



811 Glenwood Ave, Minneapolis, MN.  
612.922.1300 | iSpaceEnvironments.com

## WORKPLACE TECHNOLOGY QUOTE

# Technology Proposal

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### Nine Mile Creek Watershed District Conference Room Technology Upgrade Estimate

Quote Date: 8/4/2021

Project #: ###-4150

MN State AV Contract: 152128

Tim Stuhr

tim.stuhr@ispaceenvironments.com

612-475-7433

*Quote expires thirty (30) days from date of quote shown above*

# SCOPE OF WORK

## iSpace Environments Overview

iSpace Environments is delighted with the opportunity to provide a well thought out design to meet the needs of your growing company. We have assembled a team of talented people who are genuine in every effort of the project, from design to completion.

### **Displays:**

Display to remain the same

### **Audio:**

iSpace environments to provide and install a new audio configuration to provide for proper sound in different room uses. New speakers will be installed on the soffit face along the windows and will face the front of the building. Two speakers will be installed facing down under the same soffit for audio for the board when in a board meeting configuration. A sound bar will be installed below the display for audio production when in presentation or standard conferencing mode. The existing amp will be re-used.

### **Microphones:**

iSpace Environments to provide and install wireless microphones for maximum flexibility. 5 Table top microphones, one goose neck, and a handheld portable microphone are included with a base for storage and charging of the microphones. These will be used for the people on the far side of the call to hear the people in the room. They will also be for voice lift within the room if needed.

### **Content Sharing:**

An HDMI connection to the display will be available at the credenza. The existing Clickshare will be installed in the new system and be available for wireless content sharing.

### **Video Conferencing:**

iSpace Environments to provide and install dual Pan, Zoom, and Tilt cameras. One will be for "presenter" or "board member" viewing. The other would be for audience viewing. They will be installed in opposite corners to provide coverage with different room configurations.

### **Control:**

iSpace Environments to provide and install a wall mounted control panel for full control of the AV system. An iPad with a charging base will also be provided for flexible control of the room.

### **Racking**

Existing Credenza below the display to be re-used and will remain in the same location.

### **Networking:**

Owner to provide all network connections required as well as a fixed PC for the equipment are for Video Conferencing capability.

### **Pro-Services:**

iSpace Environments will provide professional services to include Engineering, Project Management, Installation Labor and Programming Labor. Pricing is based on work performed during a standard business day between 8:00 am – 5:00 pm, Monday through Friday. If changes to project timelines require work done after hours or on weekends, a change order will be initiated for OT at a rate of 1.5 times the standard rate. Examples of changes to the timeline that would result in additional charges are:

- Furniture installation completion dates
- Construction delays
- Network drops and live date delays
- Electrical drops and live date delays
- Phone drops and live date delays

Additionally, work is planned to happen in a concurrent schedule. If customer or other contractor interruptions to planned schedule occur, a change order will be initiated to cover additional travel costs and labor hours.

### **Travel:**

Unless otherwise specified, travel will be charged on your final invoice within +/- 10% of estimated costs within proposal and is passed through at iSpace Environments' cost.

### **Training:**

Formal training and training materials are not included in the final proposal price unless Complete Care contract or Training is purchased separately. Our technicians or Project Manager will provide you with a user run through at the end of

installation during signoff.

**Owner Requirements:**

Customer to provide the following to ensure the mutual success of meeting all project deliverables per specified timeline. Delays or changes in providing the below items will result in the initiation of a change order:

- Identified project champion (our main contact)
  - Provides signoffs and approvals
  - Provides confirmation of completion of below requested items
  - Provides additional project contacts to iSpace (furniture, network/IT, phone, GC, etc.)
  - Provides updates to project timeline and communicates changes in other contractor's delivery dates
- Uninterrupted Access to room(s) for 3 days
- Wall backing, conduit and any millwork installed 3 days prior to iSpace's completion date
- Furniture delivered and installed 2 days prior to iSpace's completion date
- Network drops installed and live 2 days prior to iSpace's completion date
- IP addresses assigned by 5 days prior to iSpace's completion date
- Phone lines installed and live 5 days prior to iSpace's completion date
- All iSpace Environments provided IT forms filled out and sent back 5 business days prior to start of installation date
- A specified on-site staging area supplied for the delivery and storage of equipment once installation begins. If this space is a secured space, iSpace will require access to it.

**Support Offering:**

iSpace Service Hub contracts are available for an additional purchase; options and pricing are provided on the summary page of your proposal. Complete Care contracts include: unlimited service calls to our Service Hub, unlimited service visits, all replacement parts and labor, firmware updates, training and training materials as well as one preventative maintenance visit per room per year.

**Change Order Process:**

The purpose of a change order is to make official changes to the existing SOW. Changes, additions or deletions will initiate the need for a change order. Change orders may include additional fees or credits and may impact project completion dates, dependent on scope.

iSpace Environments provides our best estimate of labor costs based on what we know of your project to-date and initially supplied timelines, which include other contractor completion dates. Pricing is based on work performed during a standard business day between 8:00 am – 5:00 pm, Monday through Friday. If changes to the project timelines require work done after hours or on weekends, a change order will be initiated for OT at a rate of 1.5 times the standard rate.

