

Vision96 – Wheaton Park District Statement Of Work 16-002

This is a TIME AND MATERIALS Statement of Work and all work is client directed.
There is a Cost Cap at \$10,575.00.

RESOURCE: – Project Manager

RATE: \$75 PER HOUR

WORK SCOPE:

Provide a Project Management Resource for the implementation of new Wide Area Network services. Estimated timeline is sixteen weeks with a targeted completion in June. Start date is contingent on contractual completion of Wide Area Network services and scheduled Kick-Off of project. Completion date is contingent upon ability to install services, telecommunications construction process, as needed and yet to be defined.

SERVICES PROVIDED:

One Project Manager to lead daily activities in support of the Wide Area Network changes. This role will be responsible for overall project management, communication, risk and issue identification/remediation and change control between the client and wide area network provider. The project manager will also be responsible for coordination with WPD stakeholders, and pertinent project vendors. The project manager will hold weekly project team status calls and will provide written weekly status reports. The project manager will create the following documentation in support of the initiative

- 1) Project Plan/Detailed task plan
- 2) Communications Plan
- 3) Risk/Issues Log
- 4) Change Control Log
- 5) Weekly status report

Function	Task	Low Estimate (hours)	High Estimate (hours)
Documentation	Project Charter	2	2
	Stakeholder Register	2	2
	Communications Plan	1	2
	Risk/Issues Log	1	2
	Change Control Log	1	2
	Detailed Task Plan Creation	16	20
	Weekly Status Reporting	8	16
Project Management	Project Management (12-18 hrs/site*11 sites)	110	165
Total (estimated)		141	211

Vision96 – Wheaton Park District Statement Of Work 16-002

Proposal Assumptions:

1. Wide Area Network vendor contract is executed prior to project start.
2. There may be unknown telecommunications construction that causes sites to be delivered outside of this expected window. Construction delays usually occur with Fiber delivery due to extended third parties outside of contracted vendor control. Examples include city permitting, etc.

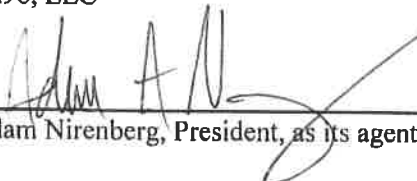
ESTIMATED TOTAL COST: \$10,575.00

COST CAP: Work will be completed on a T&M basis. V96 estimates this project as described above will take approximately 141-211 billable hours. Vision96 will only bill for the hours utilized and will report on weekly hours used. In the event we finish project in less then the scoped hours only hours worked will be invoiced. Cost Cap is \$10,575.00 in the event hours exceed 141.

Note: Wheaton will provide V96 with access to all related contact and project information.

Submitted: Vision96, LLC

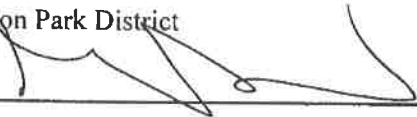
By:


Adam Nirenberg, President, as its agent

Date Signed 3/17/2016

Approved: Wheaton Park District

By:



Exec Dir, as its agent Date Signed 3/17/16