certifications:	

#### SUMMARY:

Jennifer Peeling has over 5 years of experience in the field of quality assurance, with a passion targeted towards devops and automation of manual processes. She has a startup mentality, great familiarity with QA processes, and is always researching new ways to bring efficiency to the SDLC.

#### **TECHNICAL SKILLS:**

- Jira
- Jira Cloud
- Testrails
- Git
- Jenkins
- Packer
- Basic Linux
- Python
- Ruby
- Java
- Javascript
- Amazon Web Services (AWS)
- Windows and Linux OS (Debian/Ubuntu)
- Agile Development
- Automation programming
- AWS
- Docker
- Selenium
- Sikulix
- Vagrant
- Virtualbox

#### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, LLC., QA Automation Engineer II (December 2017,-to Present)

Jennifer currently works with the web and appliance quality assurance teams to ensure product quality. She has created over 500 automated test cases for products, using automation tools such as sikuli and Postman. She is also working on the devops process with developers to build automated CICD pipelines for product build deployments/tests. Jennifer is responsible for test case creation, test suite maintenance, running of automated tests, analysis of bug fixes, implementing automated solutions, and providing documentation and training to the rest of the QA team.

#### Intelatrak LLC, Director of QA (Apr 2015 to Nov 2017)

At this small startup, Jennifer worked as the sole QA member, creating test plans and implementing them for a mobile and desktop healthcare application, which functioned across multiple browsers and OS types. She worked closely with the dev team to ensure biweekly releases and provide UI/UX feedback, as well as verify that the product met customer needs.

## IT Professional (Senior)

#### Shannon Haworth – Systems Security Specialist

Labor Category:	System Security Specialist
Resource Name:	Shannon Haworth
Education:	Self-taught starting in the late 70s
Certifications:	

#### SUMMARY:

- Managed 40+ developers and engineers against a book of business valued at 6M+ annually.
- Designed and oversaw the development of several successful web-based businesses.
- Extensive systems integration across a multitude of back-office systems (AP/AR/Bibliographic Search Engines/DataBases/Mainframes/Video Servers/Cloud computing services/Commodities Feeds).
- Identified, evaluated and proved the feasibility of utilizing emerging graphic processing technologies to reduce the cost and physical footprint of our in-room solution. This innovation reduced capital expenses in excess of \$6M over a six year period.
- Responsible for the design and development of web-based applications for DuPont, General Electric, Schlumberge, Microsoft, Monsanto and Dell.
- Designed and built the technology infrastructure, from the ground up, to support a startup specializing in supply chain and risk management software solutions for the petroleum industry.
- Responsible for deploying open source technologies, namely Linux, into the operations of a multi-national credit card company with over 20,000 employees and help desk staff.
- Designed, built and deployed the technology architecture for a startup entering into the healthcare industry. This architecture is successful and is largely unchanged today.
- Internet pioneer, internic handle is SH19 (Handle is comprised of the person's initials plus next available number).

#### TECHNICAL SKILLS:

- Linux/UNIX Operating System 20+ years
- Bash Scripting 20+ years
- NCSA / Apache web server 20+ years
- SQL based databases 20+ years

- TCP/IP Networking 20+ years
- 'C' programming language 20+ y
- Java programming language 15+
- No-SQL based databases 10+ ye

- Client Side JavaScript programming 15+ years
- Adobe Flex and Adobe Air 3+ years
- Amazon Web Services (AWS) 3+ years
- Single Page Applications 9+ years
- AngularJS / Ionic 3+ years
- XML 20+ years
- Neo4J 1+ years

- PHP programming language 10+ years
- Web Programming 20+ years
- NodeJS 6+ years
- Web Services 15+ years
- Docker & Docker Swarm 2+ years
- Balsamiq Mockups 2+ years

Technology Consulting Jan 2014-Current

Recovery Network, Houston TX

Confidential clients, LasVegas NV

Mr Haworth, as a LG software development partner, provided specialized technical assistance to companies using LG commercial HCAP based televisions. He provided technical assistance to a systems integrator assisting a casino chain to better manage displays (Wall of TVs in betting rooms). He created a prototype video on demand application for a startup which demonstrated how to consume RESTful services and display the results as semi-transparent overlays on the LG commercial televisions.

#### VP Engineering

#### SportsLife X, Potomac MD

#### December 2015-July 2017

Mr Haworth designed and Built a mobile app to streamline the processing of verifying athletes prior to athletic events. He designed and built a kiosk (hardware and software) to scan barcodes on member id cards at the point of entry. He designed and built back end infrastructure to support thousands of sports facilities, each with tens of thousands of athletes. He created a scalable solution utilizing DreamFactory, HAProxy, Neo4J, MySQL, AngularJS, SparkJava microservices, and a legacy Drupal environment. He packaged and deployed the software components as a Docker swarm which he deployed to the AWS cloud. He leveraged the Jenkins CI/CD platform for Agile packaging and deployment. He performed automated testing of RESTFul services using Jenkins and the postman/newman testing tools. He implemented Agile/Scrum across a geographically dispersed team, utilizing an online scrum board and video conferencing. He integrating with leading facility management software systems to allow facility operators to painlessly offer expanded services to their customers.

### Lead Developer, Research and Development

GetWellNetwok Inc, Bethesda MD April 2009-December 2015 Mr Haworth championed the adoption of Java microservices, specifically the SparkJava framework, as a means to reduce server-side complexity and simplify software development. He successfully led the adoption of the AngularJS to improve responsiveness and code quality of the user interface. He spearheaded the use of Docker to streamline deployments. He provided extensive support and technical leadership for the transition from analog television to digital television. He eliminated a significant sales barrier by identifying and implementing a technique to retrofit our existing set top boxes with the ability to decrypt video streams on hardware that wasn't suited to the task. Hand in hand I designed a matching encryption appliance that encrypted video streams in an extremely cost effective manner. He was selected to lead a multi-year project to perform end-to-end security hardening of our entire solution prior to deployment in Department of Defense and related government facilities. The project was completed in full compliance of all relevant NIST, HIPPA and DoD standards and regulations. He envisioned, researched, evaluated and proved the feasibility of running our flagship product directly on the CPU embedded in certain commercial grade televisions. Worked with the top two manufacturers of hospital grade televisions, LG and Samsung, to become approved software integrators on their products. Successfully delivered a working system that replicates the existing capabilities. The result is a capital expense savings of between \$1.8M and \$2.5M annually based on past sales performance. Additionally, the highly integrated nature of this solution is expected to save between \$250K and \$500K of support costs annually.

#### **VP Engineering**

#### 9Ware, Vienna VA April 2004-April 2009

Mr Haworth Designed and built the technology infrastructure, from the ground up, to support a startup specializing in supply chain and risk management software solutions for the petroleum industry. He aggregated data from a wide range of sources including trading partners, NYNEX, DTN, and back office accounting solutions to provide perfect business intelligence in support of risk management products. He hired, trained and managed a staff of 2-6 Java software developers and engineers. Oversaw day to day development and operations of all IT infrastructure. He maintained a data warehouse containing petroleum trading data spanning the mid-atlantic region, across all the major suppliers and several minor suppliers. This data was a blend of transactions averaging \$1.2M a day, and NYNEX price feeds delivered in 15 min increments.

#### Consultant / Open Source Subject Matter Expert

Capital One, Office of the CTO, Richmond VA

March 2003 - February 2004 Mr Haworth was responsible for introducing open source technologies, namely Red Hat Enterprise Linux, into the operations of a multi-national credit card company with over 20,000 employees and help desk staff. He served lead engineer for evaluation of biometric authentication technologies. He customized and repackaged several open-source software solutions as RPMs. He extensively modified the open-source jabber server, written in ANSI 'C', to accommodate more than 1024 client connections. He identified and brought to the attention of the CTO a very significant security issue involving the configuration of the mainframe networks. The business impact of this discovery was identified as being between \$6M and \$10M. This mis-configuration was identified when I performed a security audit of Linux servers that I had deployed in the central datacenter. He championed and spearheaded an initiative to use thin client technology to reduce operational costs.

#### **VP Engineering**

GetWellNetwork Inc, Washington DC February 2001 - February 2002 Mr Haworth designed, built and deployed the technology architecture for a startup entering into the healthcare industry. This architecture is successful and is largely unchanged today and has been replicated by nearly every competitor. The architecture was a complete end-to-end solution that encompassed networking, databases, application frameworks, and set top box technology.

#### **VP** Engineering

#### April 1997 - January 2001 iXL, Washington DC

Mr Haworth designed and oversaw the development of significant web based business initiatives for a wide variety of startups and fortune 50 companies. He grew the software development team from 1 employee when he arrived to over 40 when he relinquished direct management of the engineering staff due to a promotion. His was responsible for selecting the technologies and staff for each engagement. He was selected as the lead engineer for our global efforts with General Electric, at this time we had over 3,000 employees. The General Electric contract was valued at over \$20M annually and was

primarily an engineering engagement. Named by the CTO as one of 10 members of the 'mission critical engineering' team. I was personally responsible for the delivery of engineering services to DuPont, General Electric, Schlumberge, Microsoft, Monsanto and Dell. He was heavily involved in 'C' level negotiations and sales efforts for clients such as NEA, The US Mint, The Pew Charitable Trusts, 1-800-flowers, Microsoft, Slate, The Washington Post, CTIA, Dell, Gateway 2000, and Monsanto.

## SQL Report Writer - Functional Area 12

Labor Category:	SQL Database Administrator
Resource Name:	Beck Smith
Education:	<ul> <li>Virginia Polytechnic Institute and State University</li> <li>B.S. Computer Science</li> <li>MIT - Master Information Technology</li> </ul>
Certifications:	

#### Beck Smith – SQL Database Administrator

#### SUMMARY:

Mr. Smith is highly trained and skilled in Oracle database systems administration and integration with extensive knowledge and skills in computing architecture and infrastructure (Virtualization, Linux, SAN, Networking). He has twenty years of broad and deep technical skills coupled with business, project management, and soft skills and experience across all areas of the technology, network, and application stacks. Demonstrable success and performance history delivering exceptional leadership, management, integration, technical support, education, and mentoring resulting in corporate profitability and strategic goal acquisition.

#### **TECHNICAL SKILLS:**

- Oracle 11gR2, 12c, RAC, ASM, Data Guard, FSFO, 12c Cloud Control, RMAN
- Oracle Enterprise Linux 5.x, 6.x
- Oracle VM 3.x
- RedHat Linux 5.x, 6.x
- VMware 5.5, 6, EMC, Cisco
- Technical Director and Manager of 8 or more

#### **PROFESSIONAL EXPERIENCE:**

Skyline Technology Solutions, LLC., Lead Enterprise Architect / SQL Database Administrator – April 2016 to present
Responsibilities as Senior Enterprise Architect include playing a critical role in making sure enterprise systems and programs are envisioned, designed, developed and implemented efficiently and effectively to meet business needs of the customer; involvement in every phase of the project lifecycle from intake through delivery. Additionally, lead team of engineers to carry out solution and ensure it is well engineered, operable, maintainable, delivered on schedule, aligns to enterprise vision and actually provides the anticipated business value.

## 1901 Group, LLC, Senior Director, Database Management Services, Feb 2014 – April 2016

Proactive and comprehensive administrator of Oracle High Availability systems and software ensuring availability, performance, and continuity of operations for primary and standby data centers, test, development, and QC databases systems and software.

- Proactively administered Oracle services for \$355M state-wide Traffic Monitoring system
- Stabilized multi-site 11gR2, ASM, RAC primary and standby system in 5 weeks
- Executed 8 successful manual failover and failback employing Data Guard Broker
- Executed 4 successful automated failover and failback employing Data Guard Observer.

Active throughout the entire application lifecycle providing integrated and complex heterogeneous systems troubleshooting and performance tuning. Technical subject matter expert in Oracle RDBMS technologies and Oracle integration on both real and high density virtualized compute platforms and the full technology stack.

- Mediated technology and design sessions between Oracle, Prime Contractor, and Application developer 3 times.
- Directed 5 design and performance tuning sessions between Prime Contractor and Application Developer per month.
- Proactive DBA for 10 RAC databases serving DEV, TEST, Training, QC, PROD.

Excellent verbal, written, technical, business and soft skills communicating across multiple disciplines. Interact and manage seamlessly and productively with application developers, service level managers, operations center staff, business development, and management.

• Department director of a multi-discipline team of 8 systems technicians and architects

## Dept. of Defense, DPD ALTESS, Lead Enterprise Architect, Oct 2011 – Feb 2014

Designed and executed the implementation of new infrastructure and continuous improvement of existing processes and procedures. Architectural and operations planning for daily operations and migration and consolidation of Oracle centric primary and warm standby data centers.

• Delivered Engineering & Operations support for \$183M PeopleSoft Payroll and Personnel system employing Oracle Exadata (11gR2), Oracle Database Appliance, and Exalogic (Oracle VM)

• Architected, engineered, and directed consolidation support for \$23B SAP Oracle Supply Chain Management and Logistics system.

Identified, gathered, and synthesized technical requirements from Networking, Systems, and Storage teams, Engineers, and Analysts in order to clearly and concisely communicate complex architecture and technical specifications to the implementation teams, operations, and end customer.

- SAN Convergence and Federated Storage for 5 ERP systems consolidation project
- Infrastructure Build, Data Center Management > \$10M equipment and software
- Complex Systems Troubleshooting reducing Data Guard archive backlog from 3000 to 100
- Service Level Management for 2 ERP systems employing 5 service level managers
- Unix/Linux/Oracle/Network Administration for > 50 high density rack computing

Excellent verbal, written, technical, business and soft skills communicating across multiple disciplines within and outside the organization. Central contact point for heterogeneous teams of technicians, administrators, government and contracting staff, and management.

• Awarded US Army PD ALTESS Certification of Appreciation for superior mission support outstanding personal initiative and technical insight.

# Covenant Software Systems, Inc., CIO, Project Manager Sr. Database Administrator, January 1999 to September 2011

Profitably deliver executive, project management, and technical services by employing strong technical, business, and interpersonal skills to acquire and retain business, deliver value, and guarantee implementation of critical systems.

- Aggressively pursued sales, consulting, and business retention objectives
- Increased corporate profitability > 25% continuously year over year
- 95% Customer Retention rate.

Effective in dynamic team environments with a flexible, decisive, and resourceful attitude.

