



# Tahoe-Truckee Unified School District

RFP 25-106

Form 470 # 250001399

1/8/2025

**Funding Year 2025-2026**

COPY



**CDW Government LLC  
230 N. Milwaukee Ave.  
Vernon Hills, IL 60061**



1/8/2025

Tahoe-Truckee Unified School District  
11603 Donner Pass Rd  
Truckee, CA, 96161

**RE: CDW Government's Response to Tahoe-Truckee Unified School District's Tahoe YR28, 470# 250001399, RFP 25-106**

Dear Todd Rivera,

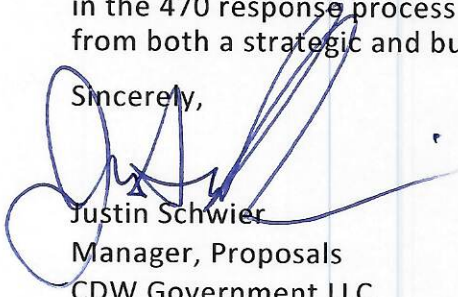
Tahoe-Truckee Unified School District is seeking to identify a reliable and experienced IT partner capable of managing your E-Rate initiative. Our response demonstrates CDW Government's unique ability to contribute to the overall success of this initiative.

CDW Government LLC (CDW•G) is a global systems integrator, impacting 75 million students across 34 countries. With over 30 years of experience, we are a trusted partner to more than 15,000 school districts nationwide. Benefits of partnering with us include:

- **History of Success:** CDW•G is a leading E-Rate provider with extensive experience and expertise in supporting K-12 customers since 1998. To date we have managed more than 19,550 E-Rate projects for schools and libraries nationwide.
- **Strong Partnerships:** We maintain strong relationships with more than 1,000 vendor partners to provide the best products, services, and support to our customers, including leading networking partners well-versed in Internal Connections (IC).
- **In-House Expertise:** We can support you on your E-Rate journey from beginning to end with our dedicated in-house resources and technical experts. Our E-Rate teams ensure contract compliance and expert handling of specialized E-Rate invoicing, as well as offer expert advice. Additionally, our presales IT specialists, can provide you with invaluable, ongoing consult.
- **Dedicated Account Team:** With CDW•G, you are supported by a highly trained and experienced account team, including a dedicated account manager, who serves as your primary point of contact, and is responsible for coordinating all your needs.

Please contact your Account Manager, **Anthony Dierickx**, at **(312) 705-4061** or **anthdie@cdwg.com** with any questions. We thank you for the opportunity to participate in the 470 response process and are confident you will find our response advantageous from both a strategic and budgetary standpoint.

Sincerely,



Justin Schwier  
Manager, Proposals  
CDW Government LLC

# Bid Documents and Forms

# Cost Proposal

RFP 25-106

**Responder Company Name:** Justin Schwier  
**Responder Name:** CDW Government LLC  
**Responder Title:** Manager Proposal Teams  
**Responder SPIN:** 143005588  
**Responder Phone:** (312) 7058919

Service provider must determine Erate eligibility percentage as well as category of service, I/C or BM.

The District's eligible UPS Equipment includes (or equivalent):							
Description	Part #	QTY	Unit Price	Extended Cost	Erate % Eligible	I/C	B/M
Eaton UPS replacement batteries	EBP-1611	23	\$282.33	\$6,493.59	100%	x	
Eaton UPS replacement batteries	EBP-1613	10	\$344.46	\$3,444.60	100%	x	
Eaton UPS replacement batteries	EBP-1616	9	\$434.27	\$3,908.43	100%	x	
Eaton UPS replacement batteries	EBP-1803	12	\$438.58	\$5,262.96	100%	x	
Sub Total				\$19,109.58			
Taxes				\$1,624.32			
Shipping				\$0			
Grand Total				\$20,733.90			

**Proposers are permitted to propose optional services not specifically requested by the District as part of the RFP, however the District shall be under no obligation to consider, nor adopt, any such services.**

**Responding to Request For Proposal No. 25-106 due January 8, 2025 before 3:00 PM**

**RFP Form**

RFP 25-106

Tahoe Truckee Unified School District  
11603 Donner Pass Road  
Truckee, California 96161

To: Superintendent and Members of the Board of Education

The undersigned, doing business under the full and complete legal Responder name as set forth below, having examined the Notice to Responders, RFP Instructions, Scope of Work & Requirements, General Conditions, Agreement and all other documents forming a part of the RFP package for the above-referenced RFP, hereby proposes to perform the Agreement, including all of its component parts, and to furnish all materials called by them for the entire order for the prices set forth in the documents contained in said RFP package. The entire RFP Package is submitted, together with this RFP Form.

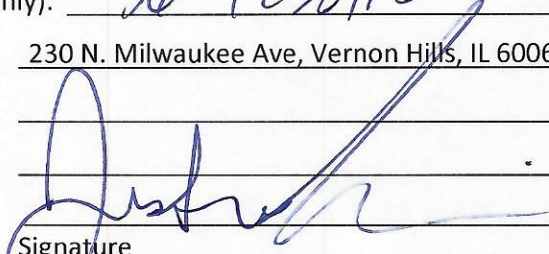
Name of Company: CDW Government LLC

Legal Status (i.e., sole proprietorship, partnership, corporation): Corporation

Tax I.D. Number (Sole Proprietorship Only): 36-4230110

Address: 230 N. Milwaukee Ave, Vernon Hills, IL 60061

Authorized Representative:



Signature

Justin Schwier

Name (Print or Type)

Manager Proposal Teams

Title

1/2/25

Date

( 312 ) 705-8919

Phone

(          )         

Fax

jusschw@cdw.com

E-mail address



**Letter of Agreement - RFP 25-106**

Pursuant to the terms of Tahoe Truckee Unified School District's RFP # 25-106 for UPS Equipment, (Name of Company) CDW Government LLC's response to RFP #25-106 dated (mm/dd/yyyy) \_\_\_\_\_, (Name of Company) CDW Government LLC will provide the equipment and services per RFP # 25-106 effective the date of issuance of Tahoe Truckee Unified School District Purchase Order(s).

(Name of Company) CDW Government LLC and Tahoe Truckee Unified School District acknowledge that this agreement is for E-Rate eligible products and services, which are contingent on funding by the School and Libraries Division of USAC/FCC and the Tahoe Truckee Unified School District for E-Rate Year 2025 (Year 28), and Tahoe Truckee Unified School District Board of Education approval.

The Tahoe Truckee Unified School District (District) reserves the right to terminate the referenced Request for Proposal (RFP) and all documents associated with the Request for Proposal, including but not limited to this Letter of Agreement, in its sole discretion at any time, with or without cause, upon written notice to the other party. In the event of termination, notice shall be deemed served on the date of mailing and shall be effective immediately. The District shall not be responsible for any costs to Bidder prior to termination.

Tahoe Truckee Unified School District

CDW Government LLC

(Name of Company)

Authorized Representative Signature

*Justin Sattler*  
Authorized Representative Signature

Date: \_\_\_\_\_

Date: 11/21/25

Name: Kerstin Kramer

Name: Justin Sattler

Title: Superintendent Chief Learning Officer

Title: Manager - Proposals

Address: 11603 Donner Pass Road  
Tahoe, CA 96161

Address: 230 N. Milwaukee Ave, Vernon  
Hills, IL 60061

Email: kkramer@ttusd.org

Email: Anthdill@cdwg.com

Phone: (530) 582- 2550

Phone: 312-705-4069

# Fingerprint Certification

RFP 25-106

## Responder Certification

I, Justin Schwier, am an authorized representative of/doing business as (Name of Responder/consultant) CDW Government LLC, and hereby certify that, pursuant to Education Code Section 45125.1, this business entity has conducted the required criminal background check(s) of all its employees who may have contact with District pupils or unsupervised access to any District campus of the Tahoe Truckee Unified School District on behalf of this business entity, and that none of those persons have been reported by the Department of Justice as having been convicted of a serious or violent felony as specified in Penal Code Sections 667.5(c) and/or 1192.7(c).

