



Driven by technology,  
powered by creativity



# Rahr West Museum PSEC Upgrades

## Manitowoc Public Utilities

Keith Lyons

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(920) 686-4359



### *Our Mission:*

*To provide world-class technology solutions with an unwavering commitment to our Customers, Vendor Partners and Employees while providing an environment that encourages profitable growth, learning and fun!*

**Site Address:**

Manitowoc Public Utilities  
610 N. 8th St.

Manitowoc WI 54220

**Billing Address:**

Manitowoc Public Utilities  
1303 South 8th St

Manitowoc WI 54220

**ACP CreativIT LLC (d/b/a Camera Corner Connecting Point or CCCP)**

529 N. Monroe 851 Commerce Ct  
Green Bay, WI 54301 Buffalo Grove, IL 60089  
Website: [www.cccp.com](http://www.cccp.com) [www.acpcreativit.com](http://www.acpcreativit.com)

Project #: OPP114371  
Modified Date: 04/21/2023  
Revision: 2  
Acct. Manager Andrew Lynch



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**Project Description:**

Install interior and exterior cameras around building.

**Project Resources:**

Account Manager:	Andy Lynch	Design Engineer:	Brian Mahn
Programmer:		DSP Programmer:	
Project Manager:		Trainer:	
Network Engineer:	Customer	VOIP Engineer:	
Other:		Other:	

**Specific Requirements:**

This quote is for budget purposes.

Courtyard Camera- Cameras to be mounted on the wall aimed at the general areas within the courtyard.

Room 3 Camera- Camera to be mounted on ceiling for general coverage of the area.

Classroom Camera- Camera to mount in place of the existing camera and aimed for general coverage of the area.

Discovery Room Camera- Cameras to mount in place of the existing camera and aimed for general coverage of the area.

Basement SE Hall Camera- Camera to mount on ceiling and aimed so view hallway, elevator, and stairwell for general coverage of the areas.

BR Vestibule 1-4 Cameras- Camera to mount on ceiling above the door and aimed to cover the stairwell entrance and elevator entrance.

Ground Floor Stairwell- Camera to mount on wall and aimed to view the entrance and stairwell for general coverage.

Ruth West Room- Camera to mount where existing camera is mounted and provide 360 degrees of general coverage the area.

John West NE Corner Camera- Camera to mount on ceiling and aimed for general coverage of the hallway.

South Exterior Camera- Camera to mount on the wall in the existing camera location and aimed for general coverage of the area.

New South Exterior Camera- Camera to mount on corner mount near the electrical box and aimed for 360 general coverage of the area.

Library 2<sup>nd</sup> Floor Camera- Camera to mount on wall and aimed for general coverage of the room.

Doll Room 2<sup>nd</sup> Floor Camera- Camera to mount on wall and aimed for general coverage of the room.

SW 2<sup>nd</sup> Floor Camera- Camera to mount on wall and aimed for general coverage of the room.

Open Storage 2<sup>nd</sup> Floor Camera- Camera to mount on wall and aimed for general coverage of the room.

Exterior East 8<sup>th</sup> Street Camera- Camera to mount on corner mount South end of the porch and aimed for 360 general coverage of the area. Customer supplied conduit will be installed from the basement for data cable.

Exterior North and West- Camera to mount on corner and aimed for 360 general coverage of the area.

Camera will be set to customers current settings.

Recommended settings below.

All cameras will be set to record on motion with 30 days retention.

All cameras recording setting will be.

1. H.264
2. Resolution will be set to the camera's highest resolution.
3. 10 FPS
4. Record on Motion



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Unassigned








Quantity	Description	Unit Price	Price
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



1	<b>CCCP</b> Ground Shipping and Handling Estimate		
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1	<b>CCCP</b> Miscellaneous installation hardware		
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