- Quickly adapting to changes in environments, systems, and requirements.
- Central contact point for heterogeneous teams.
- Executed technical management, implementation, and operations for Oracle centric services
- Oracle Database Administration 8, 8i, 9i, 10g, 11g, Oracle E-Business 11.5.7, SAP, Baan
- RedHat Linux 5.x, 6.x and HP-UX 11.11 Administration
- DBA and Oracle SME for 7 country international ERP consolidation to Oracle E-Business
- 2 successful Rescue Projects with turnaround in 3-6 months
- 4 executions of Disaster Recovery/Business Continuity

• Education and mentoring 15 or more clients

A leader in aggressive and comprehensive performance tuning with significant successes in Oracle RDBMS server, infrastructure, application software, and SQL statement tuning.

- Demand Resource Planning: 38 hours to 17 minutes
- Populate Materials Shortage: 13 hours to 23 minutes
- Open Orders Query: 8 hours to 3 seconds
- Materials Shortage Report: 3 hours to 35 seconds
- Shipping Pick List Generation: 45 minutes to 5 seconds
- Materials On-Hand Query: 151 seconds to .08 seconds
- Customer Name Lookup: 40 seconds to .80 seconds

# General Injectables and Vaccines, Inc., Director of Advanced Database Technologies, Oracle Database Administrator, Aug 1996 – Dec 1998

Team lead and project manager that executed strategic and tactical directives for all corporate database systems, development teams, operational support, and data center operations. Central contact point, coordinator, and Oracle resource for staff, vendors, contractors, and consultants. Database and Unix administration, systems development, and continuous process improvement for Oracle Data Warehouse, Oracle Financials, Customer Service/Order Entry, test, development, and production database systems.

- Oracle 7.3, 8, Oracle E-Business 10.7
- Created and enforced > 20 corporate programming standards
- Directed 4 design reviews per month for functional, unit, load, and QC testing
- Mentored 6 junior associates
- Successfully executed 2 production database recoveries and ensured business continuity
- Performed 2 DR tests per year, continuously improved disaster operations documentation
- Reduced server overhead 10-30% through systematic monitoring, defragmentation, disk allocation, and statement tuning.

# Senior Systems Engineer – Functional Area 12

### Chris Shafer – Senior Systems Engineer

Labor Category:	Senior Systems Engineer
Resource Name:	Chris Shafer
Education:	Severna Park High School – Honors - Diploma
Certifications:	

### SUMMARY:

Mr. Shafer has over twelve years of experience in the computer/network administration field. He has specific expertise for more than eight years in the areas of platform engineering and active directory. His technical skills include performing installation, configuration, maintenance and troubleshooting.

### **TECHNICAL SKILLS:**

### **PROFESSIONAL EXPERIENCE:**

## Skyline Technology Solutions, Glen Burnie, Maryland, October 2015 to present PaaS Systems Engineer

As Lead PaaS Systems Engineer my core responsibilities include:

- Participate in the systems design, review, and implementation of upgrades to the existing PaaS environment.
- Participate in the support of automation and technology migration initiatives.
- Manage, install, and support Linux and Windows operation systems in addition to third party vendor software.
- Develop and maintains test and restore plans to ensure successful recovery of hosted servers to comply with the DR policy.
- Ensure optimal performance for the multi-tenant environment through monitoring and remediation activities.
- Ability to prioritize requests based upon customer requirements and project demands.
- Participate and support the documentation requirements for PaaS clients and the PaaS infrastructure.

# AT&T Hosting and Application Services (formerly USinternetworking) Systems Engineer

### 2/2007 - 10/2015

- Filled roll of platform engineer, software developer, client technical lead and technical architect
- Supported and maintained the following platforms on both physical servers and ESX host
  - o RHEL 3,4,5,6
  - o Solaris 8,9,10
  - Windows 2000 through 2008R2 Standard through Datacenter Edition
  - Limited Experience with HP-UX and AIX
- Primary client technical lead for large 60,000+ user active directory used for single sign on authentication and was an escalation for other active directory related issues

- Took over development and maintained Microsoft Identity Lifecycle Management 2007 server using C# extensions. That synchronized user's accounts and passwords between a PeopleSoft database and 3 different Active Directory forest.
- Deployed new FIM 2010 synchronization services.
- Deployed PCNS on top of ILM and FIM environments.
- Migrated customer to google apps domain from exchange.
- Developed numerous custom reporting and administrative automation tools in C#, Perl, bash, C and SQL.
- Maintained MS-SQL and MySQL databases and servers.
- Provided platform support for Oracle database servers running on RHEL and Solaris
- Provided platform support for RHEL servers using 3par, EMC and NetApp Storage.
- Worked with customer and network engineers to troubleshoot network issues.
- Responsible for translating and refining customer request for changes to the network into an actionable request to the network support team for firewall and load balancer changes.
- Used a change management system to track changes, provide peer review and seek approval for changes to be performed.
- Routinely found ways to meet various customers' requirements for data migrations into and out of our environments.
- Installed and maintained Citrix servers.

# McKenzie Christopher Associates

# Systems and Network Administrator

## 12/2004 – 2/2007

- Primary network and systems administrator
- Rational systems administrator for Chief Business Office, Department of Veterans Affairs
- SharePoint Portal Server 2003 administrator for Chief Business Office, Department of Veterans Affairs
- Maintained and installed a Windows 2003 domain including email, web, SQL, and portal servers.
- Supervised maintenance of Windows XP workstations
- Installed maintained and integrated Debian and Fedora Linux servers into network
- Installed and maintained Request Tracker 3.0 ticket system.
- Installed and maintained virtualized Linux servers using Xen.
- Installed and maintained MySQL database servers in support of our website and ticket system
- Responsible for corporate email servers.
- Developed the website for the chesakeapeaketide.com.

### ToadNet Inc.

### 06/2003 - 12/2004

• Provided Support to end users with T1, DSL, ISDN, Web Hosting, Email and Dial-up connections on all Operating Systems.

- Programmed a custom sales tracking web application using PHP, MySQL and apache to allow better processing of DSL, Web-hosting, and Collocation orders.
- Worked directly with network administrators to ensure network and customer issues were resolved promptly.
- Provided on-site support for corporate accounts.
- Worked directly with my supervisor to resolve personnel issues.
- Assisted in the training of new personnel.
- Used custom database applications to help resolve customer issues.
- Programmed Netopia and Cisco T1 and DSL routers.
- Used the Linux to resolve customer issues.

Worked with Netopia, Cisco and various CLEC's and ILEC's to provide support to customers.

# Technical Writer/Editor – Functional Area 14

### **Eugene Chun – Technical Writer**

Labor Category:	Technical Writer
Resource Name:	Eugene Chun
Education:	BS, Information and Decision Systems, Carnegie Mellon University
Certifications:	SCAAMPI CMMI Appraiser, 2009

### SUMMARY:

- Over 17 years of technical and proposal writing experience.
- Led the preparation and served a leadership appraisal role in an organization's CMMI Level 3 Process Maturity Rating.
- Coordinated teams to create a wide range of systems documentation from requirements and design documents to policy, procedures, and processes.
- Coordinated diverse technical, management, and executive staff to create and deliver winning business proposals.
- Effectively communicates with technical, management, and executive staff to provide technical, analytical, and business documents.

### **TECHNICAL SKILLS:**

MS Office, Adobe InDesign, Google Docs/Sheets

### **PROFESSIONAL EXPERIENCE:**

#### Skyline Technology Solutions, Technical Writer, from August 2014 to present

- Created and redesigned user manuals, feature matrices, and release notes for Skyline's Video Interoperability products including the Claris Web Portal, Vero Video Wall, Stream Manager, and the SFS1000 and TS1000 appliances.
- Created and updated management plans and technical documents for project deliverables.
- Assisted business development with creating content for marketing materials and proposal responses.

### Computech, Inc., Technical Writer, from November 2005 to August 2014

- Lead Technical Writer for Computech's Federal Communications Commission's (FCC) Programming Support Services contract. Primary point of contact for documentation tasks including standards, processes, and templates. Coordinated the organization's document repository.
- Served in a leadership role to prepare and appraise Computech's CMMI Level 3 rating. Closely worked with project teams to transform the processes, procedures, and artifacts into a cohesive presentation. Appraised that the program is fulfilling all the standards necessary to be ranked as a CMMI Level 3 mature organization.
- Provided documentation support for a wide range of projects across the FCC's IT portfolio. Assisted a wide number of system teams with documentation and requirements. Created and updated help screens for multiple projects using multiple technologies.
- Provided a wide range of outreach activities for the FCC including authoring and releasing Public Notices, presentation materials, and serving as the registrar for FCC public events. Traveled to the EWA Conference in Atlanta, Georgia and the CTIA Conference in Las Vegas, Nevada to assist with outreach activities.

### ISTC, Technical Writer, from July 1998 to July 2005

- Authored proposals for IT, Policy Analysis, Customer Service, and Research Contracts.
- Responsible for creating and maintaining briefings/reports from technical meetings.
- Interfaced with Technical Subject Matter Experts and Program Management staff and conducted briefings and presentations to technical and management/executive staff.
- Worked with various types of contracts IDIQ, Fixed Fee Plus Costs, Firm Fixed Price and different contract vehicles including GSA's Federal Supply Schedule.
- Provided oral presentations as needed during the proposal process to Government Agency staff.

### ISSI, Technical Writer, from June 1997 to June 1998

- Authored the Query Builder Software User Manual for the Department of Energy Superfund Information System; updated and maintained the User Manual through several software releases.
- Authored the ISSI's Functional Requirement Document and User Guidelines for Software Testing.
- Wrote the Functional Requirement Report for Software Upgrades and documented the software code changes.
- Edited proposals and assisted with the proposal process for Dept. of Energy proposals/contracts.

# VOIP Specialist – Functional Area 11

### **Terrence Battlehunt – UC Architect.**

Labor Category:	UC Architect
Resource Name:	Terrence Battlehunt
Education:	US Navy AECF (Tech Diploma)
	Cisco CCNA
Certifications:	Cisco CCNP Route/Switch
	Cisco CCNP Collaboration.

### SUMMARY:

- Strong hands on voice experience with the implementation of site integration to a Unified Communications solution
- Strong knowledge involving the configuration of Voice over IP systems, PBX's and Voice mail system and AD
- Expert customer service and vendor relations and experience
- Strong Knowledge of Project Management Theories and Practices
- Expert organizational, planning and communication skills.
- Strong analytical thinking and skill sets
- 10 years of Voice IT support
- Independent problem solver

**PROFESSIONAL EXPERIENCE:** 

Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions, UC Architect August 2018 – Present

### UC Architect – Client facing

- Design and implement Cisco VoIP PBX solutions
- Identify hardware requirements; dial plan strategies, and implementation / migration strategies in compliance with existing change control and security processes / requirements
- Maintain existing customer infrastructure
- Develop and document standard processes for implementation and design regarding typical VoIP systems and augmentations.
- Respond to emergency outage situations; participate in on-call rotation, work non-standard hours when necessary to support operational requirements
- Support hybrid Traditional PBX/ VoIP solutions
- Maintain industry awareness and vendor specialization compliance

- On Site training class room based training for site admin on the CUCM Platform and end user training for small (15 users) to large (1000+) deployments
- Act as PM on smaller projects

## UC Engineer – Internal

- Maintain, upgrade and improve Skyline Technology internal UC systems
- Team lead role and responsibilities to include resource allocation, Peer review, team quarterly reviews, team growth and training.

## Call Manager 7.X & 8.X, 9.X, 10.X, 11.5

- New Platform build out
- Installed phones (6921,79XX,88XX,89XX,99XX as well as Jabber and CIPC)
- Setup voice gateways for remote sites and connect to multi-cluster Call Managers
- Setup and configure EVM,VGXXX and ATPs for analog devices
- Setup SRST for each remote gateway in call manager
- Implement call routing by configuring Route Patterns, Route Lists, Route-Groups, Calling Search Spaces, and Partitions
- Create and test Translation Pattern for multiple needs
- Troubleshoot SIP issues using Debug commands
- BAT Utility for phones
- Trouble shoot end user and system issues and provided documented solutions
- Platform Version Upgrades

### **Cisco Unity Connection**

- New platform Build out
- Configure Unity Call Handlers for Auto Attendant
- Create/Modify/Delete Voicemails on Unity
- Batch upload for multiple voice mail accounts

### **Cisco Unified Contact Center Express**

- New platform build
- All Aspects of the IVR script build
- Agent new build, training and troubleshooting
- Call recording

### Zobo Solutions, UC Architect August 2012 – 2018

• Senior Voice engineering on Large IPT projects for AT&T, JLG, Forever 21, University of MD University College, US navy, and Westfield Malls.

- Creation of SOW, BOM, and change Orders for Cisco IPT.
- Automation of Cisco Voice deployments using Python, Node.JS.
- Troubleshooting and installation of IPT solutions

# Project Manager – Functional Area 15

#### Labor Category: **Project Manager** Karen Nwulia **Resource Name:** Bachelor of Business Administration (BBA) in Information Systems from Howard University **Education:** Master's in Business Administration (MBA) from University of Maryland Certified Project Management Professional (PMP) • **Certifications:** Certified Scrum Master (CSM) • ITILv3 Foundation Certified •

## Karen Nwulia – Project Manager (PMP, CSM)

### SUMMARY:

Ms. Nwulia has over 14 years of experience in IT Project Management, Software Development, Scrum Master and Business Analysis. She has significant experience delivering multi-million-dollar IT and ITS projects for government agencies and Fortune 500 companies. Ms. Nwulia's technical IT training allows her to intimately understand the implementation of the systems that she is managing. Her experience includes being responsible for managing multi-vendor, multi-discipline projects including project oversight, risk assessment, resource management, project change control and relationship building.

### **TECHNICAL SKILLS:**

- Certified Project Management Professional (PMP)
- Certified Scrum Master (CSM)
- ITILv3 Foundation Certified

### **PROFESSIONAL EXPERIENCE:**

# Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions, Project Manager (April 2014 to Present)

As a Project Manager, Ms. Nwulia's duties include gathering and documenting client requirements. She leads project kick-off meetings, develops work breakdown structures, schedules, charts, tables, graphs,

milestone calendars and diagrams to assist in analyzing problems and making recommendations for projects, she identifies critical paths, tasks, dates, testing and acceptance criteria.

Ms. Nwulia has been responsible for delivering video sharing systems for South Carolina Department of Transportation (330 cameras spread across four regions). This project is a hosted solution that includes a MPLS network that connects to each region and sends video back to a data center, where the streaming video is provided to the public, media, and partners 24/7. Ms. Nwulia coordinated the installation of equipment at the four centers and setup of network monitoring along with creating the SOP's. The project utilizes Skyline's Stream Manager and OneView Portal products.