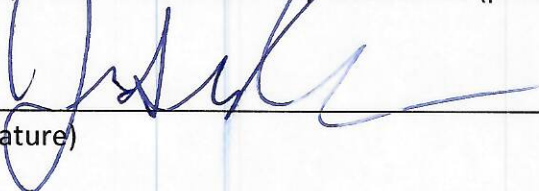
Failure to comply with these terms or permitting unsupervised access by an employee whose name has not been cleared by DOJ as certified by the Contractor shall constitute grounds for termination of this Agreement.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed this 2<sup>ND</sup> day of January 2025, in Chicago, Cook County, Illinois California.

CDW Government LLC  
Name of Responder/Consultant (please print)

Justin Schwier / Manager Proposal Teams  
Name/Title of Authorized Representative (printed)

  
(Signature)

# Statement of Non-Conflict of Interest

RFP 25-106

The Responder hereby warrants that he or she has no business or financial interests that are in conflict with his or her obligations to the District and further agrees to disclose any such interest which may be acquired during the life of an agreement with the District. The Responder also certifies that it and its members are not, officers, agents, or employees of the District, nor have they been since January 1, 2001.



Signature

Justin Schwier  
Printed Name

Manager Proposal Teams  
Title

CDW Government LLC  
Responder

1/2/25  
Date



# Insurance Acknowledgement

RFP 25-106

## Notice to Bidders regarding Indemnity and Insurance Requirements

### Summary of Indemnification and Insurance Requirements:

1. These are the Indemnity and Insurance Requirements for Contractors providing services or supplies to Tahoe Truckee Unified School District (Buyer). By agreeing to perform the work or submitting a proposal, you verify that you comply with and agree to be bound by these requirements. If any additional Contract documents are executed, the actual Indemnity language and Insurance Requirements may include additional provisions as deemed appropriate by Buyer.
  2. You should check with your Insurance advisors to verify compliance and determine if additional coverage or limits may be needed to adequately insure your obligations under this agreement. These are the minimum required and do not in any way represent or imply that such coverage is sufficient to adequately cover the Contractor's liability under this agreement. The full coverage and limits afforded under Contractor's policies of Insurance shall be available to Buyer and these Insurance Requirements shall not in any way act to reduce coverage that is broader or includes higher limits than those required. The Insurance obligations under this agreement shall be: 1—all the Insurance coverage and limits carried by or available to the Contractor; or 2—the minimum Insurance requirements shown in this agreement, whichever is greater. Any insurance proceeds in excess of the specified minimum limits and coverage required, which are applicable to a given loss, shall be available to Buyer.
  3. Contractor shall provide Buyer with Certificates of Insurance including all required endorsements and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to Buyer before work begins. Buyer reserves the right to require full-certified copies of all Insurance coverage and endorsements.
- I. Indemnification & Insurance:  
Contractor shall be an independent contractor and not an agent or employee of District under this Agreement. Contractor shall be responsible for any damage, loss, or other claim arising out of the performance of its services under this Agreement.

Prior to commencement of services and during the life of this Agreement, Contractor shall provide the District with a current certificate or policy evidencing its professional general liability insurance coverage in a sum not less than \$1,000,000 per occurrence, and such certificate or policy shall name the District as an additional insured.

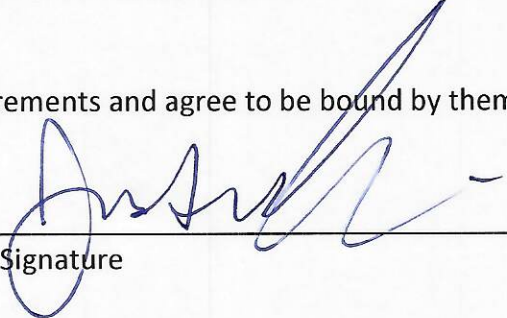
To the fullest extent allowed by law, Contractor shall defend, indemnify, and hold harmless District, its directors, officers, agents, employees, and guests against any claim or demand arising from any actual or alleged act, error, or omission by Contractor or its directors, officers, agents, employees, volunteers, or guests arising

from Contractor's duties and obligations described in this Agreement or imposed by law.

To the fullest extent allowed by law, District shall defend, indemnify, and hold harmless Contractor, its directors, officers, agents, employees, and guests against any claim or demand arising from any actual or alleged act, error, or omission by District or its directors, officers, agents, employees, volunteers, or guests arising from District's duties and obligations described in this Agreement or imposed by law. Contractor is not an employee of the District and District shall not indemnify Contractor in any such claim.

Contractor shall be responsible for carrying its own workers' compensation insurance and health and welfare insurance. District shall not withhold or set aside income tax, Federal Insurance Contributions Act (FICA) tax, unemployment insurance, disability insurance, or any other federal or state funds whatsoever. It shall be the sole responsibility of the Contractor to account for all of the above and Contractor agrees to hold District harmless from all liability for these taxes.

I have read and understand the above requirements and agree to be bound by them for any work performed for the Buyer.

  
\_\_\_\_\_  
Signature

Justin Schwier  
\_\_\_\_\_  
Printed Name

Manager Proposal Teams  
\_\_\_\_\_  
Title

CDW Government LLC  
\_\_\_\_\_  
Responder

1/2/25  
\_\_\_\_\_  
Date

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# Pricing Offer and E-Rate Purchase Agreement

Upon award, to facilitate contract execution with our countersignature, please sign the enclosed E-Rate agreement and send to [anthdie@cdwg.com](mailto:anthdie@cdwg.com) and [470award@cdwg.com](mailto:470award@cdwg.com).

Before the Services are to be performed, CDW•G will provide a Statement of Work (SOW) detailing the exact scoping and pricing of the services to be provided, which will be executed by both parties prior to the start of services. The SOW will reflect the terms and conditions as negotiated between the parties during the bidding and contracting process.

This E-Rate Customer Purchase Agreement (this “Agreement”) is entered into the date the contract is signed, and effective on April 1, 2025 (“Effective Date”) and is made by and between CDW Government LLC an Illinois limited liability corporation with an office at 230 N. Milwaukee Ave., Vernon Hills, Illinois 60061 (“Seller”), and Tahoe-Truckee Unified School District a non-profit school or library eligible for Universal Service funding, as defined below.

