



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Meeting Agenda

Transparency, Engagement, and Communication Committee

Mayor Pro Tempore Michael Holmes, Chair
Council Member Amanda Cook
Council Member Dr. Patrick Harman
Council Member Britt Moore

Cyril Jefferson, Mayor (Alternate)

Wednesday, March 20, 2024

9:00 AM

Council Chamber

Transparency, Engagement, and Communications - Chair Michael Holmes

CALL TO ORDER

1. [2024-110](#) Presentation Regarding the Racial Equity Scorecard
YWCA of High Point will provide an update on the Racial Equity Scorecard.
Attachments: [Racial Equity Scorecard](#)
2. [2024-111](#) Update Regarding a Proposal from Clark Powell for Equipment Upgrades for Video Capturing Capabilities to Stream Meetings to Various Platforms
Staff will provide an update regarding a proposal from Clark Powell for equipment upgrades to accommodate streaming capabilities to various platforms and provide information regarding an additional Communications Specialist position.
Attachments: [Technology Upgrades for Video Streaming](#)

ADJOURNMENT



City of High Point

Municipal Office Building
211 S. Hamilton Street
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Master

File Number: 2024-110

File ID: 2024-110

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Transparency,
Engagement, and
Communication
Committee

File Created: 03/18/2024

File Name:

Final Action:

Title: Presentation Regarding the Racial Equity Scorecard
YWCA of High Point will provide an update on the Racial Equity Scorecard.

Notes:

Sponsors:

Enactment Date:

Attachments: Racial Equity Scorecard

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: Racial Equity Scorecard presentation	
FROM: Eric Olmedo, Assistant City Manager	MEETING DATE: March 20, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Presentation	

PURPOSE:

To update the Transparency, Engagement and Communications Committee on the Racial Equity Scorecard that was prepared for the YWCA of High Point.

BACKGROUND:

The YWCA of High Point worked with Dr. Stephen Sills from the National Institute of Minority Economic Development to create the Racial Equity Scorecard. Dr. Sills analyzed current reports and studies to develop baseline statistics of the racial disparities in High Point.

BUDGET IMPACT:

None.

RECOMMENDATION / ACTIONS REQUESTED:

Information only. No action required.



eliminating racism
empowering women

ywca

High Point

RACIAL EQUITY SCORECARD

HIGH POINT, NC 2023

YWCA High Point is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

155 W Westwood Ave
High Point, NC 27262

336.882.4216
ywcahp.com

INTRODUCTION

YWCA of High Point is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all.

YWCA High Point's core areas of focus are:

- Racial Justice and Civil Rights
- Empowerment and Economic Development
- Health and Safety

Through our work, we determined a “State of Race” scorecard is needed to accurately share data points and facilitate conversations about race in the High Point community. To create the Racial Equity Scorecard, YWCA worked with Dr. Stephen Sills from the National Institute of Minority Economic Development. Dr. Sills analyzed current reports and studies to develop baseline statistics of the racial disparities in High Point.

Community advocates and stakeholders with YWCA High Point leadership chose topics to include in the Racial Equity Scorecard. The group participated in a structured process to determine what measures would most effectively illustrate the state of race as it is today.

Topics include:

- Income and Wealth
- Education
- Public Safety
- Health
- Civic Engagement and Digital Equity
- Transportation and Food Access

These disparities arise from historical policies that systematically devalued Black communities. The Scorecard aims to offer vital data that guides strategic planning, policy-making, and resource allocation to address racial disparities. By visually representing data, it ensures accessibility for various stakeholders and aids in monitoring progress, spotting trends, and guiding policy and resource decisions.

The progress of each statistic will be tracked over time and documented to provide a resource of recommendations for the High Point community. The following steps are to identify evidence-based programs throughout the community to reduce disparities across systems.