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



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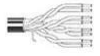
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	<p><b>1</b> <b>Axis Communications</b>                      P3719-PLC Network Camera is a compact 15-megapixel camera with four varifocal lenses (4 x Quad HD) enabling overview and detailed surveillance. With one IP address and one network cable, the four-cameras-in-one unit provides a flexible, cost-effective solution for multidirectional surveillance. 360°</p>		
	<p><b>1</b> <b>Axis Communications</b>                      Indoor and outdoor recessed mount for discreet installations in drop ceilings, roof overhangs/soffits of P37 network camera series. Also suitable for installations in plenum space, as the back box is made of metal with a 3/4" hole for cable protection conduits.</p>		
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	<p><b>1</b>      <b>Axis Communications</b></p> <p>Product version for the American market.                      P3807-PVE Network Camera is a fixed dome camera with multiple sensors, providing an easy, reliable and cost-efficient one-camera installation – reducing installation time, cabling and VMS license costs. Thanks to its excellent image sensors, along with Forens</p>		
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	<p><b>1</b> <b>Axis Communications</b> Shielded outdoor network cable 5 meter. Pre mounted rubber gasket and male RJ45 connectors. For use with M11-E series, P13-E series, Q16-E series, Q1755-E, Q19-E series, P33-VE series and T92/3-E housings.</p>		
	<p><b>1</b> <b>Axis Communications</b> P3719-PLE Network Camera is a compact 15-megapixel camera with four varifocal lenses (4 x Quad HD) enabling overview and detailed surveillance. With one IP address and one network cable, the four-cameras-in-one unit provides a flexible, cost-effective solution for multidirectional surveillance. 360°</p>		
	<p><b>1</b> <b>Axis Communications</b> Corner Bracket that is compatible with several wall mounts: T91B61 Wall Mount, T91D61 Wall Mount 1.5" NPS, T91G61 Wall Mount, T91H61 Wall Mount, T91L61 Wall-and-Pole Mount. These wall mounts in turn are compatible with P55-series, Q60/61/63-series, M32-series, Q37-series, M55-series, P56-series and</p>		
	<p><b>1</b> <b>Axis Communications</b> T91H61 Wall Mount is designed with a built-in RJ45 cable and connection to, and spacious compartment for connectivity accessories such as midspans and media converters. The wall mount is impact-resistant (IK10) and weather-resistant (IP66, NEMA 4X) for indoor and outdoor use. The 1.5" NPS thread moun</p>		
	<p><b>1</b> <b>Axis Communications</b> T94N01D Pendant Kit comprises a weathershield and a mounting adapter for P3717-PLE Network Camera. The mounting adapter is compatible with 1.5-inch NPS thread. The kit enables P3717-PLE to be mounted on walls, poles, parapets and outer corners using T91 mounting accessories.</p>		
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**200**

**CCCP**

CAT. 6, Non-plenum



**1**

**ENET**

CAT6 Yellow 3 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)



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



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



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	<p><b>1</b>      <b>Belden</b></p> <p>1-Port Surface Box, Almond</p>		
	<p><b>2</b>      <b>Belden</b></p> <p>CAT6 Modular Jack - KeyConnect Style and Yellow</p>		
	<p><b>200</b>      <b>CCCPC</b></p> <p>CAT. 6, Non-plenum</p>		
	<p><b>1</b>      <b>ENET</b></p> <p>CAT6 Yellow 3 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)</p>		
	<p><b>1</b>      <b>ENET</b></p> <p>CAT6 Yellow 7 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)</p>		
	<p><b>1</b>      <b>Exacqvision</b></p> <p>PROFESSIONAL IP Camera license, per camera. Includes 1 year of software updates, or 3 years when purchased with an exacqVision server.</p>		