<b>E-Rate Contract Number</b>	135353	<b>Spin #</b>	143005588
<b>E-Rate Funding Year</b>	<b>2025</b>	<b>FCC Registration #</b>	0012123287
<b>Customer</b>	Tahoe-Truckee Unified School District 11603 Donner Pass Rd Truckee, CA, 96161	<b>Seller</b>	CDW Government LLC 230 N. Milwaukee Avenue Vernon Hills, IL 60061
<b>Effective Date</b>	April 1, 2025	<b>Quoted Items (see exhibit 1)</b>	<b>470# 250001399</b>

## 1. DEFINITIONS

As used in the Agreement, the following terms shall have the meanings set forth below:

- A. “Universal Service Administrative Co.” or “USAC” – The not for profit organization designated by the U.S. Federal Communications Commission (“FCC”) to administer and ensure compliance with the Universal Services Fund.
- B. “SLP” - The Schools and Libraries Program of the Universal Service Fund, which includes the E-Rate Program and that is administered by USAC under the direction of the FCC.
- C. “E-Rate” – The education rate funding program that is a part of SLP that provides discounts to keep students and library patrons connected to broadband and voice services and which is one of the programs that form the Universal Service Program.
- D. “Funding Commitment Decision Letter” or “FCDL” – A letter that a Customer receives from USAC which indicates the applicable discount amount for a specific funding year.
- E. “Products” – E-Rate eligible products or services that include computer related hardware but are not limited to caching servers, routers, switches, wireless access points, installation, and warranty maintenance and other items which are eligible for E-Rate discounts in accordance with the rules issued by USAC.
- F. “Funding Year” – The specific calendar period, as defined by the SLP, during which the Customer is approved for funding or discounts on Products. FY 2025 is in reference to the program year.

## 2. TERMS AND CONDITIONS

All orders submitted to Seller by Customer for Products under this Agreement are subject to the terms and conditions of the Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT) Contract, unless otherwise stated herein in the Agreement.

### 3. PURCHASE AUTHORIZATIONS

#### A. E-Rate Status

- i. Customer represents and warrants that it qualifies as eligible under the SLP to receive E-Rate funding.
- ii. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THIS AGREEMENT, WHEN EXECUTED, CONSTITUTES A CONTRACT AS REQUIRED BY FCC.

#### B. E-Rate Purchases

- i. Customer represents and warrants that all purchases made under this Agreement shall be for its own use and that it is eligible to receive E-Rate funding as specified by USAC.
- ii. IN ACCORDANCE WITH FCC REQUIREMENTS, THE CUSTOMER SHALL SUBMIT A COMPLETED AND SIGNED FCC FORM 486 TO USAC The Form 486 shall be approved by USAC prior to order placement with Seller. See Payment Terms for details.

### 4. ORDERING AND ASSISTANCE

#### A. Ordering

Purchase orders shall be submitted through electronic means (email, electronic data interchange (EDI), etc.) directly to Customer's dedicated account manager. Alternatively, if a copy must be sent via mail, common courier, etc., please reach out to your account manager for the appropriate mailing address.

#### B. Other Requirements

- i. All purchase orders shall include 1) a contact name; 2) phone number; 3) purchase order number; 4) CDW Part Number and OEM Part Number; 5) Product description; 6) original and discounted Product price 7) percentage Customer owes and percentage SLP owes (if applicable) 8) ship to location; 9) bill to location; 10) BEAR or SPI Order; and 11) FCC Form 471 and Funding Request Number (FRN) number for each part number. SEPARATE PURCHASE ORDERS SHALL BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS SHALL BE SUBJECT TO ACCEPTANCE BY SELLER.
- ii. If the Customer is unable to commit the full purchase order amount, any balance remaining that was not funded or approved for payment by USAC will be the responsibility of the Customer. The Customer must add the following language to its purchase order:

“The total cost of this purchase order is \$ \_\_\_\_\_. The E-Rate portion is \$ \_\_\_\_\_, and is committed by USAC. If there is any reduction or denial of payment with the E-Rate portion, Tahoe-Truckee Unified School District accepts full responsibility for the cost of this purchase, \$ \_\_\_\_\_.”

- iii. Should Customer choose to add Product or make substitutions to the Products originally sought, following USAC's funding decision, Customer agrees it will be responsible for the amounts owed for the added or substituted Products in excess of its committed funding from USAC.
- iv. Customer must complete installation of Products ordered pursuant to this Agreement within thirty (30) days of delivery. In the event Customer, or a third party hired by Customer to complete the installation, fails to install the Products within the timeframe provided herein, the Parties acknowledge and agree that Customer will begin to accrue interest on the amounts owed for such Products in an amount of one and one-half percent (1.5%) per month, or the maximum rate permitted by applicable law.

### C. Assistance with Order

- i. Customer may call 1-800-328-4239 to get assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are inconsistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall not be valid, are considered null and void and shall not be applicable to or binding on Seller.
- ii. FOR PRODUCTS WHICH ARE DISCONTINUED AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BY SELLER BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO OFFER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE, IF AVAILABLE, UPON SLP'S APPROVAL OF THE PRODUCT SUBSTITUTION. ANY INCREASE IN PRICE THAT CANNOT BE ABSORBED BY THE SELLER WILL BE THE RESPONSIBILITY OF Tahoe-Truckee Unified School District.

## 5. PRICE AND PAYMENT TERMS

- i. Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
- ii. Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable laws and regulations.

### A. Price

The Price shall be as set forth on the Customer's quote from Seller and which is in the form attached hereto as Exhibit I, and as amended from time to time. All prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer.

### Payment Terms

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CDW Government LLC

SPIN #143005588

1/8/2025

To the extent allowable, all information and documents hereby submitted in response to FCC 470# 250001399 furnished by Tahoe-Truckee Unified School District are the Proprietary and Confidential property of CDW Government LLC ("CDW•G").

© CDW Government LLC 2024

- i. All payments, regardless of method, shall be submitted to “Accounts Receivable,” please contact your account manager for payment method options.
- ii. CUSTOMER MAY EITHER WAIT TO PLACE AN ORDER PRIOR TO OR AFTER RECEIPT OF ITS FCDL. IN THE EVENT THAT CUSTOMER PLACES AN ORDER PRIOR TO RECEIPT OF THE FCDL, CUSTOMER SHALL BE RESPONSIBLE FOR PAYMENT OF THE ENTIRE PURCHASE PRICE WITHOUT REGARD TO SLP FUNDING.
- iii. Customer must choose one of the following payment methods. However, Customers that choose to order Products prior to receiving their FCDL must follow the BEAR payment method.

**Form 474 Service Provider Invoice (SPI) Method**

Seller will invoice the Customer for the Product price, as set forth on the Product quote, net of the FCDL amount. Customer shall be responsible for making payment within thirty (30) days from date of invoice. There must be an approved FCC Form 486 prior to placing the SPI order.

**Form 472 Billed Entity Applicant Reimbursement (BEAR) Method**

Seller will invoice Customer, upon Product shipment, for the total purchase price without regard to any SLP funding applied to that purchase price for the Products. Customer shall pay the invoiced amount within thirty (30) days from the date of invoice.

- iv. Seller accepts BEAR orders beginning April 1 before the beginning of the Funding Year. Seller accepts SPI orders beginning July 1 of the Funding Year when Customer has received its FCDL and completed the FCC Form 486, Seller DOES NOT accept SPI orders before July 1 of the Funding Year, or prior to the Form 486 approval by USAC.

## 6. NON-ASSIGNABILITY AGREEMENT

Customer shall not assign or otherwise transfer its rights or delegate its obligations under this Agreement without Seller’s advance written consent. Any attempted assignment, transfer or delegation without such consent shall be void.

The term of this Agreement shall commence on April 1, 2025 (“Effective Date”) and be valid through the later of the Funding Year 2025 or 9/30/2026.

- i. Seller may terminate this Agreement at any time for any reason upon thirty (30) days prior written notice to the Customer.