37%

of Black households **own** a home vs. **67%** of White households



55%

of Black **renter** households are cost burdened vs. **42%** of White renter households

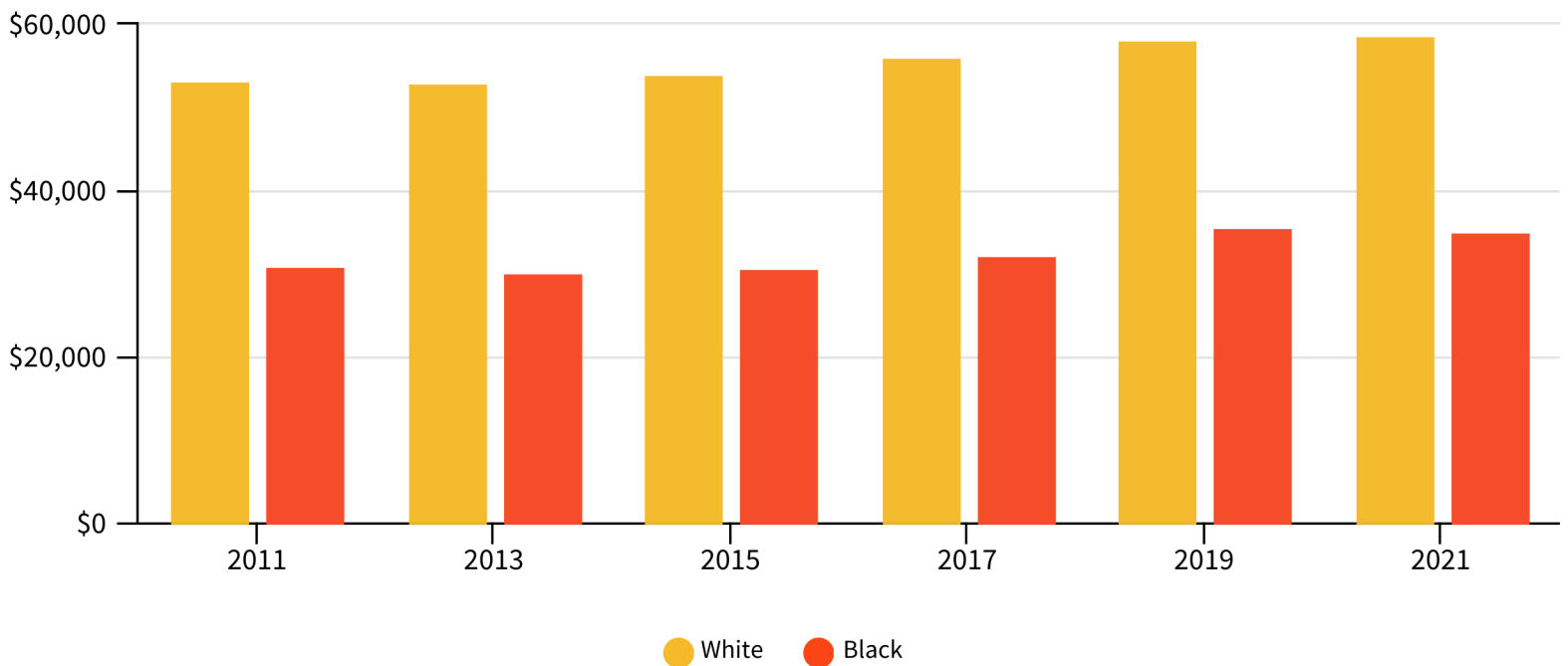


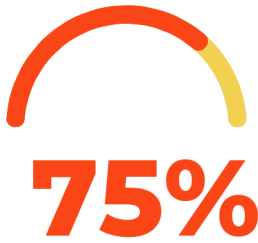
57%

of Black mortgage applicants were **approved** vs. **67%** of White applicants

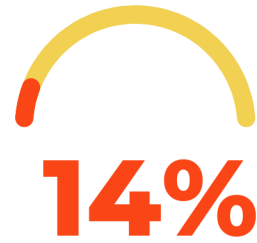
The poverty rate for Black households is **24%** vs. **13%** for White households.

Black households earn 40% less income than White households.