Quantity	Description	Unit Price	Price
	<p><b>1</b> <b>Axis Communications</b> Shielded outdoor network cable 5 meter. Pre mounted rubber gasket and male RJ45 connectors. For use with M11-E series, P13-E series, Q16-E series, Q1755-E, Q19-E series, P33-VE series and T92/3-E housings.</p>		
	<p><b>1</b> <b>Axis Communications</b> P3719-PLE Network Camera is a compact 15-megapixel camera with four varifocal lenses (4 x Quad HD) enabling overview and detailed surveillance. With one IP address and one network cable, the four-cameras-in-one unit provides a flexible, cost-effective solution for multidirectional surveillance. 360°</p>		
	<p><b>1</b> <b>Axis Communications</b> Corner Bracket that is compatible with several wall mounts: T91B61 Wall Mount, T91D61 Wall Mount 1.5" NPS, T91G61 Wall Mount, T91H61 Wall Mount, T91L61 Wall-and-Pole Mount. These wall mounts in turn are compatible with P55-series, Q60/61/63-series, M32-series, Q37-series, M55-series, P56-series and</p>		
	<p><b>1</b> <b>Axis Communications</b> T91H61 Wall Mount is designed with a built-in RJ45 cable and connection to, and spacious compartment for connectivity accessories such as midspans and media converters. The wall mount is impact-resistant (IK10) and weather-resistant (IP66, NEMA 4X) for indoor and outdoor use. The 1.5" NPS thread moun</p>		
	<p><b>1</b> <b>Axis Communications</b> T94N01D Pendant Kit comprises a weathershield and a mounting adapter for P3717-PLE Network Camera. The mounting adapter is compatible with 1.5-inch NPS thread. The kit enables P3717-PLE to be mounted on walls, poles, parapets and outer corners using T91 mounting accessories.</p>		
	<p><b>1</b> <b>Belden</b> 1-Port Surface Box, Almond</p>		
	<p><b>2</b> <b>Belden</b> CAT6 Modular Jack - KeyConnect Style and Yellow</p>		





**200**

**CCCP**

CAT. 6, Non-plenum



**1**

**ENET**

CAT6 Yellow 3 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)



**1**

**ENET**








CAT6 Yellow 7 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)



**1**

**Exacqvision**

PROFESSIONAL IP Camera license, per camera. Includes 1 year of software updates, or 3 years when purchased with an exacqVision server.

Quantity	Description	Unit Price	Price
	<p><b>1</b> <b>Axis Communications</b> Shielded outdoor network cable 5 meter. Pre mounted rubber gasket and male RJ45 connectors. For use with M11-E series, P13-E series, Q16-E series, Q1755-E, Q19-E series, P33-VE series and T92/3-E housings.</p>		
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	<p><b>2</b> <b>Belden</b> CAT6 Modular Jack - KeyConnect Style and Yellow</p>		



**200 CCCP**  
CAT. 6, Non-plenum



**1 ENET**  
CAT6 Yellow 3 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)



**1 ENET**  
CAT6 Yellow 7 Foot Slim 28AWG w/Clear Snagless Molded Boot (UTP)



**1 Exacqvision**  
PROFESSIONAL IP Camera license, per camera. Includes 1 year of software updates, or 3 years when purchased with an exacqVision server.

**Office IDF**

Quantity	Description	Unit Price	Price
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**1 Belden**  
24 Port Patch Panel - Unloaded

**Basement IDF**

Quantity	Description	Unit Price	Price
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**1 Belden**  
24 Port Patch Panel - Unloaded



**1 BLACK BOX**  
Low-Profile Vertical Wallmount Cabinet - 2U, 24" D Equipment

<b>Equipment Subtotal:</b>	<b>\$24,558.00</b>
<b>Labor Subtotal:</b>	<b>\$9,500.00</b>
<b>Project Subtotal:</b>	<b>\$34,058.00</b>

# PROJECT SUMMARY

Equipment:	\$24,558.00
Labor:	\$9,500.00

**Grand Total: \$34,058.00**

**Payment Schedule**

	<b>Amount</b>	<b>Due Date</b>
Initial Deposit	\$17,029.00	
As Product Delivers	\$17,029.00	

## Assumptions

The list of assumptions below was used to develop this Statement of Work and Quote. If any of these assumptions are not correct or if additional, unanticipated information was uncovered during the project, it may affect the SOW and Quote relative to the installation timeline and/or price. If so, a change order (discussed below) will be written and signed off by the customer before this additional work is performed.

1. It is assumed that all PoE switches are by Manitowoc Public Utilities (MPU). Each device will require a PoE switch port.
2. It is assumed that MPU will have a properly configured switch port for each device at the respective data closets and labeled for connection (20).
3. It is assumed that MPU shall provide all necessary network information required for the system. This includes IP addresses for each device (20).
4. It is assumed that MPU has available storage space on the recording server video recording.
5. Weather could be a factor for installation of exterior cameras and project could be delayed or stopped for inclement weather.
6. It is assumed that the owner's network is adequately provisioned to handle the necessary bandwidth for the surveillance system. CCCP has not and will not be certifying the network prior to installation. It is the sole responsibility of the owner to ensure the network is capable to handle all aspects of this installation.