Examples of changes to the timeline that would result in additional charges are:

- Construction delays as a result of another contractor
- Furniture installation completion dates
- Network drops and live date delays
- Electrical drops and live date delays
- Phone drops and live date delays
- Any other delays that prevent iSpace from starting installation per agreed upon timeline

Additionally, work is planned to happen in a concurrent schedule. If customer or other contractor interruptions to planned schedule occur, a change order will be initiated to cover additional travel costs and labor hours.

**All work is non-union, non-prevailing wage requirements  
All work can be completed M-F 6am-6pm**

Once the need for a change order is identified, the iSpace team will present you with a change order document outlining additional costs (or credits) along with an updated SOW detailing what has changed. Work cannot proceed without customer approval of the change. We understand there are time sensitive situations which require all parties to move quickly and make rapid decisions to keep a project on track for timely completion. Our team will do everything they can to assist and work with you during this process, however if purchase orders are required as part of your company's standard operating procedure, iSpace will require receipt of a purchase order prior to work commencement.










Project invoicing will not be delayed during the change order process. Once all work is completed per original scope of work (SOW) and proposal, an invoice will be generated. Change orders costs will be invoiced separately.


Printed Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Equipment availability typically has a 2-3 week lead time and is subject to manufacturer availability.

## Conference Room

	QTY	DESCRIPTION	PRICE
	1	<b>APPLE 10.2-Inch iPad - 32GB - Silver</b> Apple - 10.2-Inch iPad (Latest Model) with Wi-Fi - 32GB - Space Gray	\$345.00
	1	<b>APPLE CRESTRON APP for iPad</b> Crestron App for iPad	\$100.00
	1	<b>BIAMP TesiraFORTE DAN VT4</b> TesiraFORTÉ DSP fixed I/O server with 4 analog inputs, 4 analog outputs, 8 channels configurable USB audio, 32x32 channels of DAN, Sona Acoustic Echo Cancellation (AEC) technology (all 4 inputs), 1 Analog and 2 channel VoIP interface	\$1,875.00
	1	<b>CRESTRON ELECTRONICS ~SAROS SB-200-P-B</b> Saros powered sound bar, 200 Watt per channel, black color	\$312.50
	1	<b>CRESTRON ELECTRONICS DMPS3-4K-100-C</b> 3-Series 4K DigitalMedia presentation system 150	\$2,500.00 *
	1	<b>CRESTRON ELECTRONICS TSW-770-W-S</b> 7 in. Wall Mount Touch Screen, White Smooth	\$1,125.00
	1	<b>IPOINT LuxePort BaseStation (White)</b> LuxePort BaseStation (White)	\$350.00
	1	<b>IPOINT LuxePort Case iPad Pro 10.5" (White)</b> LuxePort Case iPad Pro 10.5" White	\$262.50
	1	<b>ISPACE ENVIRONMENTS AV Cabling &amp; Hardware</b> Stock Cables, connectors, hardware and job supplies.	\$600.00
	2	<b>LUXUL SW-100-08P</b> 8 Port Unmanaged PoE+ Switch	\$300.00
	2	<b>OWNER FURNISHED ~CEILING SPEAKER - OFE**</b> Owner Furnished - Owner Furnished ceiling speaker with 70.7v transformer.	
	1	<b>OWNER FURNISHED CREDENZA - OFE - OFE**</b> Owner Furnished - Owner Supplied Credenza for AV - Note: All required millwork by owner/others, coordinated with MSpace.	
	1	<b>OWNER FURNISHED DISPLAY - OFE**</b> Owner Furnished - Owner Furnished display	
	1	<b>OWNER FURNISHED PC - OFE**</b> Owner Furnished - PC	

	1	<b>OWNER FURNISHED POWER AMPLIFIER - 2-CHANNEL - OFE**</b> Owner Furnished - 2-channel power amplifier.	
	4	<b>QSC AD-S5T-WH</b> 5.25" Two-way surface mount speaker in white	\$728.00
	1	<b>SHURE MXW1/O</b> Hybrid bodypack transmitter	\$575.00 *
	1	<b>SHURE MXW2/BETA58</b> Handheld wireless transmitter with BETA58 microphone	\$560.00
	4	<b>SHURE MXW6/O</b> The Shure MXW6/O is a omni pattern boundary microphone transmitter compatible with Microflex™ Wireless Systems. All Microflex Wireless transmitters deliver pristine audio quality, intelligent wireless performance, encrypted transmission, and advanced rechargeability for conferencing and pr	\$2,180.00
	1	<b>SHURE MXWAPT8</b> 8 Channel access point transceiver	\$2,940.00 *
	1	<b>SHURE MXWNC8</b> Networked charging station - 8 port	\$1,640.00
	1	<b>VADDIO EasyIP 10 Camera - White</b> The EasyIP 10 Camera is an integral part of the EasyIP Ecosystem, an AV-over-IP solution for videoconferencing in small, medium and large conference rooms.	\$2,500.00 *
	1	<b>VADDIO EasyIP Ecosystem Base Kit</b> EasyIP Ecosystem Base Kit - White	\$3,410.00 *

## Project Administration

	QTY	DESCRIPTION	PRICE
	1	<b>iSpace Environments Project Administration</b> Shipping, handling, travel, mileage, and misc. job costs	\$446.00

**Project Subtotal: \$22,749.00**

## PRO SERVICES

Labor charges are based on the current Scope of Work (SOW) and discussed timeline. Changes to SOW and/or timeline may result in additional labor charges and travel fees. Delays due to construction are also subject to additional labor fees.