The Tennessee Department of Transportation (550 cameras spread across four regions) included a much-expedited deployment 3 months for all four regions. Ms. Nwulia managed the project which was a hosted solution. This deployment was unique in that Skyline developed an Executive View Portal that is used by the Commissioner and Governor to view the video walls from each TMC in a portal that is accessible from anywhere. Ms. Nwulia also managed the integration of Skyline's mobile products, snap shots, and the time lapse video services.

Missouri Department of Transportation (439 cameras across three regions) is a combination of the Ozarks region, City of Springfield, and the Missouri DOT (except for Kansas City), Ms. Nwulia aided in the integration of three separate networks, client hosts and managed the equipment. This project utilized Skyline's Vero video wall, in which Ms. Nwulia managed the installation.

# Appendix D - Financials

# Appendix E - Certifications

# Appendix F – LOA's

## EXHIBIT CC

## **REQUIRED INSURANCE**

## 1. DESIGN-BUILD PERIOD INSURANCE

## 1.1 Builder's Risk Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, Builder's all-risk construction insurance policy, covering all Design-Build Work at the Sites, while in transit, and at any temporary off-site locations, including, but not limited to, Site preparation; demolition; removal; off-site disposal; all materials, supplies, machinery, fixtures, and equipment intended to become a pertinent part of the Project or for permanent use in the Project or incidental to the construction; all temporary structures at the Sites that are to be used in or incidental to the fabrication, erection, testing, or completion of the Project to the extent the cost thereof is included in the Design-Build Work while on or about a Site awaiting or during construction. Each builder's risk policy or policies:

(1) shall be maintained until the Project Readiness Date and, if separate builder's risk coverage is provided on a per School basis, such coverage shall be maintained until the relevant School Occupancy Readiness Date;

(2) shall be in an amount not less than the Full Insurable Value on a replacement cost basis (as defined in <u>Section 3.1</u> (Full Insurable Value Defined));

(3) shall be written on an all risk basis, including coverage for the perils of fire, extended coverage, theft, vandalism, malicious mischief, collapse, earth movement, equipment breakdown, flood, water damage, collapse and terrorism, and subject to agreement sublimits of not less than \$25,000,000 for flood and \$100,000,000 for earth movement coverages;

(4) shall specifically cover resulting damage arising from faulty workmanship or materials as long as damage caused by a covered peril;

(5) shall include LEG3 coverage;

(6) shall include coverage for delay costs, including the loss of revenue, loss of investment income, continued payment of debt service, and the costs of Project redesign if a covered loss ensues as a result of design error, subject to a \$30,000,000 sublimit;

(7) may include deductibles or self-insured retentions, but such deductible or self-insured retention shall not be a recoverable cost under the Agreement; and

(8) shall include a waiver of subrogation pursuant to which the Design-Builder, PGCPS, and Developer shall waive all rights against each other and any of their subcontractors of any tier, agents, employees, partners, or members and each of the other for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this <u>Exhibit</u> <u>CC</u> (Required Insurance) or other property insurance applicable to the Project, except such rights

as they have to proceeds of such insurance. The Design-Builder, PGCPS, and Developer, as appropriate, shall require of the architect, architect's consultants, separate contractors hired by Developer or PGCPS, if any, and the subcontractors, sub-subcontractors, agents, and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise within the policy. If, during the Design-Build Period, Developer or PGCPS insures properties, real or personal or both, at or adjacent to the Sites by property insurance under policies separate from those insuring the Design-Build Work prior to Substantial Completion, Developer or PGCPS shall waive all rights of action against the Design-Builder for damages caused by fire or other causes of loss covered by property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise within the policy.

(b) **Named Insureds.** The named insureds for the builder's risk policy shall be Developer and the Design-Builder.

(c) Additional Named Insured. The additional named insured for the builder's risk policy shall be PGCPS.

(d) **Additional Insureds.** The additional insureds for the builder's risk policy shall be the Subcontractors of all tiers and the Collateral Agent.

(e) **First Loss Payee.** The first loss payee shall be the Collateral Agent, as their interests may appear.

## **1.2** Professional Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a project specific professional liability errors and omissions insurance policy, which policy shall:

(1) be in an amount not less than \$10,000,000 per claim and in the aggregate;

(2) be on a "claims-made" basis;

(3) have an extended reporting or discovery "tail" period, or be renewed for a period, of not less than ten (10) years after the Effective Date; and

(4) shall have a retroactive date effective before the commencement of any design.

The practice professional liability policy of the primary design professional shall be specifically in excess of the project-specific professional liability errors and omissions policy. The primary design professional shall maintain its practice policy until the statute of repose expires in an amount not less than \$10,000,000. Such practice policy shall not include any exclusionary language relating to design-build joint ventures or partnerships or both.

(b) **Named Insureds.** All entities providing professional design services shall be named insureds.

(c) **Indemnified Party.** Developer shall be an indemnified party.

# **1.3** Commercial General Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a project specific commercial general liability insurance policy, written on an occurrence basis and covering liabilities arising out of the construction of the Project, including by independent contractors, products, and completed operations, personal and advertising liability, and liability assumed under an insured contract to be identified to the insurer and endorsed on the policy, and (unless covered under separate professional liability insurance) professional services provided in connection with the construction of the Project. The policy shall not contain exclusions for property damage from explosion, collapse, or underground hazard, or inadvertent construction defects. The products and completed operations liability coverage shall be maintained for a period of not less than ten (10) years following the Project Readiness Date or the Termination Date, whichever occurs first. The insurance shall apply separately for each insured against whom a claim is made or a lawsuit is brought, subject only to the insurance policy limits. The insurance policy shall:

(1) have minimum limits of \$2,000,000 combined single limit each occurrence, \$2,000,000 combined single limit aggregate for products/completed operations, and \$4,000,000 combined single limit aggregate for other than products/completed operations, and property damage coverage with minimum limits of \$2,000,000 per occurrence; if work involves excavation or blasting, coverage for explosion, collapse, and underground hazards ("XCU") shall also be included; and

(2) be maintained from the Actual Site Availability Date until the date that is thirty (30) days after the Project Readiness Date.

(b) **Named Insured.** The named insured shall be the Design-Builder.

(c) Additional Insureds. The additional insureds shall be the Collateral Agent, Developer and PGCPS. Additional insured status will be provided via endorsements CG 20 10 07 04 and CG 20 37 04 or their equivalent.

(d) **CCIP.** Developer or the Design-Builder may elect to provide a Contractor Controlled Insurance Program ("**CCIP**") to provide General Liability, Excess Liability and Workers Compensation for itself and eligible Subcontractors of all tiers.

# 1.4 Business Auto Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a business auto liability insurance policy with limits of liability of not less than \$1,000,000 combined single limit per accident, which requirement may be met by any

combination of primary and excess coverage so long as the excess is written on a "follow form" basis. The insurance must cover liability arising from the ownership, maintenance, or use of any auto, including owned, leased, rented, hired, or non-owned autos, assigned to or used in connection with the construction of the Project. Developer must adhere to Sections 29 and 30 of the Motor Carrier Act of 1980, which shall include coverage Form MCS-90 endorsement.

(b) **Named Insureds.** The named insureds shall be Developer and the Design-Builder.

(c) Additional Insureds. Except to the extent they are named insureds on a Required Insurance policy, Developer, PGCPS, and the Collateral Agent shall be additional insureds.

(d) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Design-Builder may purchase and maintain their own separate policies of insurance, to the extent an exposure exists, and provided each policy otherwise meets the requirements hereunder.

# **1.5** Workers' Compensation and Employers' Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, workers' compensation as required by Applicable Law, and employers' liability insurance having coverage limits of \$1,000,000 for each accident, \$1,000,000 for disease (each employee), and \$1,000,000 for disease (policy limit), and shall include appropriate coverage under the Unites States Longshore and Harbor Workers Compensation Act, if applicable. The minimum limits may be satisfied with a combination of primary employers' liability and excess liability insurance.

(b) **Named Insureds.** The named insureds shall be Developer, the Design-Builder, and eligible Subcontractors of all tiers.

(c) **Waiver of Right of Recovery.** The waiver of right of recovery (subrogation) shall be to the benefit of PGCPS and Developer.

(d) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Design-Builder may purchase and maintain their own separate policies of insurance, to the extent an exposure exists, and provided each policy otherwise meets the requirements hereunder. Developer or the Design-Builder may elect to provide a Contractor Controlled Insurance Program ("**CCIP**") to provide General Liability, Excess Liability and Workers Compensation for itself and eligible Subcontractors of all tiers.

# 1.6 Umbrella Excess Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a project specific umbrella excess liability or excess liability insurance policy with minimum limits of \$28,000,000 each occurrence, \$28,000,000 aggregate for products/completed operations, and \$28,000,000 aggregate for other than products/completed operations. This insurance shall include commercial general liability and employers' liability

coverages as required above on the applicable schedule of underlying insurance. The insurance shall afford insured status to all individuals and entities required to be insureds on underlying insurance, to the same extent, as the underlying insurance. The Design-Builder shall provide excess liability on a non-project specific basis, with limits of \$10,000,000 per occurrence and \$10,000,000 in the aggregate to sit excess of auto liability coverage.

(b) **Named Insureds.** The named insureds shall be the Design-Builder and eligible Subcontractors of all tiers.

(c) Additional Insureds. The additional insureds shall be Developer, PGCPS, and the Collateral Agent.

(d) **CCIP.** Developer or the Design-Builder may elect to provide a Contractor Controlled Insurance Program ("**CCIP**") to provide General Liability, Excess Liability and Workers Compensation for itself and eligible Subcontractors of all tiers.

# **1.7** Contractor Pollution Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a project specific contractor pollution liability insurance policy written on an occurrence form with limits of not less than \$10,000,000 and a \$10,000,000 project aggregate limit, covering liability due to pollution conditions caused by or exacerbated by construction activities, including (i) removal, storage, transport, and disposal of hazardous waste and contaminated soil, and (ii) asbestos abatement. The policy should also include coverage for bodily injury, and loss of, damage to, or loss of use of property, directly or indirectly arising out of the discharge, dispersal release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, or gas, waste materials or other irritants, contaminants or pollutants into or upon the land, the atmosphere or any water course or body of water, whether it be gradual or sudden and accidental. If the policy is provided on a "claims made" form, Developer shall cause the Design-Builder to continue such coverage, either through policy renewals or purchase of an extended reporting or discovery period, if such coverage is achievable, for not less than three (3) years following the Project Readiness Date.

(b) **Named Insureds.** The named insureds shall be the Design-Builder and eligible Subcontractors of all tiers.

(c) Additional Insureds. The additional insureds shall be Developer, PGCPS, and the Collateral Agent.

# **1.8** Pollution Legal Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, pollution legal liability provided on a "claims made" form with limits of not less than \$10,000,000 and a \$10,000,000 project aggregate limit, covering third-party bodily injury and property damage, remediation costs for pollution conditions, and first party property damage. Developer shall continue such coverage, either through policy renewals or purchase of

an extended discovery period, or assignment of policy to PGCPS, if such coverage is available, for not less than three (3) years following the Project Readiness Date.

(b) **Named Insured.** The named insured shall be Developer.

(c) Additional Named Insured. The additional named insured shall be PGCPS Persons.

(d) Additional Insureds. The additional insureds shall be the Design-Builder, the Subcontractors, and the Collateral Agent.

## **1.9** Crime Coverage Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a crime coverage insurance policy with limits of not less than \$500,000 per occurrence, including coverage for all Developer Persons. Employee definition should include any former or retired natural person employee of any Developer Person retained.

(b) **Named Insureds.** The named insureds shall be Developer and the Design-Builder.

(c) **Loss Payees.** PGCPS and the Collateral Agent shall be Loss Payees.

(d) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Design-Builder may purchase and maintain their own separate policies of insurance, to the extent an exposure exists, and provided each policy otherwise meets the requirements hereunder.

## 2. SERVICES PERIOD INSURANCE

## 2.1 **Property Insurance.**

(a) **Policy Requirements.** PGCPS shall obtain and maintain all risk property insurance on an agreed amount basis (not subject to coinsurance) for the Full Insurable Value insuring all buildings, improvements, and equipment that are built or placed on a Site, and including:

(1) coverage for extra and expediting expenses with a sublimit not less than \$2,500,000;

(2) coverage for the perils of theft, vandalism, and terrorism;

(3) coverage for the perils of flood, water damage, and earth movement, with each occurrence sublimits of not less than \$25,000,000 for flood and \$100,000,000 for earth movement;

(4) ordinance or law coverage with no sublimit for the undamaged portion of the building and not less than \$10,000,000 for demolition and increased cost to repair or replacement; and

(5) coverage for professional fees with a limit not less than \$1,000,000.

(b) **Named Insured.** The named insured shall be PGCPS.

(c) Additional Named Insured. The additional named insured shall be Developer and the Services Provider.

(d) **First Loss Payee.** The first loss payee shall be the Collateral Agent, as their interests may appear.

## 2.2 Equipment Breakdown.

(a) **Policy Requirements.** PGCPS shall obtain and maintain equipment breakdown insurance with limits of liability of not less than \$10,000,000 per loss or such higher limit as may be required to replace all covered equipment, including covered equipment that are in use or connected and ready for use and are located on a Site, and including coverage for business income including rental value, extra expense, and expediting expense on the same terms set forth in Section 2.1 of this <u>Exhibit CC</u> (Required Insurance).

(b) **Named Insured.** The named insured shall be PGCPS.

(c) Additional Named Insured. The additional named insured shall be Developer and the Services Provider.

(d) **First Loss Payee.** The first loss payee shall be the Collateral Agent, as their interests may appear.

# 2.3 Business Income, Extra Expense, and Losses from Prevention of Access.

(a) **Policy Requirements.** The business income including rental value insurance required by <u>Section 2.1</u> (Property Insurance) and <u>Section 2.2</u> (Equipment Breakdown) shall be provided with limits of liability in such amounts as are necessary to fully compensate the Named Insureds, including the Additional Named Insureds, for direct loss of income and earnings, including loss of Availability Payments, resulting from or attributable to any of the perils required to be insured against under the policies referred to in <u>Section 2.1</u> (Property Insurance) and <u>Section 2.2</u> (Equipment Breakdown), including losses resulting from interference with or prevention of access to a Site or the Project, in each case in whole or in part, as a result of such perils. Coverage shall include:

(1) a period of indemnity sufficient to cover the period of restoration plus an extended period of indemnity not less than three hundred and sixty-five (365) days;

- (2) interruption by civil or military authority for not less than thirty (30) days;
- (3) ingress and egress coverage for not less than thirty (30) days;
- (4) ordinance or law increased period of indemnity; and
- (5) utility service interruption with a sublimit of not less than \$5,000,000.
- (b) **Named Insured.** The named insured shall be PGCPS.