## Customer Responsibilities

Customer, at its expense, shall:

- A. Provide employees or agents of CCCP:
  - reasonable access to the premises and facilities
  - suitable and easily accessible floor space that's close to the project area
  - necessary power and grounding
  - an environment that prevents equipment from over-heating and/or exposure to moisture
  - floor plans
  - any other information as needed
- B. Communicate all project related issues with CCCP in a timely basis such that the project timeline is not imperiled.
- C. Provide all required licensing and software needed to ensure the timely backup of data as well as protection from viruses and other risks at all levels of the network.
- D. Confirm all drop ship items have arrived.
- E. Do not write on original packaging or boxes. Save all boxes and packing material as they are required for returns/rebates and repairs.
- F. Cover the cost of lift rentals, if necessary to access and/or install all equipment included in this project.
- G. Upon request and prior to scheduling, provide photographic confirmation of the completed customer responsibilities.
- H. Upon project completion, review and verify the system implemented by CCCP.

## Work Schedule/Billing Rate

**Rates** - Regular billing hours are 7:30am – 5:30pm Monday through Friday. Any work performed outside that range is billed at the after-hours rate. Refer to the Billing Rate Schedule below.

**CCCP will work with the customers schedule when after-hours work is required. CCCP will confirm the installation timeframe with the customer.**

<u>Time</u>	<u>Rate per Hour</u>
7:30am – 5:30pm (M-F)	Published Rate
5:30pm – 7:30am (M-F)	1.5x Published Rate
Saturdays (7:30am-5:30pm)	1.5x Published Rate
Saturdays (5:30pm-12:00am Sunday)	2x Published Rate
Sundays (until 7:30am Monday)	2x Published Rate

**Travel** – For any customer within 60 miles of its Green Bay corporate office Camera Corner/Connecting Point charges for service from the time we leave our corporate office until the time our work is complete (i.e., we charge travel to the customer’s location, but not from). In addition, for all service calls greater than 60 miles from our Green Bay corporate office, Camera Corner/Connecting Point reserves the right to charge an additional fee for zone travel charges. In addition, gas prices may at times, require us to include a small surcharge on dispatched trips from our technical team. Your account rep can explain how these charges may apply to you.

**Labor** – Labor for this project is to be billed as follows:

- Time and Materials billed off Sales Order**
- Time and Materials billed off Block**
- Project Based** (*flat fee no matter how long it takes – excluding costs associated with change orders*)

**Billing Rate** – The billing rate for this project is based on current published rates:

- Installation: \$105/hr
- Programming: \$165/hr
- Project Management: \$165/hr
- Design/Engineering: \$155/hr
- Network Engineer: \$165 to \$195/hr (certification dependent)

**Special Notes on Billing:**

**Terms**

**Consulting**

- % to be Pre-Paid:
- % to be Paid n/30:
- % Special Terms:

**Product**

- % to be Pre-Paid: 50% to be Paid n/30: 50
- % Special Terms:

**Labor**

- % to be Pre-Paid (from block):% to be Paid n/30: 100
- % Special Terms:

**Change Management**

CCCP will review change requests to this Statement of Work by you. As part of this review, CCCP will prepare a Change Order (available upon request) that documents the request and, if applicable, any impact on the project schedule and pricing. CCCP will incorporate the change into the project schedule and scope of work upon receipt of your signed Change Order. Changes requested can affect the implementation schedule and services quoted. The following personnel at your company are authorized to make change orders:

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Title**

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Title**

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Title**

## Planned Down Time

ACP CreativIT LLC will provide prior notice of any necessary system outages during the implementation. In case of unforeseen issues during the installation and cutover, ACP CreativIT LLC will make every effort to minimize any interruption.

## Testing

ACP CreativIT LLC will verify that the system and features meet the customer's expectations, as laid out in this document. This includes ensuring that the present functionality of the system is still available unless directed otherwise.

## First day of Service

On the first day of service, ACP CreativIT LLC will be available for the customer to discuss questions or issues they may have. We will document all issues and work quickly to resolve them.

## Return Policies

We strive to provide our customers with the highest level of service possible. From first visit to order delivery and installation, we want you to be completely satisfied with your experience.