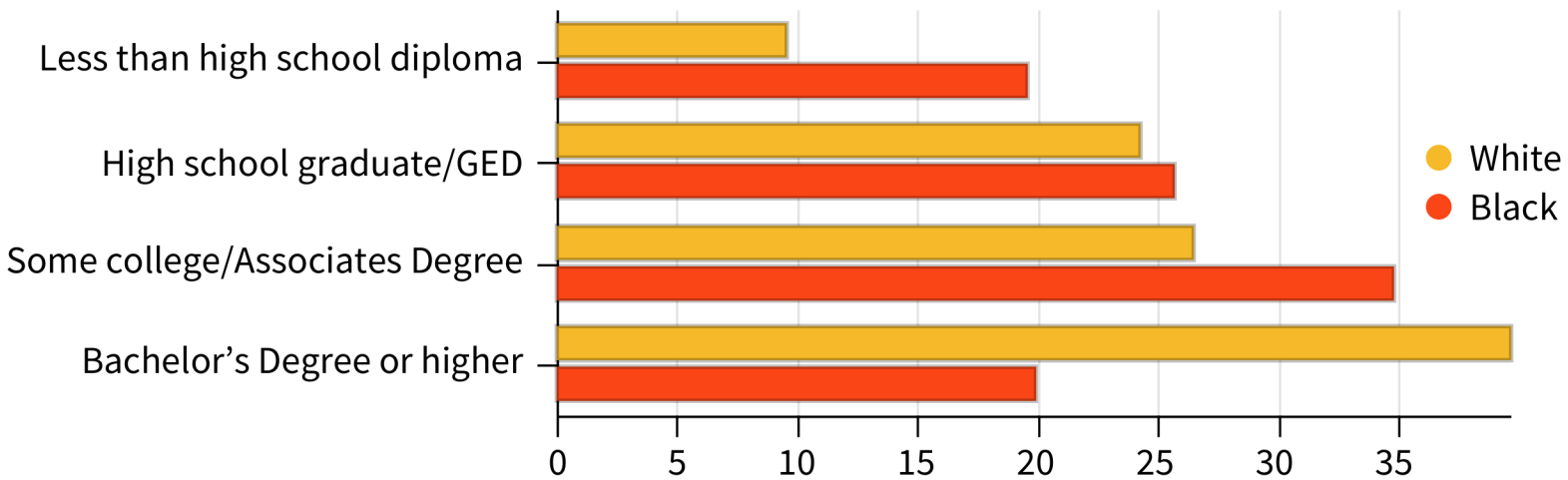


of K-12 public schools in High Point
rank in the **lowest 50%** of NC



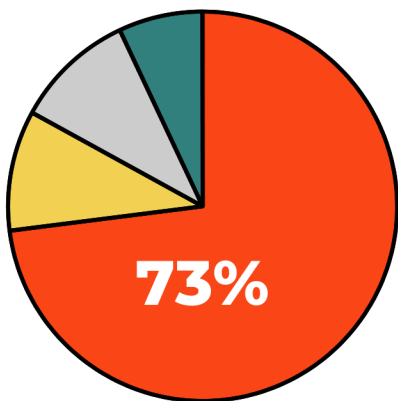
of students dropout before graduation

Educational Attainment

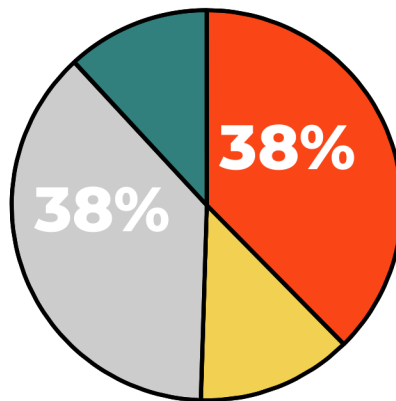


GCS K-12 Enrollment

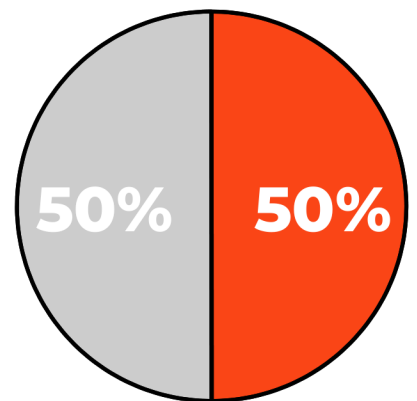
42% ● Black **28%** ● White **18%** ● Hispanic **12%** ● Other



**Short-Term
Suspensions**



**Long-Term
Suspensions**



Expulsions

While Black individuals comprise **35%** of the population, **49%** of traffic stops were for Black drivers and passengers.