Customer may terminate this Agreement or withdraw an order upon written notice to Seller if: (a) funds are not appropriated to Customer under this program, or (b) Customer’s School Board rejects this Agreement (“Termination Notice”). In the event that Customer terminates this Agreement due to non-appropriation of funds,

or termination for convenience, then Seller may immediately cease performance. However, the Customer shall remain liable for any Products that have shipped or services, already provided, or have been subscribed or purchased prior to Seller’s receipt of the Termination Notice. Customer shall also be responsible for any of Seller’s out-of-pocket costs arising as a result of any such termination.

- ii. In the event Customer receives an extension of funding from SLP, Customer will notify Seller in writing and the parties may agree to execute an amendment to extend this Agreement.

**7. NOTICES**

All notices and other communications required or permitted under this Agreement shall be served in person or sent by U.S. mail, Federal Express, or equivalent carrier to the party’s address listed above

**8. GENERAL**

If any term or provision herein is determined to be illegal or unenforceable, the validity or enforceability of the remainder of the terms or provisions herein will remain in full force and effect.

**9. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between Seller and Customer and supersedes and replaces any and all previous and contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding transactions hereunder. No provision of this Agreement may be waived or modified except by an amendment signed by an authorized representative of each party.

**10. GOVERNING LAW**

This Agreement will be governed by the laws of CA, without regard to conflicts of law rules. Any litigation will be brought exclusively in a federal or state court located in the state or commonwealth where Customer’s location identified above, and the parties consent to the jurisdiction of the federal and state courts located therein, submit to the jurisdiction thereof. The parties further consent to the exercise of personal jurisdiction.

**11. DOCUMENT RETENTION**

All documents related to this Agreement will be kept on file by both parties for a period of ten (10) years after the project completion in accordance with the rules of the SLP.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement the day and year first above written.

**CDW Government LLC**

**Tahoe-Truckee Unified School District**

\_\_\_\_\_  
*(Authorized Signature)*

\_\_\_\_\_  
*(Authorized Signature)*

CDW Government LLC

SPIN #143005588

1/8/2025

To the extent allowable, all information and documents hereby submitted in response to FCC 470# 250001399 furnished by Tahoe-Truckee Unified School District are the Proprietary and Confidential property of CDW Government LLC (“CDW•G”).



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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\* Upon award, to facilitate contract execution with our countersignature, please sign the enclosed E-Rate agreement and send to anthdie@cdwg.com and [470award@cdwg.com](mailto:470award@cdwg.com)**

## **EXHIBIT I – Pricing Offer**



Thank you for choosing CDW. We have received your quote.

Hardware    Software    Services    IT Solutions    Brands    Research Hub

# QUOTE CONFIRMATION

**SERGIU BALINT,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PFRN223	12/9/2024	ERATE FY25 EATON	1998793	<b>\$20,733.90</b>

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Eaton Internal Replacement Battery Cartridge (RBC)</a> Mfg. Part#: EBP-1613 Contract: Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT)	10	7693311	\$344.46	\$3,444.60
<a href="#">Eaton Internal Replacement Battery Cartridge (RBC)</a> Mfg. Part#: EBP-1616 Contract: Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT)	9	7743874	\$434.27	\$3,908.43
<a href="#">Eaton 9PX Battery Pack - UPS battery - VRLA - TAA Compliant</a> Mfg. Part#: EBP-1803 Contract: Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT)	12	7628117	\$438.58	\$5,262.96
<a href="#">Eaton - UPS battery - VRLA - TAA Compliant</a> Mfg. Part#: EBP-1611 Contract: Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT)	23	8190347	\$282.33	\$6,493.59

<b>SUBTOTAL</b>	\$19,109.58
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$1,624.32
<b>GRAND TOTAL</b>	<b>\$20,733.90</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> TAHOE-TRUCKEE UNIFIED SCHOOL DIST ACCTS PAYABLE 11603 DONNER PASS RD TRUCKEE, CA 96161-4953 <b>Phone:</b> (530) 582-2500 <b>Payment Terms:</b> ERATE QUOTES ONLY	<b>Shipping Address:</b> TTUSD WAREHOUSE SERGIU BALINT 11603 DONNER PASS RD TRUCKEE, CA 96161-4953 <b>Shipping Method:</b> UPS Ground (2-3 days)

**Please remit payments to:**

CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515



**Sales Contact Info**

**Anthony Dierickx** | (866) 253-1092 | [anthdie@cdwg.com](mailto:anthdie@cdwg.com)

**Need Help?**



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at  
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

© 2024 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

# SERVICES PROPOSAL

## PROJECT FUNDAMENTALS

<b>Project Name:</b>	UPS Battery Replacement Services 5x8	<b>Requested By (Sales):</b> Stacy Goodman 916-216-5196 sgoodman@cdw.com
<b>Customer Name:</b>	Tahoe-Truckee Unified School District	
<b>Provider Name:</b>	Sacramento Computer Power, Inc.	
<b>CDW Affiliate:</b>	CDW Logistics, Inc.	<b>Submitted By (SA/ISA):</b> Jeff Geiger Opp #: 6506
<b>Effective Date:</b>	December 9, 2024	
<b>Version:</b>	1.0	

## CUSTOMER-DESIGNATED LOCATIONS

Location(s)	Service(s)		
Tahoe-Truckee Unified School District 11603 Donner Pass Rd. Truckee, CA 96161	<input type="checkbox"/> Assessment <input type="checkbox"/> Configuration <input type="checkbox"/> Design <input checked="" type="checkbox"/> Implementation	<input type="checkbox"/> Knowledge Transfer <input checked="" type="checkbox"/> Project Management <input type="checkbox"/> Reconfiguration <input checked="" type="checkbox"/> Reinstallation	<input type="checkbox"/> Staff Augmentation <input type="checkbox"/> Support <input type="checkbox"/> Training <input type="checkbox"/> Custom Work

## LIST OF ALL SITES

District Office	11603 Donner Pass Road, Truckee, CA 96161
Alder Creek Middle School	10931 Alder Drive, Truckee, CA 96161
Cold Stream Alternative	11661 Donner Pass Road, Truckee, CA 96161
Truckee River Program	10010 Estates Drive, Truckee, CA 96161
Donner Trail Elementary	52755 Donner Pass Road, Kingvale, CA 95728
Glenshire Elementary	10990 Dorchester Drive, Truckee, CA 96161
Kings Beach Elementary	8125 Steelhead Ave., Kings Beach, CA 96143
North Tahoe High School	2945 Polaris Road, Tahoe City, CA 96145
North Tahoe Middle School	2945 Polaris Road, Tahoe City, CA 96145
Sierra Continuation High School	11661 Donner Pass Road, Truckee, CA 96161
Tahoe Lake Elementary	375 Grove Street, Tahoe City, CA 96145
Truckee Elementary	11911 Donner Pass Road, Truckee, CA 96161
Truckee High School	11725 Donner Pass Road, Truckee, CA 96161
Transportation Maintenance Office	12485 Joerger Dr, Truckee, CA 96161
Warehouse & Maintenance	11643 Donner Pass Road, Truckee, CA 96161
Rideout Community Center	740 Timberland Lane, Tahoe City, CA 96145

## PROJECT SCOPE

Subject to the other provisions of this SOW, Provider will perform the following services:

- Receive (54) new Eaton Battery Kits at Sacramento Computer Warehouse in Sacramento, CA.
- Delivery of (54) new Eaton Battery Kits to (16) Tahoe-Truckee USD sites.
- Removal & proper recycling of up to (54) Eaton 9PX Battery Kits.
- Installation of (23) Eaton EBP-1611 Battery Kits, (10) Eaton EBP-1613 Battery Kits, (9) Eaton EBP-1616 Battery Kits, and (12) Eaton EBP-1803 Battery Kits at (16) Tahoe-Truckee USD sites.