**Unless specified, the manufacturer's product warranty does not cover the labor to fix defective product(s).**

Unless specified otherwise, all products are covered by the manufacturer's warranty. Please identify any concerns that you have within 30 days of the invoice date. Any issues after the first 30 days will be subject to the restrictions and limitations imposed by our vendors.

All cancelled orders/returns are subject to a 15% restocking fee. Opened software is not returnable. Special order/non-stock items may not be returnable or may be subject to a higher restock fee. Vendor approval will be required prior to the return of opened hardware.

Defective hardware may be returned for exchange only. Support blocks are non-refundable. Refund checks will be mailed.

A RETURN AUTHORIZATION ("R.A.") REQUEST must be placed by filling out our online Return Authorization Request and is required for ALL returns. (Go to [www.cccp.com](http://www.cccp.com) and click on the Return Authorization Request Form link under Policies & Terms.). You will get a response within 48 hours of your request. Merchandise must be returned within 7 days of the issuance of the R.A.

Please do not write on original packaging or boxes. In addition, save all boxes and packing material as they are required for returns/rebates and repairs.

ACP CreativIT LLC inspects all returns and reserves the right to return merchandise that does not meet manufacturers return authorization criteria.

If you have additional questions, please email [returns@cccp.com](mailto:returns@cccp.com).

## Programming

Programming performed by ACP CreativIT LLC is subject to a limited warranty. ACP CreativIT LLC warrants that the physical medium on which this programming is located is free from defects and that the products impacted by this programming will perform as outlined in this SOW. This limited warranty is good for 60 days from the date of invoice. See Programming Addendum to the SOW if applicable.

## Supply Chain

Many of the industries we serve are experiencing considerably longer-than-normal lead times due to COVID-19 related shortages in raw material, production material, semiconductor and microchips, as well as other supply chain issues. As a result of these issues, equipment, material lead times and prices of products we use in the design of projects and customer proposals are subject to change, and may unexpectedly be discontinued without notice. ACP CreativIT/Camera Corner Connecting Point is not responsible for any hardship to our customers caused by these issues, though we will work diligently with the customer and our vendor partners to resolve these issues as quickly and as cost effectively as possible.

## Disclaimers and Limitations of Liability

ACP CreativIT LLC WILL NOT UNDER ANY CIRCUMSTANCES BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES INCLUDING, BUT NOT LIMITED TO, PROPERTY DAMAGE, LOST TIME, LOSS OF USE OF ANY EQUIPMENT OR ANY OTHER DAMAGES RESULTING FROM THE BREAKDOWN OR FAILURE OF ANY EQUIPMENT OR FROM DELAYS IN SERVICING OR THE INABILITY TO RENDER SERVICE ON ANY EQUIPMENT. ACP CreativIT LLC LIABILITY FOR DAMAGES RESULTING FROM ANY CAUSE WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, ACP CreativIT LLC NEGLIGENCE OR INSTALLATION OF DEFECTIVE PARTS OR COMPONENTS, WHETHER OR NOT SUCH DEFECT WAS KNOWN OR DISCOVERABLE, SHALL NOT EXCEED THE ACTUAL PRICE PAID TO ACP CreativIT LLC BY CLIENT FOR THE EQUIPMENT OR PARTS, WHICHEVER IS LESS.

## Contact for Service

When you need to place a service call to ACP CreativIT LLC, please call us at (920) 438-0333. We will take your name, a brief description of the trouble, and a call back number. We will then contact one of our qualified associates to follow up on your request.

## Statement of Confidentiality

This Statement of Work and proposal is the proprietary and confidential property of ACP CreativIT LLC. By accepting possession of this document, the company named in this document agrees to keep the contents in confidence and not to use, duplicate, or disclose for any purpose other than the purpose of evaluating ACP CreativIT LLC ability to provide the services herein, unless otherwise agreed to in writing by ACP CreativIT. On request by ACP CreativIT, the company named in this document agrees to return the copies of the Statement

of Work to ACP CreativIT, together with the other materials supplied by ACP CreativIT.