54%

of all arrests were for low-level, non violent offenses



55%

of arrestees were Black vs. **43%** White



45%

police used more force per arrest than **45%** of departments

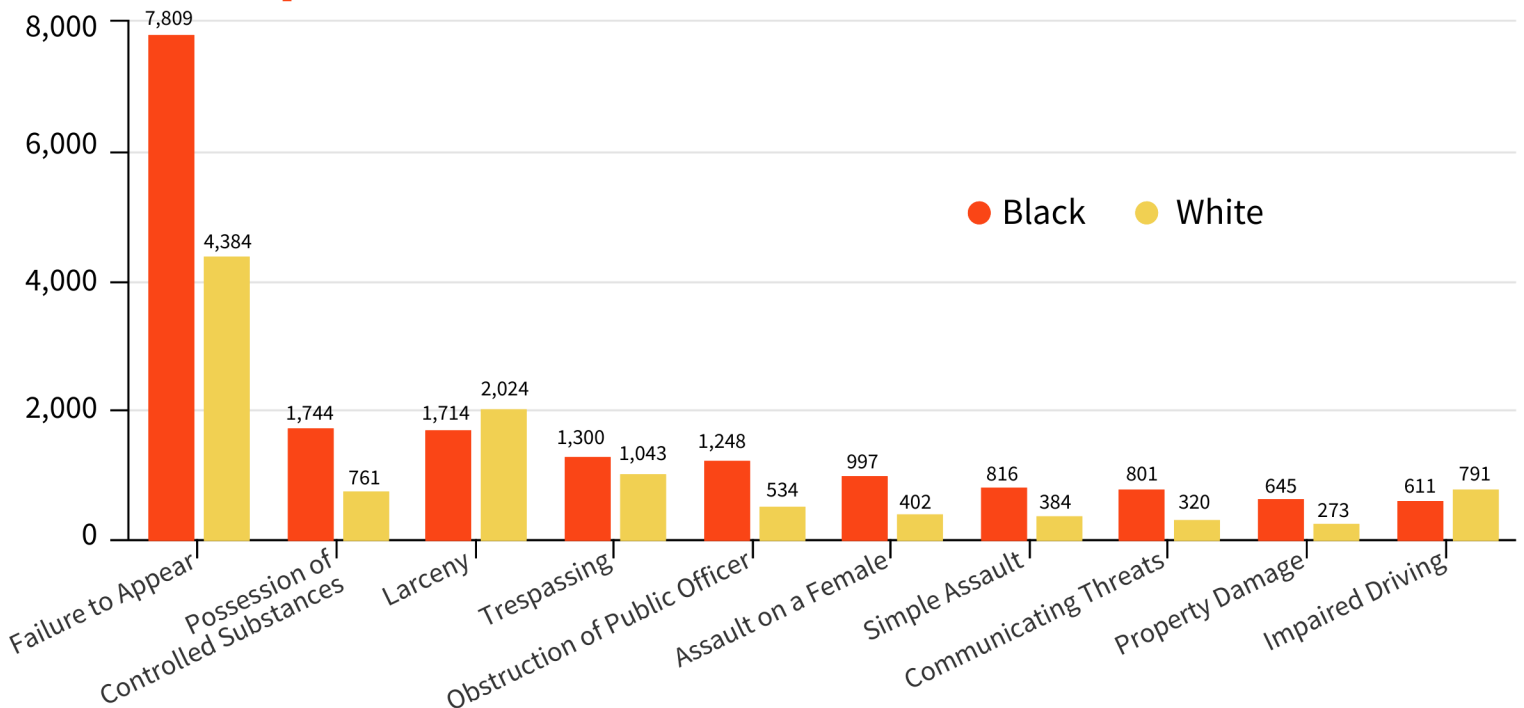


90%

of High Point police officers are White

231 more officers per population than **82%** of departments nationally

Top 10 Police Incidents, Black vs White