- All work to be completed during regular school hours.
- Standard Wage rates for Installation services (not Prevailing Wage).

Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

## PROVIDER RESPONSIBILITIES

Provider is responsible for the following:

1. Review existing documentation of the Tahoe-Truckee Unified School District.
2. Coordinate site access with Customer personnel.
3. Help facilitate periodic conference calls with Customer and CDW personnel to discuss project progress and remediate any issues causing delays.
4. Project Manager included.

## CUSTOMER RESPONSIBILITIES

Customer is responsible for the following:

1. Provide a bill of materials for each specific closet.
2. Provide dates and times when the scheduled work can be performed.
3. Provide drawing of closet locations within each District site.
4. Provide onsite contact for each District site.
5. Provide access to all rooms/closets that require installation of new Battery Kits.
6. Provide details on least obstructed path to bring equipment in/out of each closet.
7. Provide secure area to park SacPower work vehicles at District site.

## PROJECT ASSUMPTIONS

1. Customer is able to provide access to IDF & MDF rooms during preferred work hours.

## OUT OF SCOPE

Tasks outside this SOW include, but are not limited to:

1. Providing any of the equipment to be installed.

## ITEM(S) PROVIDED TO CUSTOMER

Table 1 – Item(s) Provided to Customer

Item	Description	Format

## PROJECT SCHEDULING

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

## TOTAL FEES

The total fees due and payable under this SOW (“**Total Fees**”) include both fees for Seller’s performance of work (“**Services Fees**”) and any other related costs and fees specified in the Expenses section (“**Expenses**”). Unless otherwise specified, taxes will be invoiced but are not included in any numbers or calculations provided herein.

Seller will invoice for the Total Fees.

## SERVICES FEES

Services Fees hereunder are FIXED FEES, meaning that the amount invoiced for the Services will be \$11,175.00.

The invoiced amount of Services Fees will equal the amount of fees applicable to each completed project milestone, as specified in Table 2.

Table 2 – Services Fees

<b>Project Milestones</b>	<b>Percentage</b>	<b>Fees</b>
Battery Replacement Services for (54) UPS units at 16 District Sites	100.0%	\$11,175.00
<b>Totals</b>	<b>100%</b>	<b>\$11,175.00</b>

## EXPENSES

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

The parties agree that there will be no travel required for this project.

If an additional exhibit is necessary, insert it here, either by customizing the sample building block provided through this dropdown or selecting this orange swath and pasting in the content. If no additional exhibit is necessary, delete this section.

## NOT FOR SIGNATURE

THIS DOCUMENT IS A DRAFT INTENDED ONLY FOR USE IN THE REVIEW OF TEXT APPLICABLE TO A POSSIBLE SERVICES ENGAGEMENT. IT DOES NOT CONSTITUTE A CONTRACT OR A PROPOSAL FOR A CONTRACT. THE CONTENT OF THIS DOCUMENT, AS IT MAY BE NEGOTIATED BY THE PARTIES, IS INTENDED TO BE INCORPORATED INTO A STATEMENT OF WORK, WHICH WILL INCLUDE OTHER PROVISIONS AND WHICH WILL BE GOVERNED BY ADDITIONAL TERMS AND CONDITIONS. A PARTY’S SIGNATURE OR OTHER INDICATION OF APPROVAL ON OR RELATED TO THIS DOCUMENT SHALL HAVE NO BINDING OR CONTRACTUAL EFFECT.

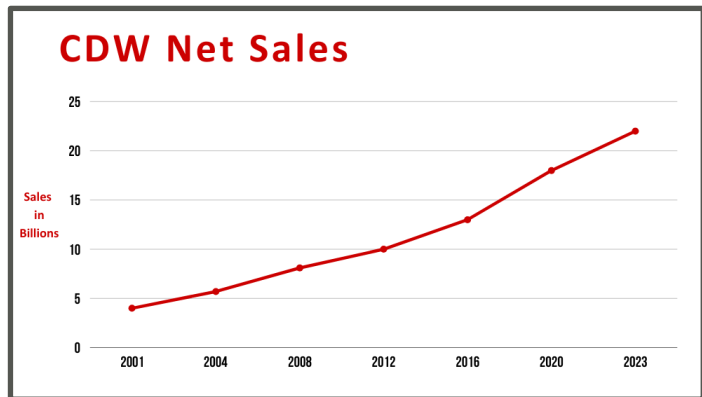
# CDW Government Overview

CDW QUICK FACTS	
HQ	Vernon Hills, IL
2023 Net Sales	\$21B
Coworkers	15,100
U.S. Offices	43
Customers	250,000+
2023 Fortune 500 Rank	166

CDW Government LLC (CDW•G) is the wholly owned subsidiary of CDW LLC, a leading multi-brand technology solutions provider to corporate and public sector customers in the U.S., U.K., and Canada. Founded in 1984, CDW currently employs 15,100 coworkers worldwide. Our broad array of offerings ranges from discrete hardware and software products to integrated IT solutions. We provide our products and solutions through our sales and service delivery teams, who are broken down by segment, and further organized into geographic regions. We have an expansive network of offices near major cities and a large team of customer-facing coworkers - including field sellers, technology specialists, and advanced delivery engineers - across the country.

Products and Partnerships	Total E-Rate Solutions
<p>More than 100,000 products from more than 1,000 vendors including leading networking OEMs such as: APC, Cisco, Cradlepoint, Extreme, Fortinet, HP Aruba, IBM, Juniper, Kajeet, Leibert, Palo Alto, Rukus, and more.</p>	<ul style="list-style-type: none"> <li>▪ <b>Category One</b> <ul style="list-style-type: none"> <li>○ Bus Wi-Fi</li> <li>○ Wireless Hot Spots</li> </ul> </li> <li>▪ <b>Category Two</b> <ul style="list-style-type: none"> <li>○ Internal Connections</li> <li>○ Basic Maintenance of Internal Connections</li> <li>○ Managed Internal Broadband Services</li> </ul> </li> </ul>

Our sustainable growth and continued financial stability serve to assure Tahoe-Truckee Unified School District that we are here to stay and can support you through the life of this contract and beyond. Of note, CDW is number four on CRN’s 2023 Solution Provider 500 list that ranks the top integrators, service providers, and IT consultants in North America by





services revenue.

## K-12 Education Expertise

CDW•G helps schools leverage technology to achieve great educational outcomes. With more than 200 government and education contracts, we are one of the nation's largest direct-response providers of multi-brand technology products and services. For more than 30 years, we have closely monitored emerging technologies to ensure our solutions are at the forefront of innovation. We proactively expand our offerings and certifications to support your evolving needs. We invest in the solutions that matter most to you, like classroom transformation, device ecosystem, cybersecurity, AI, and school safety.

### We are a trusted technology partner to more than 15,000 K-12 schools.

#### Resources - Education Strategy Team

**Education Strategists** work with you to understand your district's vision and goals to create customized solutions that improve teaching and learning.

**Classroom Modernization Specialists**, focused on audiovisual solutions and classroom design, can support you through trainings, consultative calls, webinars, and more.

We guide customers through decisions on the platforms that run your districts and drive transformation. We have dedicated in-house technical resources aligned to K-12 solution areas to help you better understand and integrate technology into your educational goals. Our K-12 Education Strategy Team – comprised of former leaders in education – support districts in implementing digitally-enhanced education and can help you develop a vision for lasting change.

