

Florida Housing Finance Corp



Statement of Work
SOW 661936.3

PARK PLACE TECHNOLOGIES, LLC

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Mayfield Heights, OH 44124-6508

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April 10, 2023

STATEMENT OF WORK

Revision History

Name	Date	SOW #	Notes
Scott Lau	03/03/2023	661936.1	First version created
Scott Lau	03/17/2023	661936.2	Expanded Scope
Scott Lau	04/10/2023	661936.3	Updated Fee section

Wireless Services

This Statement of Work is made by and between Florida Housing Finance Corp ("Customer") and Park Place Technologies LLC ("Park Place"). Customer and Park Place may be referred to herein individually as a "Party" and collectively as the "Parties." The Parties agree as follows:

OVERVIEW

Park Place will conduct a wireless survey (the "Survey") comprised of the following:

- Cisco Wireless Refresh
- Validation

Park Place will conduct the Survey at the Locations in accordance with the specifications set forth in Exhibit A attached hereto.

Park Place will submit a report to Customer summarizing findings from the Survey (the "Report").

LOCATIONS AND SQUARE FOOTAGE

Park Place will provide the Services at the following locations ("Locations"):

227 N Bronough St
 Tallahassee, FL 32301

The Location above includes the following buildings:
 Refer to **Exhibit B** for areas to be surveyed.

Building	Approximate Size (Sq. Ft.)
7-story building, in scope floors: 5,6,7 floors only	75,000
Total	75,000

Onsite contact

TBD

SOW TERM

The SOW shall become effective when it has been signed by both Parties and it shall expire 60 days later (the "SOW Term").

SCHEDULE

The Parties will agree upon a schedule for the Services (the "Schedule"). In general, Park Place requires 10 business days' notice from the date both parties execute this SOW to assign a Project Manager and schedule the Services.

Travel expenses will be reimbursed in accordance with s. 112.061 Fla. Stat. and Florida Housing's travel policy.

SERVICES

Park Place will provide the Survey and related services described below (the "Services").

Cisco Wireless Refresh

- Onsite Services.
 - Notify Customer of arrival on site and locate equipment.
 - Remove and replace (1) Cisco 2504 with (1) Cisco 9800L.
 - Remove and replace (16) existing Access Points with (16) Cisco 9115AX Access Points.
 - Assumptions.
 - Parking will be pass through.
 - Map to be provided.
 - Equipment is preconfigured.
 - Ladder work only.
- Remote Services.
 - Approach & Methodology.
 - The remote engineer will work with the Customer to review the inventory and ensure there are adequate switches to support the access points that are to be deployed. The engineer will update the switch code and apply the configuration. The remote engineer will create the wireless configurations and assign the APs and ensure that they are working correctly.
 - Design.
 - Hold a design meeting to review.
 - Hardware inventory.
 - Cabling requirements.
 - VLAN requirements.
 - IP subnets and routing requirements.
 - SSID requirements.
 - Access Point Configuration.
 - Review the inventory provided by the Customer.
 - Work with the Field Engineer to replace the access points.
 - Ensure all of the Access Points are online.
 - Add the access points to the Cisco controller.
 - Ensure all required SSIDs and settings are applied to the Access Points.
 - Assumptions.
 - There is (1) controller to replace.
 - There are (16) access points to be configured.

Validation

Wireless LAN Post Deployment Validation:

In providing onsite and remote wireless LAN post deployment validation, our team of wireless LAN specialists assesses coverage, measures interference, evaluates overall wireless LAN network capacity, and makes recommendations for improvement. Wireless LAN Post Deployment Validation Benefits, Activities, and Deliverables Benefits.

- After the wireless LAN access points are installed and the network is configured, receive Cisco validation that the system is operating in accordance with the design through a survey of the RF environment for coverage, interference, and general performance Activities Deliverables
- Survey the RF environment for general performance after wireless LAN access point installation and network configuration
- Assess coverage and interference by using specialized wireless LAN data collection and analysis tools
- Typically includes a wireless LAN post deployment validation report that details measured RF coverage, recommended changes, and any known or measured sources of interference.

Technical requirements

The technical design will be based on the specifications set forth in Exhibit A.

Survey Tool

Park Place will use Ekahau Survey to provide the Services.

Kickoff Meeting

The parties will hold a project kickoff meeting for each Location. The Park Place PM, Park Place engineering staff, the Customer stake holders and the allocated single point of contact will all attend the meeting.