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Violent Crimes



73%

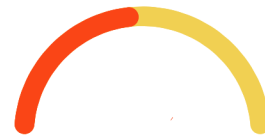
Black Offenders



63%

Black Victims

Property Crimes



49%

Black Offenders

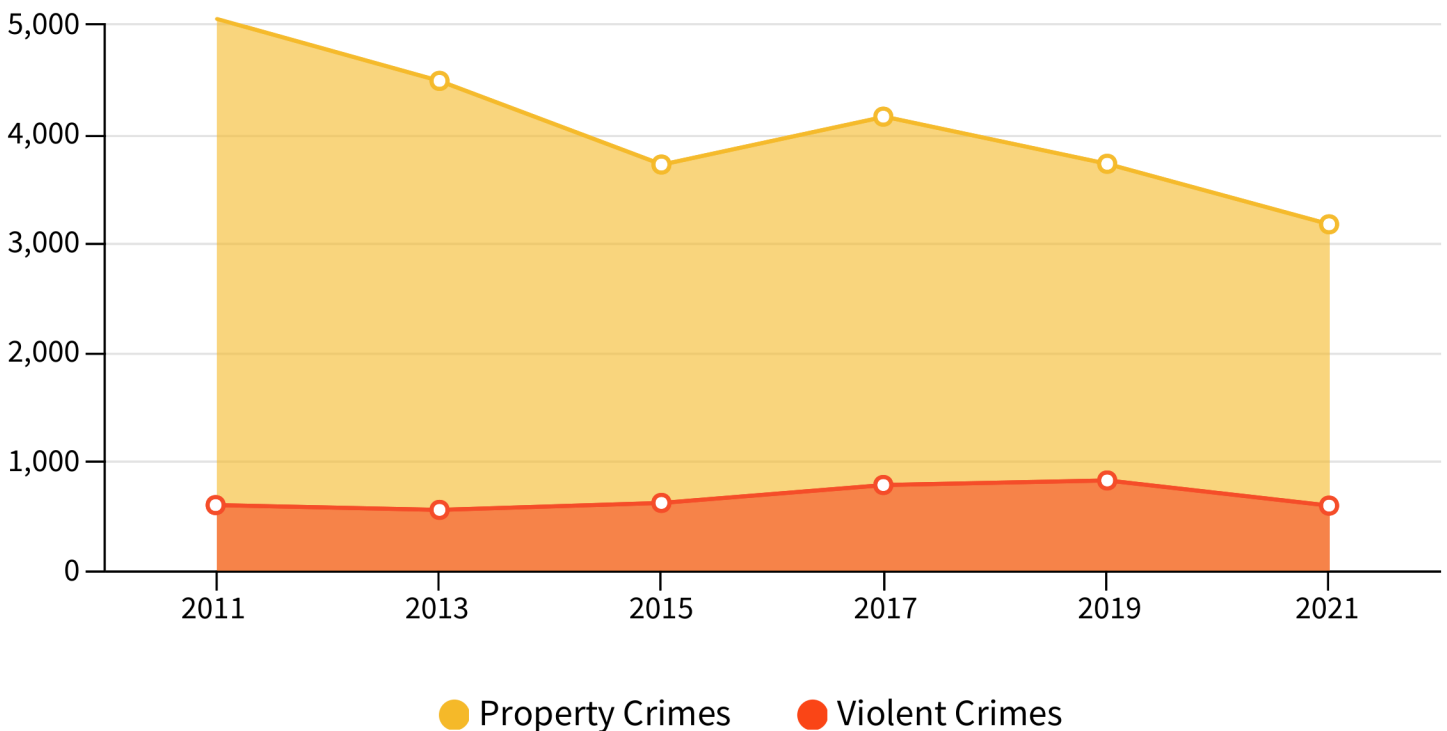


43%

Black Victims

72% of High Point residents worry about violence and crime

In 2021, 3,174 property crimes and 595 violent offenses were reported by the High Point Police Department.