### We are a premier provider of Chromebooks to K-12 schools in the U.S.

In 2023, CDW•G deployed 1 out of every 3 Chromebooks into K-12 classrooms in the U.S. for a total of 2.5 million devices. We can support your full device lifecycle management needs and have experience handling complex deployments for the largest school districts in the country, even in adverse conditions.

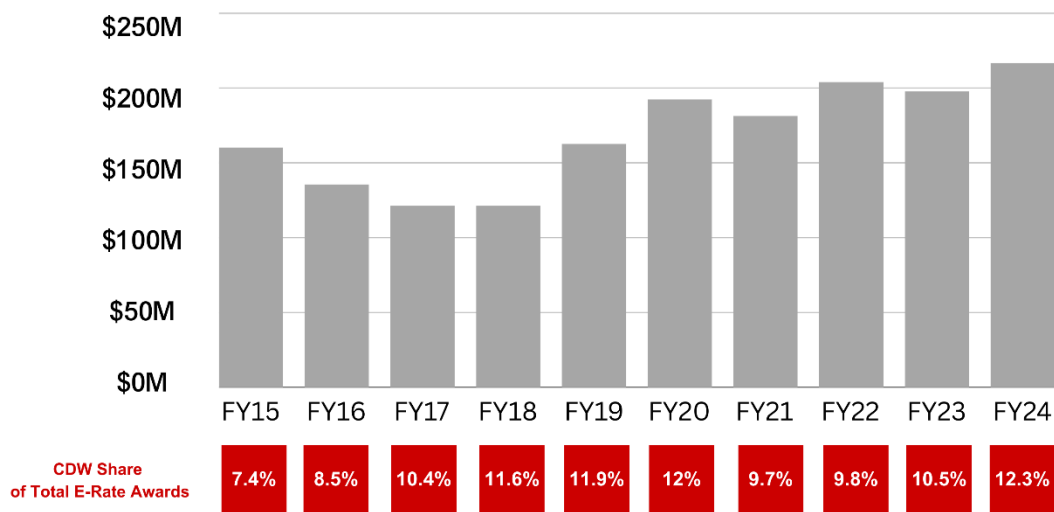
#### A Partner You Can Trust – Even in Adverse Conditions

During a time of significant supply chain constraints, CDW•G delivered. One of the largest school districts in the country, Chicago Public Schools (CPS), relies on CDW Education to provide their students with Chromebooks. Like so many other districts across the nation, CPS needed to pivot to distance learning with the onset of COVID-19. To serve the needs of nearly 330,000 students, CPS required 1,000s of Chromebooks. Despite worldwide shortages, CDW•G was able to deliver 20,000 devices over four months on-site and on-time.

## A Powerful E-Rate Partner

We have nearly 30 years of experience delivering successful outcomes for E-Rate funded projects. Participating in E-Rate since our founding in 1998, we are the largest Category 2 provider nationwide, delivering two-times the amount of Category 2 E-Rate projects than our next closest competitor. Since the E-Rate Modernization in 2015, we have been awarded over 19,550 E-Rate projects totalling over \$790M in total equipment delivered to schools throughout the United States.

### CDW E-Rate Awards and Revenue



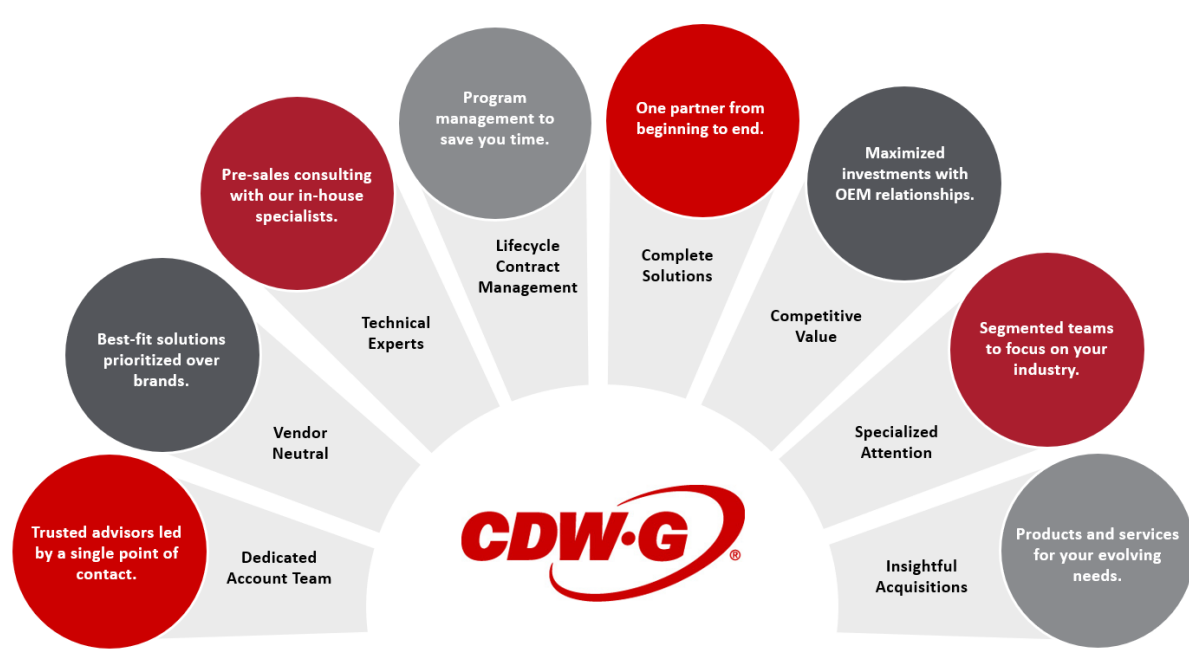
## Proven Management Approach

Due to our streamlined and best-practice system of checks and balances, **we have never lost funding for a school**, as substantiated by countless audits. Our dedicated internal K-12 and E-Rate resources help ensure accurate invoicing and contract compliance, as well as provide knowledgeable resources and guidance as you navigate your E-Rate journey.

- **E-Rate Program Management Team** offers knowledge, assistance, and advisement, as well as ensures contract compliance.
- **E-Rate Funding Team** ensures expert handling of both BEAR and SPI E-Rate invoicing by accounts receivable specialists.
- **K-12 Education Strategists** focus on helping you implement solutions attuned to your needs, with realistic budget constraints in mind, often in conjunction with E-Rate funding initiatives.

## Strengths, Best Practices, and Value

By aligning with CDW•G, your organization can take advantage of our strengths, best practices, and value-added services.



## Inventory Access and In-House Services

A significant advantage we offer Tahoe-Truckee Unified School District is our ability to deliver the right products, at the right value, right when you need them. CDW has two large, strategically located distribution and configuration centers that ensure speed and accuracy throughout the procurement process. In addition, to supplement our direct purchasing model, CDW has strong affiliations with principal channel distributors, enabling us to quickly obtain competitively priced, non-stocked items.

**LAS VEGAS, NV**  
513k square feet  
Capacity for up to 10K+ configurations per day

**VERNON HILLS, IL**  
450k square feet  
Capacity for up to 10K+ configurations per day

ISO 9001 Quality | ISO 14001 Environment | ISO 20243 Risk Management  
ISO 27001 Information Security | ISO 2800 Secure Supply Chain

## Support Resources for Tahoe-Truckee Unified School District

When you work with CDW•G, you have access to expertise that is not available within your organization. Our team of technology experts and dedicated account managers will tailor a piece of equipment or an entire network to deliver the most effective and sustainable results.