Process

Park Place works according to the following process:

Task Name	Description
Wireless Survey	Park Place engineer will perform the Survey at the Location.
Report Generation and QA Validation	Park Place will prepare the Report offsite after it has completed the Survey. The Report will be peer reviewed before submission. The Report shall meet the requirements of Exhibit A. Park Place shall submit the Report to Customer for review.
Customer Review	Park Place will provide the Survey Project files to Customer upon request. Customer to validate AP placement. A final list of APs for the Location is agreed upon and, if required, Park Place will update the applicable documentation accordingly. Customer to sign off on the report.

CUSTOMER RESPONSIBILITIES

Customer shall be responsible for providing a Point of Contact who will serve as a project interface for Park Place. He/she must have the authority to act on behalf of Customer with respect to the Services both technically and administratively.

Customer shall also be responsible for the following:

1. Coordinating and providing onsite access to the necessary systems with the appropriate security clearance assigned to Park Place as needed to provide the Services.
2. Coordinating and providing escorts for Park Place resources as required.
3. Providing the following for each Location:
 - Address
 - On site contact who is familiar with the site, device locations and site access.
 - Recent up to date floor plans or similar documentation for the Locations in electronic format.
 - Known HSSE site details, any prerequisite site access and on site familiarization
 - Facilities (desk, chair and wireless) for the Park Place survey engineer to perform analysis when on site.
4. Communicating all applicable HSSE policies and requirements to Park Place prior to the start of work.
5. Ensuring that all Customer provided equipment is on site and available prior to our arrival.
6. Providing all required cabling in appropriate type(s), length(s), color(s), and quantities.
7. Providing device location(s) prior to our arrival on site.

Customer shall permit Park Place to take photographs of the relevant equipment at the Locations as required to provide the Services.

PROJECT MANAGEMENT APPROACH

Park Place shall provide a Project Manager who will drive the delivery and completion of all Services and provide periodic status reports on the Services. Park Place’s project management approach is in accordance with PMI’s project management standards. Park Place will provide a project plan that outlines how Park Place will provide the Services. Park Place’s expert architects will help with any technical questions/issues that arise in the course of providing the Services. Park Place will organize periodic status update meetings to review the project progress with Customer. Once identified, Park Place and Customer will promptly discuss issues and risks to decrease resolution time and mitigate the impact to the schedule.

CHANGE ORDERS

If a change to this SOW is required, the Parties will discuss the change and document the impact to the project policies, scope, fee, Schedule, and quality. Any such changes agreed upon by the Parties will be memorialized in a change order, amendment, or exchange of emails.

FEE

This is a fixed fee engagement.

Description	Price
Project Manager	\$520.00
Install Labor	\$2,892.00
Remote Engineer	\$6,000.00
Validation Survey	\$6,650.00
Total Price:	\$16,062.00

1. All Services will be performed at the Locations.
2. All work will be performed during normal business hours (which are defined as 8am – 5pm local time Monday – Friday, excluding holidays).
3. After the Parties agree upon the Schedule for the Services, Customer must provide a minimum of (5) business day’s written notice to Park Place if Customer wishes to change the date for any such scheduled Services.
4. Cancellation of Services will be invoiced as follows:
 - a. Cancelled less than 24 hours before the scheduled engagement 100% of the fee.
 - b. Cancelled less than 48 hours before the scheduled engagement 50% of the fee.
5. Park Place will bill Customer for any delays caused by Customer to the extent such delays result in the use of Park Place resources.
6. Pricing includes labor and project management time.
7. A minimum trip charge of \$400.00 will be billed for each technician for Services rescheduled within two hours of the scheduled engagement.
8. Park Place will invoice Customer monthly in arrears for all Services provided and applicable expenses during such month. Terms are Net 30.
9. All prices quoted are in USD and exclude any applicable taxes or VAT.

TERMS AND CONDITIONS

EXCEPT AS EXPRESSLY PROVIDED ELSEWHERE IN THIS SOW, NEITHER PARTY MAKES ANY WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, AND EACH PARTY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. EXCEPT FOR ANY CLAIMS INVOLVING FRAUD, PERSONAL INJURY, DEATH, GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY, WHETHER IN CONTRACT, TORT OR OTHERWISE, (A) FOR ANY INDIRECT, INCIDENTAL,



CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES, OR LOSS OF USE, PROFITS OR DATA (EVEN IF SUCH DAMAGES ARE FORESEEABLE, AND WHETHER OR NOT A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), OR (B) IN AN AMOUNT GREATER THAN THE TOTAL AMOUNTS PAID AND PAYABLE TO PARK PLACE BY CUSTOMER UNDER THIS SOW.