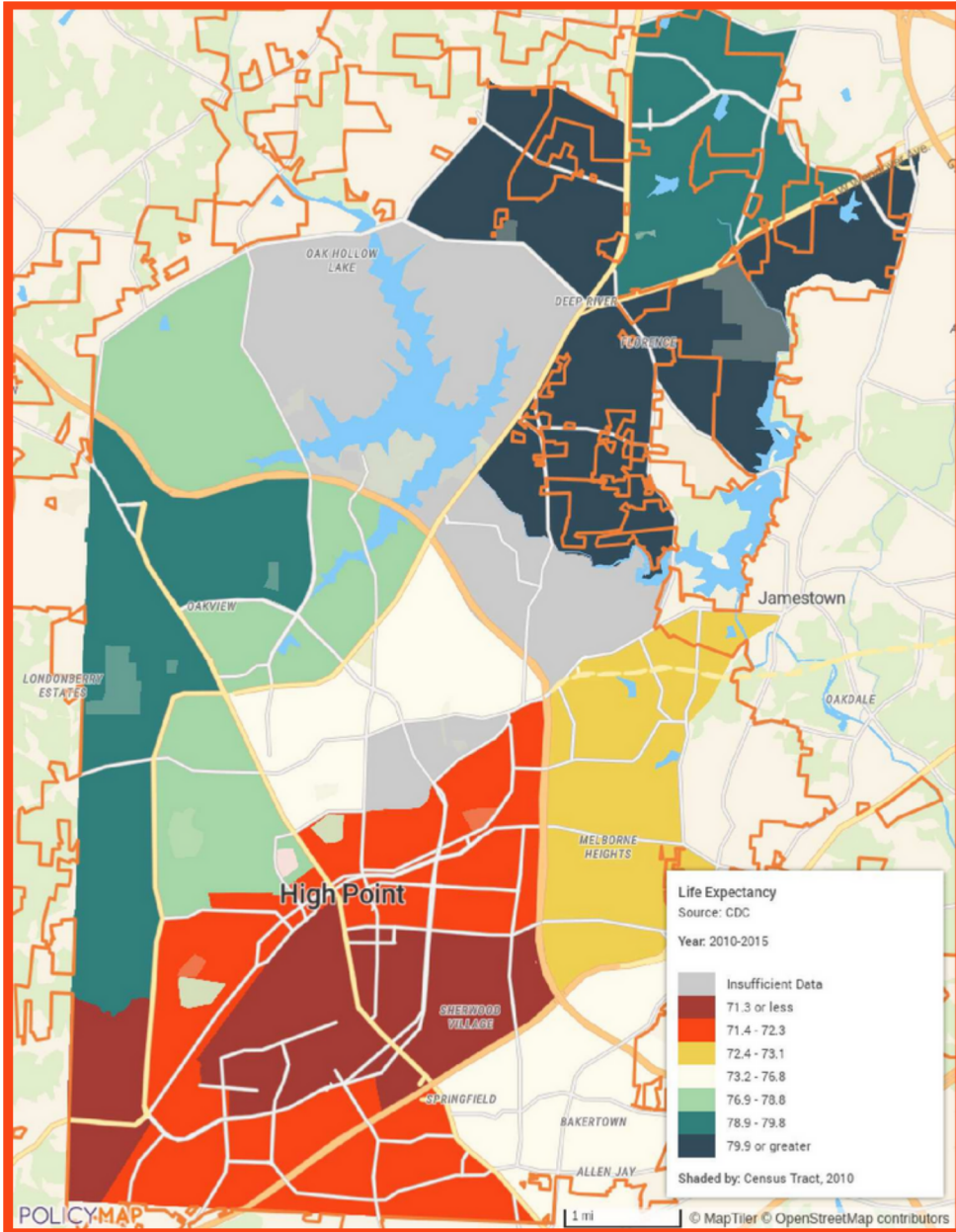
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13.4 Black infant mortality vs **4.5 per**
per 1,000 **1,000 births** White infant mortality



Life expectancy varies by more than **15 years** depending on Census Tract.



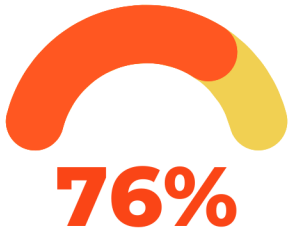
169.5 per 100k
Cancer Death Rate
Black Residents vs.
144.0 White Residents



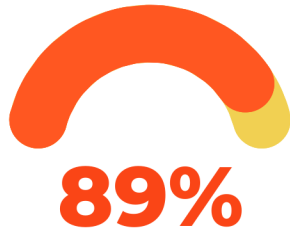
161.4 per 100k
Heart Disease Death Rate
Black Residents vs.
129.0 White Residents



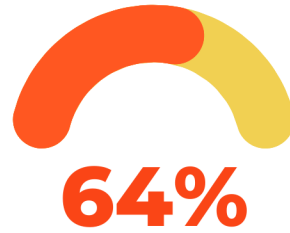
42.2 per 100k
Diabetes Death Rate
Black Residents vs.
18.6 White Residents



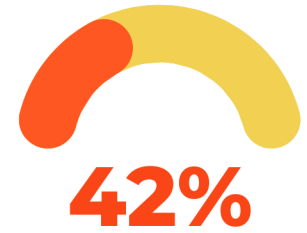
of Black households have broadband vs. **89%** of White households



of Black households have a computer vs. **94%** of White households



of eligible High Point residents voted in local, state, or federal elections in last 12 months