(c) Additional Named Insured. The additional named insureds shall be Developer and the Services Provider.

(d) **First Loss Payee.** The first loss payee shall be the Collateral Agent, as their interests may appear.

## 2.4 Commercial General Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, commercial general liability insuring against liability of Developer and the Services Provider with respect to the Project or arising out of the Services, written on an occurrence basis and covering liabilities arising out of premises, operation, independent contractors, products, and completed operations, personal and advertising liability, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). The insurance shall apply separately for each insured against whom a claim is made or a lawsuit is brought, subject only to the insurance policy limits of liability. The insurance shall have minimum limits of \$5,000,000 combined single limit each occurrence, \$5,000,000 combined single limit aggregate for products/completed operations, and \$10,000,000 combined single limit per location aggregate for other than products/completed operations.

(b) **Named Insureds.** The named insureds shall be Developer and the Services Provider.

(c) **Additional Insureds.** The additional insureds shall be PGCPS and the Collateral Agent. The additional insured status afforded to PGCPS shall apply both ongoing operations and completed operations on a primary basis.

## 2.5 Business Auto Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, a business auto liability insurance policy with limits of liability of not less than \$1,000,000 per accident, which requirement may be met by any combination of primary and excess coverage so long as the excess is written on a "follow form" basis. The insurance must cover liability arising from the ownership, maintenance, or use of any auto, including owned, leased, rented, hired, or non-owned autos, assigned to or used in connection with the construction

of the Project. Developer must adhere to Sections 29 and 30 of the Motor Carrier Act of 1980, which shall include coverage Form MCS-90 endorsement.

(b) **Named Insureds.** The named insureds shall be Developer and the Services Provider.

(c) Additional Insureds. The additional insureds shall be PGCPS and the Collateral Agent.

(d) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Services Provider may purchase and maintain their own separate policies of insurance, to the extent an exposure exists, and provided each policy otherwise meets the requirements hereunder.

## 2.6 Workers' Compensation and Employers' Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, workers' compensation with statutory benefits as required under State law, and employers' liability insurance having coverage limits of \$1,000,000 for each accident, \$1,000,000 for disease (each employee), and \$1,000,000 for disease (policy limit), and shall include appropriate coverage under the Unites States Longshore and Harbor Workers Compensation Act. The minimum limits may be satisfied with a combination of primary employers' liability and excess liability insurance.

(b) **Named Insureds.** The named insureds shall be Developer and the Services Provider, separately if not combinable.

(c) **Waiver of Right of Recovery.** The waiver of right of recovery (subrogation) shall be to the benefit of PGCPS.

(d) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Services Provider may purchase and maintain their own separate policies of insurance, to the extent an exposure exists, and provided each policy otherwise meets the requirements hereunder.

## 2.7 Umbrella Excess Liability Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, umbrella excess liability or excess liability insurance with minimum limits of \$25,000,000 combined single limit each occurrence, \$25,000,000 combined single limit aggregate for products/completed operations, and \$25,000,000 combined single limit aggregate for other than products/completed operations and auto liability. This insurance shall include commercial general liability, business auto liability, and employers' liability coverages as required above on the applicable schedule of underlying insurance. The insurance shall afford insured status to all individuals and entities required to be insureds on underlying insurance, to the same extent, as the underlying insurance. Excess liability insurance coverage for employer's liability

shall be provided with minimum limits of \$9,000,000 per occurrence and \$9,000,000 in the aggregate.

(b) **Named Insureds.** The named insureds shall be Developer and the Services Provider.

(c) Additional Insureds. The additional insureds shall be PGCPS and the Collateral Agent.

(d) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Services Provider may purchase and maintain their own separate policies of insurance, provided each policy otherwise meets the requirements hereunder.

# 2.8 Pollution Legal Liability Insurance.

(a) **Policy Requirements.** PGCPS shall obtain and maintain pollution legal liability for a building owner having coverage for any one occurrence or claim of not less than \$10,000,000 and a \$10,000,000 project aggregate limit, covering third-party bodily injury and property damage, remediation costs for pollution conditions, first party property damage, and defense costs.

(b) **Named Insured.** The named insured shall be PGCPS.

(c) Additional Named Insureds. The additional named insureds shall be Developer and the Services Provider.

## 2.9 Directors and Officers Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, directors and officers legal liability and corporate indemnification insurance having coverage for any one occurrence or claim of not less than \$10,000,000.

(b) **Named Insured.** The named insured shall be Developer.

# 2.10 Employee Dishonesty (Crime) Insurance.

(a) **Policy Requirements.** Developer shall obtain and maintain, or cause to be obtained and maintained, employee theft (crime) insurance against the fraudulent/dishonest acts of employees of Developer and Services Provider, including additional coverage for inside the premises – theft of money and securities and outside the premises, money orders, and counterfeit paper currency, forgery, or alteration, computer fraud and funds transfer fraud, expenses incurred to establish amount of covered loss, and credit, debit, or charge card forgery with coverage for any one occurrence or claim of not less than \$10,000,000. The coverage shall include clients coverage, loss resulting from impersonation fraud (social engineering), and the definition of employee shall include any former or retired natural person.

(b) **Loss Payees.** PGCPS and the Collateral Agent shall be Loss Payees.

(c) **Not Project Specific.** For clarity, coverage is not required on a project specific basis such that Developer and the Services Provider may purchase and maintain their own separate policies of insurance, to the extent an exposure exists, and provided each policy otherwise meets the requirements hereunder.

# **3. FULL INSURABLE VALUE**

**3.1** Full Insurable Value Defined. For the purposes of this Exhibit CC (Required Insurance), "Full Insurable Value" of any building, improvement, equipment, or other property shall be determined on a replacement cost valuation by Developer, acting reasonably, at the time the insurance is initially taken out and recalculated thereafter at least once every twelve (12) months, and the Party responsible for placement of the insurance policy shall promptly notify the other Party in writing of each such determination, provided that PGCPS may at any time (but not more frequently than once in any twelve (12) month period), by written notice to Developer, require the Full Insurable Value of any building, improvement, equipment, or other property to be redetermined on a replacement cost basis by an independent qualified appraiser designated by Developer's insurance agent/broker and approved by PGCPS and the property insurance company. Developer shall cause such redetermination to be made promptly and the results of such redetermination communicated in writing to Developer and PGCPS. For the purposes of the builder's risk coverage specified in Section 1.1 of this Exhibit CC, the Full Insurance Value shall be the amount of the Design-Build Agreement Price.

**3.2** Adequacy of Contemplated Insurance. In addition to the determination of "Full Insurable Value", as part of the periodic review contemplated in the preceding paragraph of this <u>Section 3</u> (Full Insurable Value), Developer shall determine whether the policies set out in <u>Section 2</u> (Services Period Insurance) and the limits of such policies are adequate for the Project, and Developer shall promptly notify PGCPS in writing of each such determination, provided that PGCPS and Developer may at any time (but not more frequently than once in any twelve (12) month period), by written notice to the other Party, require the policies or the limits of such policies be redetermined, in the manner described in the preceding paragraph. Developer shall cause such redetermination to be made promptly and the results of such redetermination communicated in writing to Developer and to PGCPS. The Services Charge shall be adjusted to reflect the reduced or increased cost of any insurance redetermination. By requiring the insurance and insurance limits herein, PGCPS does not represent that coverage and limits will necessarily be adequate to protect Developer, the Design-Builder, the Services Provider, or any Subcontractor.

## 4. GENERAL POLICY REQUIREMENTS

**4.1 Policy Requirements.** Each policy of insurance required under this <u>Exhibit CC</u> (Required Insurance) shall:

(a) be written on a project or location specific basis (other than those policies referenced in <u>Section 1.4</u> (Business Auto Liability Insurance), <u>Section 1.5</u> (Workers Compensation and Employers Liability Insurance) if not covered under the Contractor Controlled Insurance Program, <u>Section 1.9</u> (Crime Coverage Insurance), <u>Section 2.1</u> (Property Insurance), <u>Section 2.5</u>

(Business Auto Liability Insurance), <u>Section 2.6</u> (Workers' Compensation and Employers' Liability Insurance), <u>Section 2.9</u> (Directors and Officers Insurance), and <u>Section 2.10</u> (Employee Dishonesty (Crime) Insurance));

(b) be issued by a by Qualified Insurer;

(c) be in a form approved by PGCPS, such approval not to be unreasonably withheld;

(d) be non-contributing with and shall apply only as primary and not excess to any other insurance, self-insurance, or other risk financing program available to PGCPS;

(e) contain an undertaking by the insurers to notify PGCPS and the Collateral Agent in writing not less than thirty (30) days before any material change, cancellation, or termination; provided, if such material change, cancellation, or termination is due to non-payment, not less than ten (10) days' notice shall be provided; and

(f) where PGCPS is an additional named or additional insured, (i) during the Design-Build Period, insure the Board and any director, officer, employee, or agent of the Board, and (ii) during the Services Period, insure all PGCPS Persons.

**4.2 Waiver of Insurance Requirements.** If Developer, the Design-Builder, the Services Provider, or any Subcontractor does not fulfill all requirements of Required Insurance, they shall forward a written request to PGCPS for a waiver of the requirement(s) not met or request PGCPS' consideration of alternate insurance coverage or self-insurance arrangements. Failure to seek or obtain PGCPS' waiver shall constitute a material breach of this Agreement. If PGCPS denies the request, Developer, the Design-Builder, the Services Provider, or any Subcontractor must comply with the requirements as specified in the Agreement and this <u>Exhibit CC</u> (Required Insurance). Failure of PGCPS to obtain copies of the policies or other evidence of full compliance with the Insurance Requirements or failure of PGCPS to identify a deficiency in the policies or evidence provided shall not be construed as a waiver of any obligation to maintain the Required Insurance.

**4.3 PGCPS Acceptance of Insurance.** No acceptance or approval of any insurance by PGCPS shall be construed as relieving or excusing any other party, or their surety, or its bonds, from any liability or obligation imposed upon any of them by the provisions of the Agreement. Nothing herein shall be construed as permitted Developer, the Design-Builder, the Services Provider, or any Subcontractor to allow the insurance coverage required by the Agreement to lapse.

**4.4 PGCPS Placed Insurance.** All policies of insurance required to be obtained and maintained by PGCPS ("**PGCPS Placed Insurance**") under this Agreement shall:

(a) satisfy all requirements in this <u>Section 4</u> (General Policy Requirements) of <u>Exhibit</u> <u>CC</u> (Required Insurance), where applicable;

(b) provide a waiver of subrogation in favor of Developer, the Services Provider, and the Collateral Agent;

(c) be primary and non-contributory with respect to any similar coverage provided by any insurance obtained by PGCPS, Developer, the Services Provider, or the Collateral Agent and shall contain a breach of warranty provision whereby a breach of a condition by any insured under the policy will not eliminate or reduce coverage for any other insured;

(d) contain an undertaking by the insurers to notify Developer and the Collateral Agent in writing not less than thirty (30) days before any material change, cancellation, or termination;

(e) name the Collateral Agent as Additional Insureds; and

(f) be in a form approved by the Collateral Agent, such approval not to be unreasonably withheld.

Upon the issuance of a policy of insurance, PGCPS shall deliver to Developer, the Collateral Agent and the Services Provider (to the extent of coverage under which it is an additional named insured or additional insured), a copy of the policy of insurance. Not less than five (5) days prior to the expiry of a policy of insurance, PGCPS shall deliver to Developer, the Collateral Agent and the Services Provider proof of the replacement or renewal coverage in the form of a certificate of insurance in a form approved by Developer and the Collateral Agent, such approval not to be unreasonably withheld.

**4.5 Subcontractors.** Developer shall require all Subcontractors to maintain during the Term commercial general liability insurance, business auto liability insurance, and workers' compensation and employers' liability insurance. Subcontractors' certificates of insurance shall be provided to PGCPS immediately upon request.

**4.6 Deductibles.** Any policy deductibles or retentions of \$1,000,000 or greater shall be disclosed to PGCPS by Developer, the Design-Builder, and the Services Provider. Any deductible or retention amounts elected by Developer, the Design-Builder, the Services Provider, or any Subcontractors or imposed by Developer's, the Design-Builder's, the Services Provider's, or any Subcontractor's insurers shall be the sole responsibility of the party with the deductible or retention and are not chargeable as expenses. With respect to PGCPS Placed Insurance, any deductible or retention amount payable shall be the sole responsibility of PGCPS; provided, however, to the extent such deductible or retention results from a Developer Fault, Developer shall pay to PGCPS as an Extraordinary Item the amount of any deductible or retention amount up to Two Hundred and Fifty Thousand Dollars (\$250,000.00) per loss.

**4.7 Design-Build Period Insurance.** Between the Effective Date and the later of (i) thirty (30) days following the Effective Date, or (ii) an Actual Site Availability Date, the Design-Builder shall provide liability insurance coverage in accordance with <u>Section 1</u> of this <u>Exhibit CC</u> (Required Insurance) through non-project specific insurance coverages. Project specific coverages (including the builder's risk policy) shall be put in place by the later of (i) thirty (30) days following the Effective Date, or (ii) an Actual Site Availability Date.

**4.8 Required Insurance Issued on a "Claims Made" Basis.** If any Required Insurance purchased by Developer, the Design-Builder or the Services Provider has been issued

on a "claims made" basis, the purchaser of such claims made coverage must comply with the following additional conditions. The limits of liability and the extensions to be included remain the same. Developer, the Design-Builder or the Services Provider must either:

(a) agree to provide binders to PGCPS evidencing the above coverages for a minimum period of three (3) years after termination, unless a longer period is specified above. Such binders shall evidence a retroactive date no later than the beginning of work or services under the Agreement; or

(b) purchase an extended (minimum three (3) years) reporting period endorsement (unless a longer period is specified above) for each such "claims made" policy in force as of the date of termination and evidence the purchase of this extended reporting period endorsement by means of a certificate of insurance and a copy of the endorsement itself. Such certificates and copy of the endorsement shall evidence a retroactive date no later than the beginning of work or services under this Agreement.