<b>Project Management Labor:</b>	<b>\$500.00</b>
<b>Design Labor:</b>	<b>\$500.00</b>
<b>Programming Labor:</b>	<b>\$3,360.00</b>
<b>Install Labor:</b>	<b>\$6,820.00</b>

# PROJECT SUMMARY

Equipment:	\$22,749.00
Pro Services:	\$11,180.00
Estimated Tax:	\$2,502.27
Project Total:	\$36,431.27

## Service Hub Care Packages

### Complete Care

Monthly \$283.00

- Full Equipment Coverage
- Priority On-Site Scheduling
- Advanced Parts Replacement
- Full Labor Coverage
- Preventative Maintenance
- Training

\* Monthly Care billed to corporate credit card

### Flex Care - One Year

100 Hours : \$10,000.00     40 Hours : \$5,000.00     20 Hours : \$3,000.00

\*Upon acceptance of a Care Package, additional terms and conditions will be provided.

Training Session and Training Manuals Only \$400

Decline Complete Care Coverage

\*iSpace waiver: By declining coverage I agree and understand that all labor repairs and/or replacement parts will be charged at iSpace current rates after the 90 day warranty period expires. The warranty period begins on the day of project sign-off. I also understand that applicable trip fees and shipping fees may apply.

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**Client:** Gael Zembal

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**Date**

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**Contractor** iSpace Environments

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**Date**

By signing this proposal, I acknowledge and agree to the terms & conditions included with this proposal on the following page.

# TERMS AND CONDITIONS

1. OFFER AND ACCEPTANCE - This proposal is subject to acceptance within 15 days unless otherwise specified on the document and is subject to the availability of the product listed. Clerical errors are subject to correction.
2. PAYMENT TERMS - The payment terms for iSpace Environments is 30 days from completion of your project.
3. DEPOSIT - A deposit of 50% is required on all orders of \$5,000 or more before the order is placed with the manufacturer(s).
4. DIFFERENT OR ADDITIONAL TERMS - iSpace Environments objects to the inclusion of any different or additional terms proposed by a buyer in his/her purchase order or other response to this offer, and if such different or additional terms are included in buyer's purchase order or other response, buyer's response will be considered as a counteroffer.
5. PRICE AND TERMS OF PAYMENT - Deposit and payment terms are as stated on the proposal. If construction delays result in a delay in installation, buyer is required to remit to iSpace Environments an additional payment in such an amount as to bring total payments to 90% of the contract price. Buyer may hold 4% retainage for incomplete installation. Title to the merchandise passes to the Buyer when the full purchase price and all other charges under this agreement are paid in full. Client agrees to allow iSpace Environments to file a financing statement indicating collateral as "All product and service listed in proposal". In the event of any default in payment, iSpace Environments has the right of repossession of all merchandise.
6. TAXES - Product and service prices do not include sales taxes. Sales taxes will be included upon invoicing unless Buyer provides an exemption certificate with order.
7. CANCELLATIONS & CHANGES - Merchandise ordered can only be cancelled with the consent of iSpace Environments and is subject to a restocking fee.
8. RETURNS - Special order merchandise may be returned only if damaged in shipping. Damaged merchandise will be repaired to the satisfaction of Buyer or replaced.
9. DELIVERY & INSTALLATION - Buyer is responsible for any loss or damage at the job site(s) caused by weather, other trades or fire. Buyer assumes responsibility for the following costs:
  1. Special packaging & handling
  2. Overtime premiums on weekend or evening deliveries and installations
  3. Costs caused by job-related delays such as job-site availability (elevator or construction delays) not under control of iSpace Environments
  4. Prevailing wage or union labor and related benefits in excess of iSpace Environments' normal rates
  5. Security and Insurance for product delivered to site
  6. Installation of any power feeds or communication cables, as these are specifically excluded from this proposal
10. WARRANTY - iSpace Environments hereby assigns to Buyer all assignable warranties of the manufacturer of the products sold under this agreement. iSpace Environments shall not be liable for any incidental, special or consequential damages resulting from defects or non-conformity. iSpace Environments makes no warranty of any kind, express or implied, written or oral, and expressly disclaims any implied warranty of merchantability or fitness for a particular purpose. There are no warranties which extend beyond the description in this proposal, and iSpace Environments neither assumes nor authorizes any person to assume for it any other liability. NOTE: Original packaging must be saved in the event that a warranty return is needed. iSpace Environments assumes no responsibility on voided manufacturer warranties due to the loss of original packaging.