Account Management Resources	
<p><b>Anthony Dierickx</b> Account Manager (312) 705-4061 <a href="mailto:anthdie@cdwg.com">anthdie@cdwg.com</a></p>	<p><b>Valerie Hanrahan</b> Sales Manager (312) 547-2711 <a href="mailto:valeban@cdw.com">valeban@cdw.com</a></p>
<p><b>Stacy Goodman</b> Advanced Technology AE (916) 2165196 <a href="mailto:sgoodman@cdw.com">sgoodman@cdw.com</a></p>	

### E-Rate Program Management and Funding Solutions Team

Our **E-Rate Program Management** team offers eligible entities their knowledge, assistance, and advisement on E-Rate matters, including program compliance and adherence. The team prepares contract deliverable reports and makes modifications, as necessary, including price reductions, additions, discontinued products, replacements, and version changes. They ensure that price and supply agreements are in place from award through completion and that the E-Rate bidding, ordering, invoicing, and funding are all seamless and easy for you to complete.

E-Rate Resources	
<p><b>Yolanda Blomquist</b> Program Manager – E-Rate 630-531-5478 <a href="mailto:yolanda.blomquist@cdwg.com">yolanda.blomquist@cdwg.com</a></p>	<p><b>Jeff Hagen</b> Manager, Program Management – K12 813-462-4055 <a href="mailto:jeff.hagen@cdwg.com">jeff.hagen@cdwg.com</a></p>

Our **Funding Solutions** team, and dedicated Education Funding Solutions Manager, can help E-Rate applicants understand compliance with rules and regulations throughout the process. They advise on the appropriate engagement after Form 470 filings and work with our operations teams to ensure E-Rate ordering, invoicing, and delivery are compliant.

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Additionally, our E-Rate Manager assists applicants with PIA reviews, preparation of Bulk Upload Attachments, and product eligibility reviews as part of the Form 471 process.

#### Additional E-Rate Resources

**Dave LeNard**, Business Development Manager, E-Rate

**Amy Passow**, Senior Manager, Education Funding Solutions

**Deb Orts**, Contract Analyst

**Kim Klaus**, Account Receivable Consultant

## FCC FRN E-Rate Display System Status

The screenshot shows a web interface for 'FRN Financial'. It includes a breadcrumb trail: 'C > FCC Registration > Manage Existing FRNs > FRN Financial'. There are two buttons: 'Manage FRNs' and 'FRN Financial'. A 'Show 10 entries' dropdown is present. The table below has three columns: 'FRN', 'FRN Name', and 'Red Light Status'. One row is visible with the following data:

FRN	FRN Name	Red Light Status
0012123287	CDW Government LLC	Green Light

The above screen shot is from **July 10, 2024**. CDW•G remains in **Green Light Status**.

Upon request, CDW•G can provide an updated screenshot.

**Spin #143005588**

**FCC Registration #0012123287**

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## Helpful Hints for Preparing Form 471

Things to consider when preparing your funding request (Form 471):

- Enter only one manufacturer part number per line item (do not bundle part numbers)
  - All software should be requested under IC, Software
- Even when bundled with warranty support from manufacturer for purchase, as long as warranty cannot be purchased on its own
- If you live in a state that has applicable taxes, such as AR, NC, CA, AZ, WA, make sure to include those taxes on your FCC Form 471.
- If warranty can be purchased separately, then it should be separated for funding request, and warranty funding requested under Basic Maintenance
- Warranty only part numbers should be requested under Basic Maintenance
  - List months of service, should only be for coverage July 1 – June 30 (Funding Year)
  - List hardware supported part number
  - List site where hardware sits

CDW•G can complete Bulk Submission Forms if chosen as the service provider for your funding request. Please email [E-Rate@cdw.com](mailto:E-Rate@cdw.com) for assistance.

Additionally, **please note** - upon award, to facilitate contract execution with our countersignature, please sign the enclosed E-Rate agreement and send to [anthdie@cdwg.com](mailto:anthdie@cdwg.com) and [470award@cdwg.com](mailto:470award@cdwg.com). Please see “E-Rate Order Process” information on the following page for further details.



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# E-Rate Order Process

1. **Ordering:** Purchase orders shall be submitted through electronic means (email, EDI, etc.) directly to Customer's dedicated account manager. Alternatively, if a copy must be sent via mail, common courier, etc., please reach out to your account manager for the appropriate mailing address.
  
2. **Required Information:** All orders must include:
  - a. Contact name, Phone number
  - b. Purchase order number
  - c. Part number, Product description
  - d. Pre-discount and discounted product price
  - e. Percentage Customer owes and percentage SLD owes (SPI – Form 474 Method)
  - f. Ship to location, Bill to location
  - g. FCC Form 471 Number (also known as Application Number)
  - h. FRN for each part number
  - i. Billing method (BEAR – Form 472 or SPI – Form 474)
  - j. "Net 30 Terms"

**SEPARATE PURCHASE ORDERS SHOULD BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E- RATE FUNDING. ALL ORDERS ARE SUBJECT TO ACCEPTANCE BY SELLER. PO TOTAL SHOULD REFLECT FULL PURCHASE PRICE OF ORDER.**

3. **Assistance With Order:** Customer may call 1-800-328-4239 for assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are not consistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall be null and void and shall not be applicable hereto or binding on Seller.

**IN THE CASE OF CHANGES TO PRODUCTS AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO MAKE AVAILABLE TO THE CUSTOMER A COMPARABLE**

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**OR BETTER PRODUCT AT THE SAME OR LESSER PRICE WHEN OR IF AVAILABLE, UPON APPROVAL FROM SLD ON PRODUCT SUBSTITUTION.**

**4. Price and Payment Terms**

**a. Price**

Price shall be as stated in the quotation attached hereto as Exhibit I by CDW-G account manager. Prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer. Any taxes will be listed separately on the invoice.

**b. Payment Terms (Customer must choose one)**

**i. Form 474 Service Provider Invoice (SPI) Method**

➤ Seller will invoice Customer for their portion of the Products upon shipment of Product and Customer shall pay the invoiced amount (discounted amount owed by Customer) within thirty (30) days from date of invoice

**ii. Form 472 BEAR Method**

➤ Seller will invoice Customer for pre-discount portion of the Products upon shipment of Product and Customer shall pay the invoiced amount (full amount owed by Customer) within thirty (30) days from the date of invoice.

**5. Payment Method:** In adherence to Federal E-Rate compliance regulations, CDW-G's quoted price is all-inclusive of any and all discounts, if applicable. No further discounts will be applied during time of invoice. All payments for both methods shall be submitted to the address presented below WHERE APPLICABLE:

ACH PAYMENT INFORMATION:	CHECK PAYMENT INFORMATION:
E-mail Remittance To: <a href="mailto:gachremittance@cdw.com">gachremittance@cdw.com</a>	CDW Government
THE NORTHERN TRUST	75 Remittance Drive Suite 1515
50 SOUTH LASALLE STREET	Chicago, IL 60675-1515
CHICAGO, IL 60675	
ROUTING NO.: 071000152	
ACCOUNT NAME: CDW GOVERNMENT	
ACCOUNT NO.: 91057	

- i.* Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller’s opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
- ii.* Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable regulations.