## 5. EVIDENCE OF INSURANCE

Upon the issue of a policy of insurance, and otherwise upon request of PGCPS, Developer shall deliver to PGCPS and to the Services Provider (to the extent of coverage under which it is an additional named insured or additional insured) a copy of the policy of insurance. Developer, acting reasonably, may redact proprietary information from the copy of the policies delivered to PGCPS. Upon request by PGCPS, Developer shall deliver a binder for insurance required to be effected pursuant to this <u>Exhibit CC</u> (Required Insurance). No review or approval of any insurance certificate or insurance policy by PGCPS shall derogate from or diminish PGCPS' rights under the Agreement.

### EXHIBIT DD

### FORM OF CONSENT AND ESTOPPEL

This CONSENT AND ESTOPPEL (this "**Consent**"), dated as of December 15, 2020, is made by and among the Board of Education of Prince George's County ("**PGCPS**"), Prince George's County Education & Community Partners, LLC, a limited liability company organized under the laws of the State of Delaware (the "**Company**"), Deutsche Bank Trust Company Americas, as Collateral Agent (together with its successors and assigns in such capacity, the "**Collateral Agent**"), and each other Financing Party hereto.

### RECITALS

WHEREAS, PGCPS and the Company have entered into the Project Agreement for the Design, Build, Finance, and Maintenance of Prince George's County Public Schools Alternative Construction Financing Package 1, dated December 15, 2020 (the "**Project Agreement**"), pursuant to which PGCPS granted to the Company the right to design, build, finance, and maintain six Schools (as defined in the Project Agreement), all on the terms and subject to the conditions set forth in the Project Agreement;

WHEREAS, the Company has entered into (i) that certain Note Purchase Agreement, dated as of December 15, 2020 (as amended, restated, supplemented or otherwise modified from time to time, the "Note Purchase Agreement") among the Company and the purchasers named therein (the "Purchasers"), pursuant to which the Company will offer for purchase, and the Purchasers will purchase, the senior secured notes of the Company, (ii) that certain Collateral Agency, Intercreditor, and Accounts Agreement, dated as of December 15, 2020 (as amended, restated, supplemented or otherwise modified from time to time, the "Collateral Agency Agreement"), by and among the Company, Deutsche Bank Trust Company Americas, as collateral agent on behalf of the Senior Secured Parties (as defined in the Collateral Agency Agreement) (in such capacity, the "Collateral Agent"), National Bank of Canada, New York Branch, as account bank (in such capacity, the "Account Bank"), the Purchasers, and each other Senior Secured Party from time to time party thereto, pursuant to which the Collateral Agent was appointed as the collateral agent on behalf of the Senior Secured Parties, and (iii) that certain Security Agreement, dated as of December 15, 2020 (as amended, restated, supplemented or otherwise modified from time to time, the "Security Agreement") between the Company, as grantor, and the Collateral Agent, as secured party, pursuant to which the Company granted the Collateral Agent a security interest in all assets of the Company (other than the Excluded Assets (as defined in the Security Agreement)) for the benefit of the Senior Secured Parties, including, without limitation, the Developer Interest;

WHEREEAS, Fengate Gilbane PGCPS Holdco I, LLC ("HoldCo") has entered into that certain Pledge Agreement, dated as of December 15, 2020 (as amended, restated, supplemented or otherwise modified from time to time, the "Pledge Agreement"), between HoldCo, as pledgor, and the Collateral Agent, as secured party, pursuant to which HoldCo has granted the Collateral Agent a security interest in all of the equity interests in the Company for the benefit of the Senior Secured Parties; and

WHEREAS, it is a condition precedent to the obligations of the Purchasers to purchase the senior secured notes of the Company pursuant to the Note Purchase Agreement that the Collateral

Agent, PGCPS and the Company shall have executed and delivered this Consent and Estoppel, and PGCPS is willing to execute and deliver this Consent and Estoppel in reliance upon the representations of the Company and of the Collateral Agent, respectively, contained herein.

NOW, THEREFORE, in consideration of good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, and intending to be legally bound, the parties hereby agree as follows:

## Section 1. <u>Definitions</u>.

All capitalized terms used but not otherwise defined herein shall have the meanings ascribed to such terms in the Project Agreement.

## Section 2. <u>Consent to Financing</u>.

PGCPS hereby consents to the financing pursuant to the Note Purchase Agreement and the other Financing Documents (as defined in the Note Purchase Agreement). PGCPS hereby acknowledges and agrees that the Note Purchase Agreement and the other Financing Documents listed in <u>Exhibit A</u> hereto constitute Financing Documents under and within the meaning of the Project Agreement, and that such Financing Documents are in form and substance reasonably satisfactory to PGCPS. PGCPS further acknowledges and agrees that (i) the Collateral Agent and each other Senior Secured Party under the Financing Documents is a "Financing Party" as such term is defined under the Project Agreement, (ii) the indebtedness incurred by the Company pursuant to, and evidenced by, the Financing Documents constitutes "Senior Debt" under the Project Agreement, and (iii) such Senior Debt constitutes "Permitted Debt" under the Project Agreement.

## Section 3. <u>Consent to Collateral Assignment</u>.

(a) PGCPS hereby acknowledges receipt of, notice of, and consents to, (i) the pledge and assignment of, and the granting of the lien and security interest in, the Developer Interest by the Company to the Collateral Agent, for the benefit of the Senior Secured Parties, pursuant to the Security Agreement, subject to the terms and conditions of the Project Agreement, and (ii) the granting of the lien and security in the equity interests in the Company by HoldCo to the Collateral Agent, for the benefit of the Senior Secured Parties, in each case, pursuant to the Financing Documents.

(b) PGCPS acknowledges and agrees that none of the security interests referred to in Section 3(a) nor the foreclosure or enforcement of any thereof (i) constitutes (or with the giving of notice or lapse of time, or both, could constitute) a breach of the Project Agreement, or (ii) requires the consent of PGCPS that is either additional or supplemental to that granted herein.

## Section 4. <u>Additional Consents and Agreements</u>.

4.1 <u>Notice Requirement</u>. Pursuant to Section 12.5 of the Project Agreement, the Company hereby gives notice to PGCPS that the Company has granted a security interest in the Developer Interest to the Collateral Agent, all as further described herein. The name of the Collateral Agent is Deutsche Bank Trust Company Americas and its address is set forth in Section

7.1(b). The name and address of each Financing Party other than the Collateral Agent is set forth on Exhibit B hereto. Each Financing Party hereby certifies that it is not a Prohibited Person.

4.2 <u>PGCPS Lender Notice</u>. In accordance with Section 12.7.2 of the Project Agreement, PGCPS shall provide written notice with respect to any Developer Default to the Collateral Agent simultaneously with providing Developer such notice at the notice address specified in Section 7.1(b) below (or any subsequent change of address given to PGCPS by the Collateral Agent pursuant to Section 7.1 below).

4.3 <u>Rights of Collateral Agent</u>. PGCPS hereby acknowledges and agrees that the Collateral Agent shall have all the rights, privileges, benefits and protections expressly granted to a Financing Party pursuant to the Project Agreement until such time as the Collateral Agent gives written notice to PGCPS that all Senior Debt of the Company under the Financing Documents and any document related thereto have been paid in full and the Company and the Security Agreement have been discharged or otherwise released in full. Additionally, Developer shall provide written notice of any amendment modifying or affecting the definitions in Article 1 of the Project Agreement to the Collateral Agent promptly after such amendment becomes effective.

4.4 <u>Payments</u>.

(a) Unless otherwise directed by the Collateral Agent in writing, PGCPS and the Company agree to direct the Escrow Agent to pay all amounts payable by PGCPS to the Company under the Project Agreement, including (as applicable), but not limited to, the Progress Payment, Milestone Payments, Availability Payments, Relief Payments, Delay Payments, payments in respect of Compensation Events and other additional costs payable pursuant to Section 14.14 of the Project Agreement, and Termination Compensation, on the date when due directly to:

(i) if such amounts are paid prior to the last day of the month during which Project Readiness (as defined in the Project Agreement) occurs, to the Construction Account (Account #810260001 established with the Account Bank in the name of the Company); and

(ii) if such amounts are paid on or after the last day of the month during which Project Readiness (as defined in the Project Agreement) occurs, to the Revenue Account (Account #810276001 established with the Account Bank in the name of the Company).

PGCPS will direct the Escrow Agent to make all such payments without deduction for any counterclaim, defense, or setoff except as expressly permitted by the Project Agreement.

(b) Without limiting Section 4.4(a), the Company, for itself and its successors and permitted assigns, hereby irrevocably directs PGCPS to direct the Escrow Agent to make payments owed by PGCPS to the Company as provided in this Section 4.4.

Section 5. <u>Representations and Warranties of PGCPS</u>.

PGCPS hereby represents and warrants to the Collateral Agent as of the date of Financial Close that:

(a) PGCPS has not received notice of any previous assignment by the Company of all or any part of the Developer Interest.

(b) PGCPS has no knowledge of any facts entitling PGCPS to any claim, counterclaim, offset or defense against the Company in respect of the Project Agreement, and there exists no dispute between the Company and PGCPS in respect of the Project Agreement.

(c) No PGCPS Default under the Project Agreement has occurred and is continuing.

(d) To the knowledge of PGCPS, no Developer Default under the Project Agreement has occurred and is continuing.

Section 6. <u>Representations and Warranties of the Company</u>.

The Company hereby represents and warrants to PGCPS and the Collateral Agent that the Company has provided true and complete copies of each of the Financing Documents listed in <u>Exhibit A</u> to PGCPS.

Section 7. <u>Miscellaneous</u>.

7.1 <u>Notices</u>. All notices, other communications and approvals required or permitted by this Consent Agreement shall be in writing and shall be delivered, electronically in .pdf format, sent by certified or registered mail (return receipt requested and postage prepaid), addressed as follows:

(a) in the case of PGCPS:

Chief Executive Officer Prince George's County Public Schools 14201 School Lane Upper Marlboro, MD 20772

with copies to:

Public-Private Partnership (P3) Program Office Prince George's County Public Schools Louis Wilson Sr. Facilities Administration Building 13300 Old Marlboro Pike Upper Marlboro, MD 20772

and:

Office of General Counsel Prince George's County Public Schools 14201 School Lane Upper Marlboro, MD 20772 (b) in the case of the Collateral Agent:

Deutsche Bank Trust Company Americas Trust and Agency Services 60 Wall Street, 24th Floor Mail Stop: NYC60 - 2410 New York, NY 10005 USA Attention: Project Finance Agency Services, PRINCE GEORGE'S COUNTY EDUCATION & COMMUNITY PARTNERS, LLC Fax: (646) 961-3317

(c) in the case of the Company:

Prince George's County Education & Community Partners, LLC c/o Fengate Capital Management Ltd. 2275 Upper Middle Road East #700 Oakville, Ontario, Canada, L6H 0C3

Attention:	Andrea McLean
E-mail:	andrea.mclean@fengate.com; with a copy to
	fengatenotice@fengate.com

With a copy to:

Prince George's County Education & Community Partners, LLC c/o Gilbane Development Company 7 Jackson Walkway Providence, Rhode Island, 02903

Attention:Darin EarlyEmail:dearly@gilbaneco.com

or such other persons or addresses as any party hereto may from time to time designate by notice to the other parties. A notice, other communication or approval shall be deemed to have been sent and received (i) on the day it is delivered, or if such day is not a Business Day or if the notice is received after ordinary office hours (time of place of receipt), the notice, other communication or approval shall be deemed to have been sent and received on the next Business Day, or (ii) on the fourth Business Day after mailing if sent by U.S. registered mail.

7.2 <u>Governing Law</u>. This Consent shall be governed by, and interpreted and enforced in accordance with, the laws in force in the State of Maryland (excluding any conflict of law rule or principle which might refer such interpretation to the laws of another jurisdiction).

7.3 <u>Headings</u>. The headings of the several sections and subsections of this Consent are inserted for convenience only and shall not in any way affect the meaning or construction of any provision of this Consent.

7.4 <u>Severability</u>. In case any provision in or obligation under this Consent shall be invalid, illegal or unenforceable in any jurisdiction, the validity, legality and enforceability of the remaining provisions or obligations, or of such provision or obligation in any other jurisdiction, shall not in any way be affected or impaired thereby.

7.5 <u>Irrevocability of Consent</u>. This Consent shall be irrevocable in all respects; *provided that*, this Consent shall not be effective with respect to any amendment or other modification to the Financing Documents unless, to the extent required pursuant to the Project Agreement, PGCPS gives its written approval to such amendment or modification prior to any such amendment or modification.

7.6 <u>Successors and Assigns</u>. This Consent shall be binding upon the parties hereto and their respective successors and assigns (provided that any such successor or assign of the Collateral Agent is not a Prohibited Person).

## 7.7 <u>Limitations of Liability</u>.

The parties hereto acknowledge and agree that:

(a) Nothing herein shall create or increase the liability of PGCPS for any amounts secured by the Security Agreement beyond any liability that they may otherwise have pursuant to the Project Agreement.

(b) The Collateral Agent shall have no rights or benefits against PGCPS except pursuant to the Project Agreement in its capacity as a Financing Party under the Project Agreement.

(c) The Collateral Agent shall neither have any liability or obligation under the Project Agreement as a result of this Consent or any other documents creating the Senior Secured Obligations nor be obligated or required to perform any of the Company's obligations under the Project Agreement, except in each case during any period in which the Collateral Agent has expressly assumed the Company's rights and obligations under the Project Agreement.

(d) The Collateral Agent shall not be obligated or required to take any action to collect or enforce any claim for payment assigned under any document creating, or relating to, the Senior Secured Obligations.

Section 8. <u>Collateral Agent</u>.

Nothing in this Consent shall impact any of the rights, protections, immunities and powers (including, without limitation, the right to indemnification) applicable to the Collateral Agent under the Collateral Agency Agreement.

[Remainder of this page intentionally left blank; signature pages immediately follow.]
IN WITNESS WHEREOF, PGCPS, the Company, the Collateral Agent, and each other Financing Party that is a party hereto have each caused this Consent to be duly executed and delivered by their officers thereunto duly authorized as of the date first above written.