### **Non-Solicitation of Personnel**

Client agrees not to solicit, directly or indirectly (through individuals, subsidiaries, holding companies, partnerships, subcontractors, employment agencies or any other financially related firms), nor to tender an offer for employment nor place on their payrolls any present ACP CreativIT LLC employee who becomes known to Client in connection with the proper performance of this Agreement during the term of this Agreement and for a period of one (1) year after its termination. In the event Client hires or contracts with a ACP CreativIT LLC employee in violation of the terms of this paragraph, the Client agrees to pay ACP CreativIT LLC as liquidated damages, and not as a penalty, an amount equal to one half of the employee's annual compensation, including but not limited to wages, bonuses and fringe benefits.

### **Post Installation Review**

ACP CreativIT LLC wants to get your feedback to understand how we could serve you better, and improve our relationship with you. We may also ask for referrals or testimonials. Please feel free to contact us with any questions you may have.

### **Approval for Acceptance and Authorization of Project Completion**

ACP CreativIT LLC will work with you to resolve any problems and answer any questions you have regarding the system implementation. Your signature of acceptance will be asked for upon completion of the project.

### **Approval for Contact Information/Logo Placement**

ACP CreativIT LLC will place our logo and contact information on a 1U blank rack panel to provide you convenient contact information.

### **Approval for Pictures of Completed Project**

ACP CreativIT LLC may take pictures of the equipment upon completion of the project. They will be primarily used to document the installation work and reference in the future if design changes or troubleshooting is required. They also may be used to help represent and communicated to other customers the work that ACP CreativIT LLC does. Your signature of acceptance will be asked for upon completion of the project.

### **Other Approvals**

Throughout this project, ACP CreativIT LLC may provide the customer with other documents requiring approval before we begin a particular phase of the project. Such documents are addendums of this document and are subject to all of the same guidelines stated in this document. A non-exhaustive list of examples would include a Programming Addendum to the SOW and a Custom Plate Addendum to the SOW.

### **Subcontractors**

ACP CreativIT LLC may use subcontractors to assist on this project. All work by subcontractors will be directed and/or supervised by ACP CreativIT LLC staff. Tasks that subcontractors may be utilized for include the following:

- Low voltage cabling – including Cat. 6 cabling
- Conduit and raceway work as required
- Physical installation of devices and equipment

### **Remote Access**

Unless specifically directed otherwise, ACP CreativIT LLC will install TeamViewer software on the any provided servers and create a ACP CreativIT LLC account on the system. This access will be used to facilitate service and repair issues as well as programming changes as directed by the owner.



# Acceptance and Authorization of SOW

**IN WITNESS WHEREOF**, the parties hereto each acting with proper authority Accept this Statement of work

**Project Name:** Rahr West Museum PSEC Upgrades

_____ Keith Lyons <small>Customer Printed Full Name</small>	_____ Andrew Lynch <small>ACP CreativIT LLC Acct Rep Full Name</small>	_____ Brian Mahn <small>ACP CreativIT LLC Engineer Full Name</small>
_____ Director, IT <small>Title</small>	_____ Senior Account Manager <small>Title</small>	_____ Designer <small>Title</small>
_____ <small>Signature</small>	_____ <small>Signature</small>	_____ <small>Signature</small>
_____ <small>Date</small>	_____ <small>Date</small>	_____ <small>Date</small>

**An authorized signature on this document acknowledges that the customer has read our Return Policy located on the Company Info page of the ACP CreativIT LLC website [www.cccp.com](http://www.cccp.com).**

**After all parties have signed, please provide original to customer and a copy to ACP CreativIT LLC.**

# Acceptance and Authorization of Project Completion

**IN WITNESS WHEREOF**, the parties hereto each acting with proper authority Accept this Statement of work

**Project Name:** Rahr West Museum PSEC Upgrades

_____ Keith Lyons <small>Customer Printed Full Name</small>	_____ Andrew Lynch <small>ACP CreativIT LLC Acct Rep Full Name</small>	_____ Brian Mahn <small>ACP CreativIT LLC Engineer Full Name</small>
_____ Director, IT <small>Title</small>	_____ Senior Account Manager <small>Title</small>	_____ Designer <small>Title</small>
_____ <small>Signature</small>	_____ <small>Signature</small>	_____ <small>Signature</small>
_____ <small>Date</small>	_____ <small>Date</small>	_____ <small>Date</small>

Can we use you as a reference or testimonial for the work just completed? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, may we ask why?

\_\_\_\_\_

**After all parties have signed, please provide original to customer and a copy to ACP CreativIT LLC.**