**NOTWITHSTANDING ANYTHING TO THE CONTRARY, CUSTOMER IS RESPONSIBLE FOR PAYMENT OF 100% THE PRICE OF PRODUCTS IN THE CASE WHERE CUSTOMER PLACES ORDER FOR PRODUCTS SLD DISALLOWS CUSTOMER’S REQUEST FOR DISCOUNT AND REFUSES PAYMENT TO SELLER OF THE DISCOUNT AMOUNT FOR PRODUCTS. IF SLD DISALLOWS CUSTOMER’S REQUEST FOR DISCOUNT CUSTOMER IS IN NO WAY REQUIRED TO PLACE ORDER FOR PRODUCTS.**

# Appendix

# References

## **Elk Grove USD**

**Contact Name, Title** Kal Yang, Network Administrator

**Phone** 916-686-5085

**Date of Contract** August 2023- current

**Project Description** UPS Upgrade and installation for multiple sites district wide

**Equipment/Service Installed** Lithium-Ion UPS Equipment

## **San Juan Unified School District**

**Contact Name, Title** Peter Skibitzki, IT Director

**Phone** 916-971-5735

**Date of Contract** August 2023

**Project Description** UPS purchase and installation for over 20+ school sites

**Equipment/Service Installed** Lithium-Ion UPS Equipment

## **Morgan Hill Unified School District**

**Contact Name, Title** Wes Chan, IT Director

**Phone** 408-201-6049

**Date of Contract** April 2022

**Project Description** UPS Upgrade

**Equipment/Service Installed** Lithium-Ion UPS Equipment

# Implementation Plan

## Tasks for First Two Weeks (Sample Version)

Upon award, your Account Management Team will remain in constant contact with key employee(s) at each location to implement the contract and ensure total satisfaction. CDW•G will make this process as seamless as possible and will follow the work plan that has been developed. In addition, if requested, CDW•G will facilitate any necessary meetings via teleconference, videoconference, or in person, pending appointment, at your location or ours, to ensure that the process meets your expectations.

While there can be challenges to implementing a project of any scale, CDW•G tries to minimize potential problems upfront. We will need Tahoe-Truckee Unified School District to provide the following in a timely manner in order to facilitate the implementation process:

- Updated contact information for all key personnel
- Information regarding product forecasts
- Standardized product list
- List of authorized users and restrictions
- Imaging specifications
- Specific reporting requirements
- Permission for CDW•G to be listed on manufacturer agreements.

During the implementation process, any problems or concerns should be directed to your account manager for immediate resolution. The following implementation plan demonstrates how CDWG will work with you to successfully implement this project.

Task	Week 1	Week 2
<b>Account Management Set Up</b>		
<ul style="list-style-type: none"> <li>• <b>Introduce key customer contacts to CDW•G Account Team</b></li> <li>• <b>Introductory letter/phone contact/ site visit</b></li> </ul>	X	
<ul style="list-style-type: none"> <li>• <b>Gather/confirm general customer information</b></li> <li>• <b>Contacts: phone, email, fax</b></li> <li>• <b>Tahoe-Truckee Unified School District’s locations and addresses</b></li> </ul>	X	
<ul style="list-style-type: none"> <li>• <b>Outline customer’s procedures and requirements, i.e.</b></li> </ul>	X	

<ul style="list-style-type: none"> <li>○ Frequency of contact/schedule</li> <li>○ Turnaround expectations (quotes)</li> <li>○ Reporting</li> </ul>		
<ul style="list-style-type: none"> <li>• Conduct walkthrough or webinar: Account Center</li> </ul>		X
<b>CDW•G Capabilities and Support</b>		
<ul style="list-style-type: none"> <li>• Make contact with Account Specialists, as needed</li> </ul>		X
<ul style="list-style-type: none"> <li>• Review technical support options</li> </ul>	X	
<ul style="list-style-type: none"> <li>• Review customer service processes (i.e., returns)</li> </ul>	X	
<b>Customer Financial Arrangements</b>		
<ul style="list-style-type: none"> <li>• Complete forms for credit approval</li> </ul>	X	
<ul style="list-style-type: none"> <li>• Complete financing application</li> </ul>		X
<b>Product Specific Needs and Services</b>		
<ul style="list-style-type: none"> <li>• Arrange conference call(s) with manufacturer(s)</li> </ul>	X	
<ul style="list-style-type: none"> <li>• Develop product forecasts</li> </ul>	X	
<ul style="list-style-type: none"> <li>• Process and test image(s)</li> </ul>		X
<ul style="list-style-type: none"> <li>• Customize asset tag/schedule asset tagging</li> </ul>		X
<ul style="list-style-type: none"> <li>• Input customer installation/configuration specifications</li> </ul>		X
<b>Procurement and Management Systems</b>		
<ul style="list-style-type: none"> <li>• Standardize products through your Account Center</li> </ul>		X
<ul style="list-style-type: none"> <li>• Create bundles</li> </ul>		
<ul style="list-style-type: none"> <li>• Set up purchase authorizations and controls</li> </ul>		X
<ul style="list-style-type: none"> <li>• Establish account linking</li> </ul>		X
<ul style="list-style-type: none"> <li>• Set up software license tracking system</li> </ul>		X
<ul style="list-style-type: none"> <li>• Implement asset tracking system</li> </ul>		X
<ul style="list-style-type: none"> <li>• Investigate or link with e-procurement programs and third parties</li> </ul>		X
<ul style="list-style-type: none"> <li>• Utilize EDI for invoicing and/or ordering functions</li> </ul>		X
<b>Pricing</b>		
<ul style="list-style-type: none"> <li>• Have CDW•G listed on all manufacturer contracts</li> </ul>		X
<ul style="list-style-type: none"> <li>• Enter pricing information into contract management system</li> </ul>		X
<b>Optional Systems/Services</b>		
<ul style="list-style-type: none"> <li>• Finalize staging agreement</li> </ul>		X
<ul style="list-style-type: none"> <li>• Finalize minority/disabled small business partnership</li> </ul>		X
<ul style="list-style-type: none"> <li>• Arrange for onsite services</li> </ul>		X
<ul style="list-style-type: none"> <li>• Select appropriate training programs</li> </ul>		X
<ul style="list-style-type: none"> <li>• Set up Employee Purchase Program</li> </ul>		X

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## K-12 Funding and Other Resources

We know your need for vendor support does not stop at deployment completion. Maintaining technology program innovativeness and alignment with your education goals is a continuous and daunting task. In fact, in a year, your program will look very different. You need a vendor that does more than meet your RFP's technology requirements; you need a vendor partner that shares a passion for education and continued development. Our teams, and our partners, are dedicated to supporting the full scope of Tahoe-Truckee Unified School District's technology and all your program goals. Following are highlights of the value-adds we offer our education customers.

### Get Ed Funding Overview

CDW•G sponsors [GetEdFunding.com](https://www.getedfunding.com), a free grant-finding resource, providing access to billions of dollars' worth of educational funding opportunities. Through sponsoring this resource, CDW•G's mission is to help educators and institutions discover the funds they need to supplement tight budgets to achieve your goals and take learning to the next level.

Monitored daily, [GetEdFunding.com](https://www.getedfunding.com) can reduce the energy your teachers are spending to search for programs and money. You can finetune your search based on key concepts and 21<sup>st</sup> century skills and themes. Once you are registered on the site, you can save the grants of greatest interest to return to later. The funding opportunities listed are already available and applicable to standard learning paths. For example, there are more than 60 STEM specific programs currently available for application. Please reach out to your account manager for more information.