# THE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY

By:

Name: Monica E. Goldson, Ed.D Title: Chief Executive Officer

### PRINCE GEORGE'S COUNTY EDUCATION & COMMUNITY PARTNERS, LLC

By: \_\_\_\_\_\_Name: Title:

### DEUTSCHE BANK TRUST COMPANY AMERICAS, not in its individual capacity but solely as Collateral Agent

By: \_\_\_\_\_\_Name: Title:

By: <u>Name:</u>

Title:

### [FINANCING PARTY]

Title:

### EXHIBIT A

### FINANCING DOCUMENTS

- 1. the Note Purchase Agreement;
- 2. the Notes issued pursuant to the Note Purchase Agreement;
- 3. the Fee Letter, dated December 15, 2020, between National Bank of Canada, New York Branch, and the Company;
- 4. the Fee Letter, dated December 15, 2020, between the Collateral Agent and the Company;
- 5. the Collateral Agency Agreement;
- 6. the Security Agreement;
- 7. the Pledge Agreement;
- 8. the Blocked Account Control Agreement, dated December 15, 2020, among the Company, the Collateral Agent, and National Bank of Canada, New York Branch;
- 9. the Equity Contribution Agreement, dated December 15, 2020, among the Company, HoldCo, Fengate PGCPS Holdco II, LLC, GD PGCPS Member, LLC, Fengate PGCPS Blocker, LLC, and GD PGCPS HoldCo, LLC;
- 10. this Consent;
- 11. the Power of Attorney, made by the Company in favor of the Collateral Agent, granting the Collateral Agent the power, in the name of the Company, to execute and deliver all necessary instruments, documents and other directions in connection with any claim against or enforcement of the Bond Collateral Sublimit Rider (as defined in the Design-Build Agreement);
- 12. the Lenders' DB Direct Agreement, dated December 15, 2020, among the Design-Builder, the Company and the Collateral Agent;
- 13. the Lenders' SP Direct Agreement, dated December 15, 2020, among the Services Provider, the Company and the Collateral Agent

### EXHIBIT B

### FINANCING PARTIES (OTHER THAN THE COLLATERAL AGENT)

Aviva Life & Pensions UK Limited Banner Life Insurance Company Hang Seng Insurance Company Limited HSBC Life (International) Limited Legal and General Assurance Society Limited Massachusetts Mutual Life Insurance Company MetLife Insurance Company of Korea Limited MetLife Insurance Company of Korea Limited Metropolitan Tower Life Insurance Company Swiss Re Life & Health America Inc. The Canada Life Assurance Company The Canada Life Insurance Company of Canada The Lincoln National Life Insurance Company The Northwestern Mutual Life Insurance Company The Northwestern Mutual Life Insurance Company The Northwestern Mutual Life Insurance Company for its Group Annuity Separate Account

### EXHIBIT EE

### **DESIGN-BUILD WORK PLAN**

# Design-Build Work Plan

## Design Phase

### Design Build Team

Gilbane Building Company, located in Baltimore, Maryland will serve as Lead Design-Builder. Gilbane will engage Stantec to serve as the Lead Design-Builder Member through the Design Agreement, and subcontractors/subconsultants through the **Subcontract Agreements** and **Subconsultant Agreements**. Stantec will service this project from their offices in Beltsville, Maryland and Arlington, Virginia.

Honeywell International Inc. will serve as the Services Provider. An Interface Agreement between Developer, Design-Builder (Gilbane Building Company), and Services Provider (Honeywell) is in place and each team has agreed to cooperate during the design phase to coordinate and integrate activities to best meet the performance requirements of their respective obligations

### Design Phase Management

As the Design-Build team leader, Gilbane will be responsible for ensuring that all design phase deliverables are completed in a thorough and timely fashion and follow PGCPS technical and education specifications, and the Project Agreement. This design-build work plan highlights the methods and approaches that Gilbane will employ to lead the design-build team to complete the development of each project's design submission requirements, permit submissions and final construction documents.

- Gilbane's Senior Design Build Executive, Michael Ricketts, will serve as the design phase/preconstruction leader and will be dedicated to design and preconstruction management throughout the design phase. He will lead design phase meetings between PGCPS, Stantec and their subconsultants, key project stakeholders, permitting agencies, and Gilbane team members to ensure that all parties fully understand their design phase role, responsibilities and performance expectations.
- Gilbane and Stantec's collective responsibilities are to develop design solutions, consistent with PGCPS Education and Technical Specifications and the Project Agreement.



- Parallel with each of Stantec's design deliverables (SD, DD, CD, etc.), Gilbane will independently analyze compliance with individual school design requirements, and perform constructability reviews, update project schedules and site logistics plans, and individual school budgets.
- Constructability will be a key issue for every school and Gilbane's systematic project team approach to constructability reviews will be employed to significantly reduce difficult to build and high maintenance items as part of the design review process. Gilbane will constantly monitor Stantec's selection of materials and equipment, as well as their designs to confirm that their design details are not overly complex for the local trade contractor community.
- Silbane will constantly monitor the development of each of the project's design documents to ensure that they are constructible, within budget, and that the design phase deliverables are meeting the delivery milestones established in our proposal.

### Design Document Development

### Compliance with Standards

The Design-Build team will comply with the Technical Requirement for the project as it develops the design documents. Further the Design-Build Team will take into account feed back provided by PGCPS for compliance with the Technical Requirements.

### **Community Design Presentations**

Recognizing the importance of community engagement and communication with school and community stakeholders, the Design-Build team will participate in a variety of community design and construction presentations for each of the six school projects. PGCECP has already begun to participate in PGCPS sponsored community outreach where we will share individual school designs and site plans with each community. This will set the stage for continued community outreach and engagement events through the design and construction phase of each school project.

Gilbane will lead the Design-Build team's participation at these meetings, provide updated project presentations, and facilitate Q&A sessions to address topical questions and concerns of each individual community. To the greatest extent practical we will incorporate community comments into our project design and construction work plans.



## Design Quality Control/Assurance Plan

The design quality assurance program is a critical part of the overall design-build quality management plan that will govern overall project quality from notice-to-proceed through construction, commissioning, and turnover to Honeywell. Every member of Stantec's design team will participate and share responsibility for the overall quality of their services and final design documents. Stantec will be responsible for delivering concise, clear, well-coordinated construction documents. Stantec's design and design management methods will comply with the rigorous ISO9001:2105 Quality Management Standards. Stantec will utilize their Project Management Framework (PM Framework) to document an auditable trail and ensure compliance with the ISO standards and the guiding principles therein.

Stantec has identified Derk Jeffrey, AIA, a highly experienced K-12 design leader, as the Design Excellence and Quality Assurance Manager responsible for overseeing implementation of the design quality assurance plan. Derk is ultimately responsible for quality control/technical oversight for design quality for each of the six schools. Each design/deliverable in the project schedule has an associated QC/QA activity to assist in tracking and advance planning of required design and quality control resources.

Since the detailed mechanical and plumbing engineering for the project will be performed by Shapiro & Duncan, Inc. under a design- build contract, Stantec will assign Setty & Associates (MEP/FP Design Engineer) as the independent peer review professionals for these critical disciplines. This will further ensure conformance with the basis of design for M/E/P systems.

Gilbane Senior Project Executive, Michael Ricketts, will serve as the design integration manager and will be responsible for generating cross-discipline collaboration and ensuring compliance with the Project requirements. He will also facilitate interfaces between the design-build team and Honeywell during the design, construction and building turnover phase.

Stantec's Lead Project Architect, Camillo Bearman, will provide technical oversight for each of the six projects, as well as participate in detailed design review at each phase of design. He and his team will also have a staff dedicated to construction administration services during construction. Our decision to standardize the selection of high-performance materials and equipment for all six schools will greatly enhance and streamline the design quality program.

### Key elements of the Design Quality Plan include:

- Gilbane will insist on continuity of design personnel throughout the design phase including the project principal, design quality control manager, lead architect and individual school building design managers.
- At the completion of each design phase Stantec will utilize proven checklists to 'self-review' and sign off on technical accuracy and completeness of the work.
- Each school's construction project manager (Gilbane employee) and design project manager (Stantec) will perform on-going reviews of designs to confirm compliance



with PGCPS education and technical specifications, and the project agreement.

- Design quality assurance manager (Derk Jeffrey) performs independent design quality and constructability reviews
- Stantec and the design team will use Navisworks software, the same collision detection software that will be used by Gilbane and their subcontractors
- Stantec's Lead Project Architect and support team will be dedicated to the project during the construction administration phase

## Design Phase Schedule

Early in design, Gilbane and Stantec will develop individual design phase project schedules for each school as well as an integrated master schedule for the six-school program. These schedules will include a wide variety of design, approval, permitting, bidding, construction, commissioning and occupancy activities for each of the six schools. Individual project schedules and the integrated master schedule will be collaboratively developed by senior leadership from Stantec and Gilbane, with feedback from PGCPS, PGC and local permitting agencies, utility firms, industry suppliers and design-assist subcontractors.

### Key design phase activities included in our master project schedule include:

- Schematic Design, Design Development and Construction Document submission for each school
- > PGCPS review and approval dates
- > Special Studies dates
- Projected Authorities Having Jurisdiction (AHJ) permitting submission and approval dates

Each project schedule is based on the RFP requirements, Project documents, ongoing conversations with PGCPS and will be compliant with contract terms and the Project Agreement. Individual project schedules and the master schedule will be developed and updated utilizing P6 scheduling software.

The schedule will be as developed by key Team stakeholders including Gilbane, Stantec, select design-assist subcontractors, PGCPS, Prince George's County Permitting, Inspections and Enforcement (DPIE) and local utility providers, all of whom will have an important role in the Project's design and construction phases.

Our approach provides time in the design phase schedule to advance civil plan design to receive rough grading permits for all six sites within nine months of NTP. Complete building permits are expected within one year of NTP. Stantec's civil and architectural design teams will be collaborating and concurrently working on civil and architectural designs as they each school's Schematic Design to full PGCPS approvals.



### Exhibit EE: Design-Build Work Plan

With the approval of Schematic Design, Design Development documents will begin and include an interim submission of grading, foundation to grade, and building design packages to PGCPS and the County for review and approval.

During the design phase team meetings will occur every two weeks. They will include informal and formal design reviews, and interim and final approvals by PGCPS at 100% Schematic Design, 65% Design Development, 95% Design Development and Final Construction Documents. Each of the three design teams will work concurrently to finalize the designs allowing for the timely submission of:

- > Demolition permits,
- > Rough grading permits,
- > Final grading permits,
- > Foundation to grade permits, and
- > Full building permits.

In order to begin construction activities on site, we need DPIE to issue a rough grading permit. The rough grading permit will allow for clearing site utilities, existing lot/curb/gutter demolition and grading of the sites. However, prior to commencing with foundations, we will need a fine grading permit, which then triggers the issuance of the foundation to grade permits and subsequent building permits. Our team will be actively engaged with DPIE from the initial NTP date, and we will attempt to work with them on a strategy that will allow us to obtain approvals for our foundation to grade permits based on the rough grading permit approvals. We will ask PGCPS, County, DPIE officials and other key stakeholders to support this time saving work around.

### LEED Plan

Gilbane and Stantec will utilize contemporary operational excellence trends within the K-12 markets that will be made part of our LEED Plan. These focus on water and energy efficiency; materials transparency; and indoor environmental quality.

Our path for achieving the technical standards for a LEED Silver rating is noted in the LEED Silver Check List for Schools, which is located in the appendix section of this work plan. It reflects our approach to achieving LEED Silver standard and will be used as a guiding document to track our progress through each project's design and construction phase. As part of our LEED Plan we will continue to evaluate base building systems, high-efficiency heating and cooling strategies, interior lighting power, daylight harvesting strategies, interior lighting controls, equipment and appliances, solar optimization, water management/treatment and all other energy conservation measures (ECMs) throughout the design phase. We will also continue to analyze material and equipment selection, building insulation, low flow plumbing fixtures, water sense appliances, rainwater harvesting strategies, and existing systems being considered by the design team.

During the design phase, Stantec's project architect for each individual project will be responsible for ensuring that their design meets LEED Silver standards. As a quality assurance measure, each of Gilbane's individual school project managers will confirm that that the design is meeting PGCPS's LEED Silver standards.



## Safety & Security

The safety and security of the buildings' occupants is paramount. As noted in our proposal submission our approach, which is consistent with CPTED, is to create a series of barriers between occupants and anyone wishing to do them harm. This begins at the front door with a strategically designed security vestibule and continues into the learning zones where automatic doors or gates are connected to the building security system. The strategy includes safe means of egress from within each of the protected zones and, importantly, internal transparency to create greater line-of sight, facilitate better active/passive supervision, and, importantly, foster a sense of community within the building. Passive security measures are augmented through technology and the latest in digital surveillance and response.

As for the site, similar tactics will be employed with site furnishings that impede vehicular access past the road, perimeter fencing around the school, and clean sight lines from the administrative suite overlooking the entrance plaza and the dining room and terrace overlooking the back

## Furniture, Fixtures & Equipment

Our team approached casework, architectural millwork, and FF&E in a flexible and cohesive design that aligns with PGCPS Educational Specifications. Understanding that furniture and technology needs are constantly evolving, we have taken an approach to allow for the most flexibility to accommodate future uses. We are providing fixed casework and millwork at areas that require sinks and/or other systems components in, for example, science and art, but in all other areas are providing freestanding furniture that allows the school to configure classroom environments to suit their learning objectives.

Regarding specific manufacturers, we have selected Kreuger International as our primary basis of design for most of the spaces found throughout the building. Kreuger International manufactures furniture that can be used in specialty areas like dining, library, art rooms, and commons areas in addition to classroom, administrative, and general-purpose spaces. In addition to Kreuger International, we have selected many of the leading educational manufacturers for specialty areas such as Wenger for music, Lakeshore for early childhood education, and several other top manufacturers to provide a comprehensive interior scope. It is our approach to provide PGCPS with the best value, partnering with manufacturers that specifically produce furniture and equipment for educational facilities and have a long track record of past performance, quality, and innovation.

Stantec's designs delineate between fixed modular casework, architectural millwork, and FF&E elements. In addition to layouts, Stantec will provide detailed room schedules that will identify each item by manufacturer and model number, as well as provide an individual specification sheet for each item that will detail the product's performance specs, finish options, and any available accessories or options. Once PGCPS has reviewed the furniture schedule and all finish selections and option selections are made and approved, an order will be placed for production.

Gilbane will work closely with Stantec and PGCPS to ensure that all decisions are made in the timeframe which allows us to receive and install the products on or before the substantial completion dates. In addition, all the fixed casework and all FF&E products be provided in accordance with the Technical Requirements.



## **Special Studies**

To verify and supplement the information provided by PGCPS, we will conduct additional geotechnical borings and additional Hazardous Material studies of the existing buildings that are to be demolished as part of the Design-Builders work.

## FM Team Participation

As we advance the design from schematic phase to design development with PGCPS, Honeywell will continue to have opportunities to provide maintenance and efficiency analysis and insight to facilitate the best design possible for the 30-plus year life span of the project. Ultimately our goal is to streamline maintenance services and limit unnecessary maintenance and replacement cost to PGCPS.