Each party hereto acknowledges and agrees that, during the performance of the Services, and for one (1) year thereafter, neither party will hire or solicit to hire the other party's employees, contractors, or agents without the other party's prior written consent.

EXPIRATION OF OFFER

The pricing set forth above is valid for 60 days from the date on which Park Place first presents this SOW to Customer. If Park Place and Customer fail to execute the SOW within such time period, Park Place's offer shall be deemed to have been revoked. If Customer still wishes to purchase the Services, Customer may contact Park Place to request an SOW. Park Place will issue a new draft SOW and Park Place reserves the right to present revised pricing in such SOW.

Files Subject to Florida's Public Records Law: Any file, report, record, document, paper, letter, or other material received, generated, maintained or sent by Park Place in connection with this Contract is subject to the provisions of Section 119.01-.15, Fla. Stat., as may be amended from time to time (Florida's Public Records Law). Park Place represents and acknowledges that it has read and understands Florida's Public Records Law and agrees to comply with Florida's Public Records Law.

If Park Place has questions regarding the application of Chapter 119, Florida Statutes, to Park Place's duty to provide public records relating to this contract, contact the Corporation Clerk at:

**Corporation Clerk
227 N. Bronough Street, Suite 5000
Tallahassee, Florida 32301-1329
Phone: 850.488.4197
E-mail: Corporation.Clerk@floridahousing.org**

Park Place understands and agrees to cooperate with any audits conducted in accordance with the provisions set forth in Section 20.055(5), Fla. Stat.

Park Place understands and agrees to comply with the provisions of Section 448.095, Fla. Stat.

ACCEPTANCE

Each person signing below represents that he or she has the authority to execute this Statement of Work on behalf of the applicable Party.

IN WITNESS, WHEREOF, Customer and Park Place have caused this Statement of Work to be executed by their duly authorized representatives.

Florida Housing Finance Corp.

BY: Michael DiNapoli
(AUTHORIZED SIGNATURE)

NAME: Michael DiNapoli

TITLE: Executive Director

DATE: April 28, 2023

Park Place Technologies LLC

BY: Scott Crosby
(AUTHORIZED SIGNATURE)

NAME: Scott Crosby

TITLE: VP Service Delivery- Professional Service

DATE: 4/27/2023

(B7)

EXHIBIT A – STANDARD 802.11 SITE SURVEY REQUIREMENTS

Software: Ekahau Site Survey

Wireless Survey using Ekahau software for 802.11ac (5GHz)

- Survey to -67dBm minimal signal strength at cell edge at AND minimum 30dB S/N ratio (may require stronger edge strength than -67dBm)
- 20 to 25% cell overlap coverage
- Passive Survey to capture existing coverage, rogue APs, interference, co-channel interference and then use Planner software as required to assist with relocate/adding APs
- AP on a stick used for Active Survey powered at 25mW for all final AP locations using exact antenna model to be specified for that particular location
- Perform Spectrum Analysis scan simultaneously with survey scan to identify any non-Wi-Fi devices causing interference and locate them.
- AP/Antenna height not to exceed 4 meters (approx. 12 feet) unless necessary for coverage.

Survey Report Details

- Provide heat map of existing coverage and proposed heat map with revised/updated AP placement (individual APs coverage models as was as composite model @ -67dBm cutoff for both 2.4GHz and 5GHz)
- Identify all rogue SSIDs and their affected area (-80dBm threshold)
- Provide non-wifi interference map using Ekahau Spectrum Analyzer data captured and affected channels in the respective areas
- Floor plan image files with scale in AutoCAD, or jpg format. Provide dimensions if unclear from drawing.
- Provide clean map showing all APs in proposed AP locations (shown without heat map may need to be broken into sections as well if labels cannot be read due to size of facility).
- Provide descriptive label on each map/diagram.
- Photo of existing AP and proposed AP locations
- Provide Overview of survey methodology, type of environment, equipment used, issues, and summary of analysis.

EXHIBIT B – AREAS TO BE SURVEYED