## Commissioning Planning

Our commissioning approach is systemic to the entire Project lifecycle and will begin in the design phase and continue through construction and building occupancy. It will involve all major participants (Stantec, design consultants, Gilbane), as well as key subcontractors in support the development, implementation and documentation of the plan. Early after our selection Gilbane will select the CxA and identify our commissioning team, inclusive of PGCPS, IE and CxA personnel. Shortly thereafter, Gilbane and the CxA will submit individual school commissioning plan drafts to PGCPS and the IE for review and comment. Final commissioning plans will be organized to address all PGCPS requirements, meet contract standards, and validate that designs will achieve LEED Silver standards. Commissioning activities that will occur during the design phase will include:

**Assemble Commissioning Team** – Gilbane will create and gather members of each project's commissioning team, which will include the representatives from Gilbane, CxA, IE, PGCPS, Stantec and their design team, and selected trade contractors for a scoping meeting to review the commissioning process, schedule of activities and outline each party's responsibilities. During this process Gilbane will interface with Honeywell, who will also be invited to participate.

**Review OPR and BOD** – The CxA and IE will participate and consult on design reviews, scopes of work and owner project requirements (OPR) and Stantec's basis of design (BOD) paying close attention to the following features: mechanical, electrical, plumbing, lighting, security, generator/ emergency power and life safety, indoor air quality, and environmental sustainability.

**Design Review** – The CxA, Gilbane and the commissioning team will conduct and document a focused plan review to examine the ability of the building's systems to function properly by themselves, and as a part of the larger building system. Sequences of operation and system plans against the original design intent will be checked to ensure the building systems are commissionable during the construction phase. At a minimum, design reviews will confirm the design is compliant with current statutes of state energy codes and PGCPS standards.

**Enhanced Commissioning of Systems** – The CxA will perform enhanced commissioning of selected building systems, inclusive of design reviews, analysis and consultation, to ensure technical standards are met and each School meets LEED Silver requirements.



**Back Check Design Review Comments** – Gilbane, CxA and IE will back-check the construction documents to ensure that comments and concerns noted in the design review have been addressed.

**Write Required Commissioning Specifications** – The CxA will develop each Project's commissioning specifications for inclusion in the project specifications and bid documents, providing detailed information to the bidding trade contractors on the commissioning process, roles and responsibilities, reporting and documentation, start-up, pre-functional and functional test requirements. Commissioning specifications will be based on the current ASHRAE and Building Commissioning Association (CxA) guidelines, and compliant with local AHJ requirements.

**Design Phase Controls and Security Integration Meeting** – Building energy management system (EMS), temperature controls and security system integration meetings with Stantec and their design team will address EMS, equipment control and security system integration issues, sequences of operations between equipment and systems. This will assure that integration issues and operational sequences of commissioned systems are clearly described.

**Develop and Implement Commissioning Plan** – Gilbane will oversee and support the CxA as they develop each School's commissioning plan and processes. commissioning activities and schedule, requirements for testing, and criteria for acceptance. This plan will detail the activities of all members of the commissioning team, including roles, responsibilities and will note all building systems and equipment to be commissioned. A detailed commissioning schedule will be a component of each plan, and include planned activities such as data collection, data analysis, prefunctional testing, functional testing, seasonal testing, and follow-up.

**Conduct Contractor Pre-Bid Meetings** – Gilbane and the CxA will review and outline the commissioning plan at the contractor pre-bid meetings so trade contractors (controls, TAB, mechanical, electrical, life safety) know their roles and responsibilities under this plan.



## **Construction Phase**

## **Construction Approach**

Each school will have their own dedicated construction project team consisting of a project manager, superintendents and project engineers who will report directly to Jonathan Dickenson, Construction Project Executive and Brian Malanchuk will be responsible for the oversight and performance of each school project's construction team. He will be responsible for project management, project administration and reporting requirements, MBE/CBB procurement and reporting, community engagement and other important project activities.

Each school construction team will operate independently and oversee trade contractor coordination, site management, coordination with active schools, community engagement, and MBE/CBB contract and Workforce reporting. Individual project teams, including project managers and field superintendents, will be located at the project site full-time through building construction, commissioning and school occupancy readiness certification. Each of the six school project teams will share a pool of project resources in the following areas: procurement and MBE/CBB contract reporting, accounting, safety and security, scheduling, quality control, testing and inspections and building commissioning.

Our resource pool includes dedicated MEP, FF&E and AV/IT coordinators to support each of the construction field teams.

Led by Camillo Bearman, Stantec will provide a dedicated team of architects and design professionals to provide construction administration services.

As applicable, each field construction team will interface with Honeywell's assigned building engineer during construction and actively participate in commissioning, turnover and building occupancy activities.

### Early Purchase and Release Activities

The construction of each school will require Gilbane to release several early construction procurement packages. This includes the early release of a major structural steel design-build package allowing for design calculations and detailing to begin in the Design Development phase. Elevators, sprinklers, mechanical, plumbing and electrical will also be early release packages. These are required so that Stantec can receive design-assist feedback from these critical subcontractors while design is still underway.

### **Building Demolition**

Adelphi, Hyattsville, Drew-Freeman and Walker Mill schools will all require demolition permits. The demolition of Adelphi Area, Hyattsville and Drew-Freeman will begin shortly after turnover on July 15, 2021. Depending on the presence of hazardous materials at each school (asbestos, lead-based paint, PCBs, underground fuel oil tanks, etc.) demolition activities may not begin until hazardous material abatement work is completed, and the existing buildings certified clean. After HazMat abatement (if necessary) disconnection of existing utilities will take place, followed by cut/cap/make-safe of on-site utilities, and then



Prince George's County Education and Community Partners

building demolition. Walker Mill will be demolished after the new school is completed and the occupancy readiness date is achieved.

## Safety & Security Plans

Project safety and security is Gilbane's Number One priority. Gilbane will develop school specific Safety and Security plans in the design phase that will incorporate existing school operations and community needs. It is important that we get feedback from each school and their local communities so that we can include project specific safety or security requirements in each the school's bid packages and work plans. We will address school specific safety and security concerns proactively in the design phase as we begin to finalize our site logistics and staging plans for each school.

Student, staff and visitor school security plans will be part of each individual School's project safety plan that not only consider construction worker and site safety, but also adjacent schools, residences and businesses; school roadways and parking areas; school bus, staff and parent/guardian drop off and pick up locations; signage and site lighting; location of construction site entrances and worker parking; truck delivery and waste removal routes; work hours, and many other elements.

### Key aspects of our Safety and Security plans include:

**Subcontractor Prequalification and Evaluation Process:** As part of the bidding process, Gilbane requires our contractors to provide information on their incident rates, EMR and OSHA/MOSH incident history. All Gilbane subcontractors are required to provide their safety plan and Job Hazard Analyses (JHAs) as part of their bid documents. They must designate a qualified safety coordinator to represent and train their employees and to conduct periodic safety inspections and training.

**Preconstruction Safety Alignment:** Prior to a project's mobilization, our Environmental Health and Safety Director, Robert Hinderliter and project manager will conduct a preconstruction safety alignment process, wherein potential project hazards are analyzed, controls are prescribed, and safety requirements are established for inclusion in the project's safety program. School security issues are also considered as part of this analysis.

**Site-Specific Safety Plan:** Gilbane will develop site-specific project safety plans for each individual school project to address the unique safety hazards and specific requirements for each School. They might include bus and parent drop-off and pick-up routes; staff and visitor parking; contractor parking; construction material delivery and waste removal routes; pedestrian circulation; signage; fencing and gates; dust, noise and debris control.

**Safety Training:** Prior to the start of construction, Gilbane holds mandatory orientation to train subcontractors' safety coordinators, trade contractors and owner personnel. The program uses interactive instruction and multimedia (multi-lingual) to provide education about the fundamentals of construction safety and specific job hazards. Every attendee must complete a safety quiz and sign a safety pledge to confirm comprehension and support of our safety requirements prior to being allowed to work on site. During the Project, additional safety workshops, safety equipment demonstrations and training are conducted to support continuous learning (hazardous material,



# confined space, fall protection, etc.). All construction workers are required to be drug tested prior to receiving authorization to enter our project sites.

**Weekly Project Safety Meetings:** Safety education continues through construction during weekly "toolbox" meetings that provide instruction about contractor-specific safety procedures. Further, safety is always the first topic on all project supervisory meetings, typically held on a weekly basis. Attendance is mandatory for contractors and management personnel in order to share this information with their field personnel.

**Safety Auditing:** Gilbane's entire field team constantly monitors and strictly enforces the safety program. To proactively monitor and track safety performance in the field, Gilbane's safety managers and project teams use SafetyNet, a software-based service that simplifies the collection, analysis, and dissemination of job site safety information. Team members carry tablet devices that allow them to instantly record safety-related observations into a centralized database system.

## **Emergency Action Plans**

Gilbane will develop an Emergency Action Plan for each individual School. This will be completed in the design phase as we finalize of our staging and site utilization plans. Our Emergency Action Plan will address a variety of potential issues such as medical, fire, active shooter or explosion, civil disorder, self-harm and weather emergencies. The creation of the Emergency Action Plan will be a collaborative effort led by Gilbane's safety department, our project managers and project superintendents, PGCPS personnel, and local fire and rescue services. Within the plan specific individuals are assigned responsibilities in the event of an emergency. The plan is also included in all subcontracts and reviewed with trade contractor personnel during safety orientation.

## Site Staging & Logistic Plans

The draft site staging and logistics plans included in our proposal response are also included as Exhibit S for reference. During the design phase and prior to site mobilization Gilbane's project managers and field superintendents will work closely with PGCPS, school officials and community stakeholders to review and finalize these plans. Like the Emergency Action Plans referenced above, final site staging and logistic plans will be included in our bid documents and made part of our subcontractor's contract requirements. Each school's construction teams are responsible for enforcing the requirements of these plans during the construction phase.

## **Communications Plan**

Our communications plan is organic, as key members of the PGCECP Team, inclusive of Eben Smith and Three|E Consulting. Our communications team will be responsible for the development and implementation of our comprehensive communication plans. We will not outsource our communications plan efforts during the design-build phase. Our communications plan is comprised of two elements, outlined below.

**Local School and Community Audience** - Individual schools and their communities will have different needs for a communications plan. This audience will likely be focused on more granular Project issues, including school design, athletic field and parking locations, new entrance and



amenities. This group will also be the most affected by construction activities so their concerns will also center on construction schedules; construction work hours; site staging plans; construction worker parking; construction delivery routes; impacts to existing roads, parking lots and recreation fields; site cleanliness, noise and dust.

Gilbane and the design-build team will schedule one-on-one meetings with each affected school principal, their administrative team and key community stakeholders to confirm specific items that should be included in individual school/community's communications plans. Essentially, working with individual school leadership and key community stakeholders, we will develop a customized communications plan for each school and their surrounding community.

As part of the community engagement process in the design phase our team will solicit feedback on the frequency and types of communication individual schools/communities would like to see. We have already launched a website for this multi-school program and will regularly post updated information on each school project for residents and their communities. access.

During the construction phase of each project Gilbane's project management team will make themselves available to attend school and community meetings and provide updates on the Project.

**Broader Prince George's County Audience** - There are over 900,000 Prince George's County residents – all of them PGCPS stakeholders. This audience might have different communications needs from the local school and community level, including budgets, schedules, special events, employment opportunities, business opportunities, MBE/CBB goals, etc.

Our plan for this audience is to utilize the website, referenced above, to provide a variety of information that would be of interest to a wide variety of interested parties. This website will be used as a medium to post project specific and program information including Frequently Asked Questions (FAQs), scheduled events, MBE/CBB contracting status, project designs, and document progress and information on each of the six schools. To assure transparency in data collection and reporting, this website would be created and hosted by both PGCPS and PGCECP, with support from Three|E Consulting.

## MBE/CBB Reporting

PGCECP will utilize the subcontract management and reporting software system selected by PGCPS. This will provide detailed monthly reports on our MBE/CBB subcontracting activities and results. It will include information on bidding opportunities, contract awards, contract status, contract payments, change orders, and contract close out during the design-build and services phase. This process will be transparent, and we will allow ample opportunity for PGCPS and the County to provide their input on verification content and report format.

In addition to supporting our engagement, outreach and prequalification efforts, Three|E Consulting Group will also be responsible for providing independent data collection, accurate documentation, and compliance reporting for our MBE/CBB contracting plan activities during the design-build phase. This will be done on a school-by-school basis, where we will include total contract value, MBE/CBB contract value (\$ and %), monthly status of contract payments, and final contract values (\$ and %) paid to MBE/CBB firms.



## Quality Control

Gilbane will implement a rigorous design-build Quality Management Plan (QMP) for each individual school that will transcend the design, construction and commissioning phases of the Project. This effort will be led by Gilbane's Quality Assurance Manager, Aaron Anderson, CQM (certified quality manager), who will be responsible for ensuring that all facets of the QMP are implemented and documented.

Implementation of the QMP will begin in the design phase by establishing the quality team (PGCPS, Gilbane, Stantec, IE, CxA) and defining the acceptable levels of quality. Aaron will work closely with Senior Design-Build Executive Michael Ricketts to finalize the design quality plan with Stantec. Construction quality plans, inclusive of commissioning requirements, will be finalized by Aaron and each School's project manager on or before July 1, 2021. The final QMP will be included in all design, subcontractor and commissioning bid documents and contracts – all design-build Team members will fully understand their role and responsibilities as it relates to quality.

## Total Quality Management Plan

Gilbane's quality management plan features nine core elements (listed below), which will be implemented and documented throughout the design-build phase.

**Design quality control:** Gilbane will review and monitor Stantec's work throughout the design period for potential constructability and coordination issues

**Preconstruction meetings:** In addition to quality agenda items, project concerns such as site utilization, working hours, communication, submittal process and RFI process, safety, and schedule will be addressed

**Testing and inspection:** T&I personnel, consultants, CxA will be coordinated by Gilbane to ensure that the work is installed properly and in conformance with contract requirements

**Submittal procedures:** Gilbane will review each submittal for completeness, accuracy and tracked to ensure proper turnaround to keep the project on schedule.

**Material delivery, storage and inspections:** Material deliveries will be compared to approved submittals before they are accepted and stored in a secure location.

**Benchmark/mock-up:** Select mock-ups will be constructed and approved benchmarks will be established by the Quality Team after the installation of a specific element of work (masonry, glazing, roof systems, etc.)

**Rolling Completion List:** The RCL is a 'real time' list of items noted as incomplete, missing, deficient or not delivered in accordance with the contract documents, and allows for tracking and quick resolution of non-compliant work while the trades are still on-site, reducing call-backs and lengthy punch lists.



**In-wall/above ceiling inspections:** Verifies that work within walls and above ceilings is complete and compliant with contract requirements, and documented prior to close-in.

**Commissioning:** Gilbane will establish a commissioning team in the design phase for each School that will be led by the CxA and include Stantec, MEP design consultants and trade contractors, PGCPS and IE. These teams will document the implementation of the Plan and conformance of major building systems to the Plan prior to building turnover to Honeywell.

### **TEAM ROLES AND RESPONSIBILITIES - GILBANE**

ROLE	RESPONSIBILITY						
Senior Design-Build Executive Michael Ricketts	Full responsibility for all design phase and preconstruction activities and deliverables. His singular responsibility is to coordinate and manage the Stantec team and their consultants to ensure the design meets PGCPS' technical and contractual requirements.						
<b>Construction Phase</b> <b>Executive</b> Jonathan Dickenson and Brian Malanchuk	Ultimately responsible for all construction quality plans, the construction phase executive assures a plan is in place at the start of every project and conforms to the project's specific requirements. He will audit the project throughout construction to assure that the plan is being implemented, documented and meets the requirements of construction.						
Quality Assurance Manager Aaron Anderson	Gilbane professional responsible for setting quality management plan procedures, overall review and audit of quality control, compliance, participation in regular quality meetings and critical inspections and commissioning activities and auditing of the quality management process.						
Senior Project Manager(s) Project Manager(s)	Responsible for the distribution, education, and execution of the quality plan at the project site. He/she are the lead advocate for the quality program at the project level. Leads quality meetings, mock-up installation, benchmarking and inspections to demonstrate commitment to the quality process.						
Project Superintendent(s)	Responsible for implementing, enforcing and documenting quality control procedures, commissioning activities, testing and inspections. Responsible for assuring that the required quality management plan inspection forms have been completed and distributed, that all inspections are logged and filed in a timely manner, commissioning reports are filed, and all report's remedial actions are completed.						
Project Engineer(s)	Responsible for keeping the project documents current and available for use in conducting field inspections and documenting all aspects of the quality management plan. Participates in quality meetings and field inspections activities when needed.						



### **TEAM ROLES AND RESPONSIBILITIES - STANTEC**

ROLE	RESPONSIBILITY						
<b>Design Project</b> <b>Managers</b> Gene Kluesner Michael Scarani	The Design Project Manager will oversee the efforts of the full design team and coordinate with the build and finance teams. The Design Project Manager works with the Design Manager to ultimately make sure the project is adequately staffed with design professionals needed throughout various stages of the process to deliver you an end product on time and within budget.						
<b>Design Excellence and QC Manager</b> Derk Jeffrey	The Design Excellence and QC Manager will review each proposed design to make sure they align with our proposed intent, providing quality checks throughout various stages of our design process. The Design Excellence and QC Manager also works with the discipline leaders to deliver complete, high quality design documentation.						
<b>Lead Architect</b> Camilo Bearman	The Lead Architect works with the team to develop a common project vision and craft a responsive design solution. For your project, our Lead Architect has reviewed the information provided throughout this RFP process, through both documentation and in-person meetings, to arrive at the design solutions.						
Senior Project Architect(s)	Our Senior Project Architects lead the design team in providing the full design documentation required to realize the design at a specific project site. We have a Senior Project Architect assigned to each of the six proposed sites and will supervise construction administration.						
Project Architect(s)	The Project Architect is responsible for taking the agreed upon project design vision at a specific site, and providing the supporting documentation required to realize and document the design. The Project Architect works in close collaboration to support the Senior Project Architect and is the day-to- day contact for construction administration.						

### LEED Compliance Reporting

Each individual School project will have a designated LEED and waste management coordinator (typically an on-site project engineer), who will oversee all LEED and waste recycling verification and documentation of submittals that will be used to support the achievement of LEED Silver standards.

Regarding construction waste recycling, Gilbane's field teams will employ stringent standards to minimize waste on all projects and require a minimum of 75 percent of construction waste to be recycled. Our plan will include creative strategies such as the recycling of raw materials produced in demolition, minimizing waste by asking suppliers to eliminate packing and shipping materials, and reusing building components.



## Change Order Process

When a change order request is initiated by the Developer or PGCPS, Gilbane will begin the change process by confirming the change request is both approved and funded. Once formally approved, Gilbane's engineering team will 1) prepare an independent estimate of the change request's cost and schedule impact, and 2) request a quotation of costs for the change in work from the appropriate trade contractors.

All change orders will include a brief description of the work, effect on budget and schedule, itemized breakdown including labor, material, overhead and fee. Also included is a reference as to who initiated the change order and reason for work proceeding. If the Developer or PGCPS does not immediately approve the change order, the change management report will include an identified date, which states the last date a change can be authorized without impacting the schedule.

When Gilbane has achieved satisfaction in negotiations with the trade contractors, we will forward the change order for approval. Upon approval by the Developer and PGCPS, the contractors will be given notices to proceed and their contracts will be amended to reflect the changes. Simultaneously, the project budget and schedule will be amended reflecting the changes, if applicable.

## Commissioning

The selected CxA will report directly to our Construction Phase Executive, as noted on our organizational chart. Gilbane's MEP/Cx Superintendent will work with our quality assurance manager and direct and coordinate the day-to-day activities of the CxA and other commissioning team members. Gilbane will transparently manage the CxA and commissioning process working closely with PGCPS and the IE.

# Principal commissioning activities that will be conducted during the construction will include:

**Manage the Commissioning Process** - Gilbane will efficiently manage the CxA who will communicate the commissioning process with PGCPS, IE, Gilbane, Stantec, and select trade contractors and vendors using protocols and forms located on Gilbane's web-based project management system. Gilbane will provide the CxA, IE and PGCPS access to this website to ensure that all commissioning activities transparently communicated and documented in real time.

**Review Contractor Submittals** – Gilbane's field engineering team and the CxA will review the trade contractor's submittals of systems and equipment for compliance with the commissioning plan requirements.



### Exhibit EE: Design-Build Work Plan

**Commissioning Plan Revisions** – The CxA will note any commissioning plan revisions to include any scope changes made during construction. Gilbane will post these to the project management website to ensure all team members have current plan information.

**Commissioning Meetings** – Under the direction of Gilbane, the CxA will lead regular commissioning team meetings at each School. Integrating commissioning activities into the project schedule will be a routine meeting topic. Meeting minutes will be prepared and maintained by the CxA on the project management website.

**Site Visits and Inspections** – PGCPS, IE, CxA and the commissioning team will conduct regular site visits to observe system installations, attend job-site meetings, and assist with discrepancy resolution. Once systems installation work has started site visits will be held monthly in conjunction with the commissioning meeting.

**Pre-functional Tests and Checklists** – For each School, the CxA will develop detailed, step- bystep procedures for conducting pre-functional performance tests on each piece of equipment and system. Provisions for verifying all relevant data, recording results, and noting team responsibilities will be included in the commissioning plan and schedule.

**Pre-functional Checklists** – The CxA will provide Gilbane and the system installation contractors with pre-functional checklists that are to be completed during the start-up and initial check-out process. The CxA and IE will review the forms for completeness prior to beginning functional testing procedures.

**Develop Enhanced Start-up and Initial Systems Checkout Plan** – As required, the CxA will work with Gilbane and the installing contractors and manufacturers' representatives to develop enhanced start-up procedures and pre-functional checkout plans, including sequencing, testing, calibration, labeling, and equipment operation.

**Functional Testing Procedures for Specified Systems and Equipment** – All required systems will be diligently tested and the necessary field adjustments to correct deficiencies will be made on site. Performance test procedure documents will be developed by the CxA that will describe the step-by-step procedures to test the equipment once it is operational. Installation contractors on each School project will help develop the step-by-step procedures for conducting the functional performance tests for each system and piece of equipment.

The CxA, IE, Gilbane, Stantec, specific contractors/vendors will review any system that fails to pass the functional test phase of the commissioning program. The responsible party will initiate retesting procedures until satisfactory results are achieved. Data loggers will be utilized to gather our information rather than rely on the controls system.

**Maintain Master Deficiency and Resolution Log** – Each School project team, including the CxA, will be responsible for maintaining a commissioning concern list throughout the course of the project. This list will document issues discovered, responsible party, actions taken, and final resolution.

**Prepare the Final Commissioning Report** – A copy of the final commissioning report, including a list of participants and roles, brief building description, overview of commissioning and testing scope, a general description of testing and verification methods will be assembled by the CxA. It



will include a signed letter of certification verifying the adequacy of the equipment, documentation and training that meet contract document requirements.

# For each piece of commissioned equipment, the final report will document compliance with:

Equipment meeting the equipment specifications, equipment installation, functional performance and efficiency, equipment documentation and operator training.

**Commissioning Record Items** – The commissioning record shall also include the issues log, commissioning plan, progress reports, submittal and Operations & Maintenance (O&M) manual reviews, training record, test schedules, construction checklists, start-up reports, functional tests and trend log analysis.

### Post Construction Phase

**Prepare Systems Manual** – The commissioning team will provide all the test results of the functional and pre-functional testing to the CxA who will assemble these documents in a binder and turn over to Honeywell and PGCPS.

**Review O&M Manuals, Contractor Start-up and Checkout Procedures** – The CxA and commissioning team members will review the manuals to ensure that the start-up, maintenance schedules, warranties, operations, etc. are complete and accurate.

**Perform Seasonal Testing of Specified Systems** – The CxA and commissioning team will return to provide seasonal functional testing of equipment as outlined in the Agreement.

**Coordinate and Approve Training** – Gilbane will coordinate with Honeywell to approve the O&M training to make sure that all key personnel (Gilbane, PGCPS, IE, Honeywell, Stantec), and items are included and adequately covered. The format for the O&M training sessions will be outlined in the O&M manuals. Training sessions will be video recorded and turned over to Honeywell and PGCPS.

**Outstanding Commissioning Issues** – Prior to turning over the final commissioning documents the CxA will review the status of the commissioning concern list with Gilbane, Honeywell, PGCPS and reference the status of all outstanding commissioning concerns and their disposition.

**Assemble and Turn Over All Final Commissioning Documents** – After receiving approval from the CxA and IE on the final commissioning report, Gilbane will turn over to PGCPS and Honeywell the final commissioning documents, O&M manuals, as-built drawings, performance documentation, and systems manuals as outlined in the Agreement.



### **APPENDIX**

#### **LEED CHECKLIST**



LEED v4 for BD+C: Schools Project Checklist

A3CBC.				Date: 9/1/2020				9/1/2020			
Y	( ? N										
1			Credit	Integrative Process	1						
	-										
6	2	22	Locat	tion and Transportation	15	7	1	5	Materi	als and Resources	13
		15	Credit	LEED for Neighborhood Development Location	15	Y			Prereq	Storage and Collection of Recyclables	Required
1			Credit	Sensitive Land Protection	1	Y		-	Prereq	Construction and Demolition Waste Management Planning	Required
		2	Credit	High Priority Site	2			5	Credit	Building Life-Cycle Impact Reduction	5
2		3	Credit	Surrounding Density and Diverse Uses	5	2			Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
1	1	2	Credit	Access to Quality Transit	4	2			Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
1			Credit	Bicycle Facilities	1	2			Credit	Building Product Disclosure and Optimization - Material Ingredients	2
	1		Credit	Reduced Parking Footprint	1	1	1		Credit	Construction and Demolition Waste Management	2
1			Credit	Green Vehicles	1						
						13	2	2   1	Indoo	r Environmental Quality	16
3	6	3		0	12	Y			Prereq	Minimum Indoor Air Quality Performance	Required
Y	l.		Prereq	Construction Activity Pollution Prevention	Required	Y			Prereq	Environmental Tobacco Smoke Control	Required
Y			Prereq	Environmental Site Assessment	Required	Y			Prereq	Minimum Acoustic Performance	Required
1			Credit	Site Assessment	1	1	1		Credit	Enhanced Indoor Air Quality Strategies	2
		2	Credit	Site Development - Protect or Restore Habitat	2	3			Credit	Low-Emitting Materials	3
	1		Credit	Open Space	1	1			Credit	Construction Indoor Air Quality Management Plan	1
	3		Credit	Rainwater Management	3	2			Credit	Indoor Air Quality Assessment	2
	2		Credit	Heat Island Reduction	2	1			Credit	Thermal Comfort	1
1			Credit	Light Pollution Reduction	1	2			Credit	Interior Lighting	2
		1	Credit	Site Master Plan	1	1	1	1	Credit	Daylight	3
1			Credit	Joint Use of Facilities	1	1			Credit	Quality Views	1
						1			Credit	Acoustic Performance	1
5	0	7	Wate	r Efficiency	12		_				
Y			Prereq	Outdoor Water Use Reduction	Required	3	3	8 0	Innova	ation	6
Y			Prereq	Indoor Water Use Reduction	Required	2	3		Credit	Innovation	5
Y			Prereq	Building-Level Water Metering	Required	1			Credit	LEED Accredited Professional	1
2			Credit	Outdoor Water Use Reduction							
2		5	Credit	Indoor Water Use Reduction	7	3	1	0	Regio	nal Priority	4
		2	Credit	Cooling Tower Water Use	2		1		Credit	Regional Priority: Reduced Parking Footprint	1
1			Credit	Water Metering	1	1			Credit	Regional Priority: Bicycle Facilities	1
						1			Credit	Regional Priority: Joint Use of Facilities	1
12	4	15	Energ	gy and Atmosphere	31	1			Credit	Regional Priority: Access to Quality Transit	1
Y			Prereq	Fundamental Commissioning and Verification	Required	_	_				
Y			Prereq	Minimum Energy Performance	Required	53	19	9 <mark>53</mark>	TOTA	<b>_S</b> Possible Points:	110
Y			Prereq	Building-Level Energy Metering	Required		Ce	ertifie	d: 40 to 4	9 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110	
Y			Prereq	Fundamental Refrigerant Management	Required						
6	0		Credit	Enhanced Commissioning	6						
4	4	8	Credit	Optimize Energy Performance	16						
1			Credit	Advanced Energy Metering	1						
		2	Credit	Demand Response	2						
		3	Credit	Renewable Energy Production	3						
1			Credit	Enhanced Refrigerant Management	1						
		2	Credit	Green Power and Carbon Offsets	2						



Project Name: Prince George's County Prototype Schools - Master Scorecard