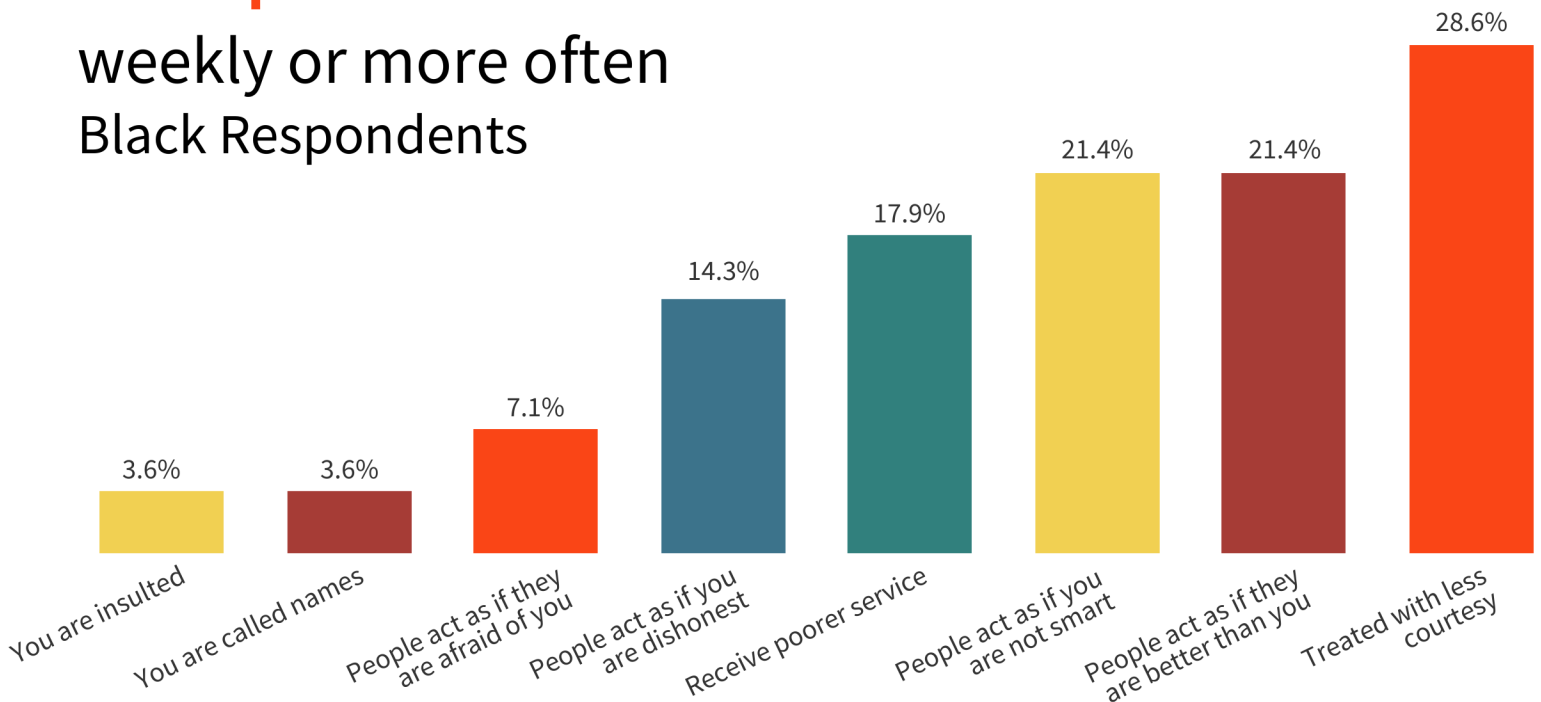
of age eligible Black residents are registered to vote vs **51%** of White residents

x10

Black residents were **10 times** as likely to report acts of discrimination on a weekly or more often basis, as White residents

Perceptions of Discrimination

weekly or more often
Black Respondents



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11% of Black households in High Point have no access to a vehicle vs. **4%** of White households



31% SNAP

31% Black households on SNAP/EBT vs. **10%** of White households



\$8,951

Median household annual food expenditure (2022) or **25%** Black household median income



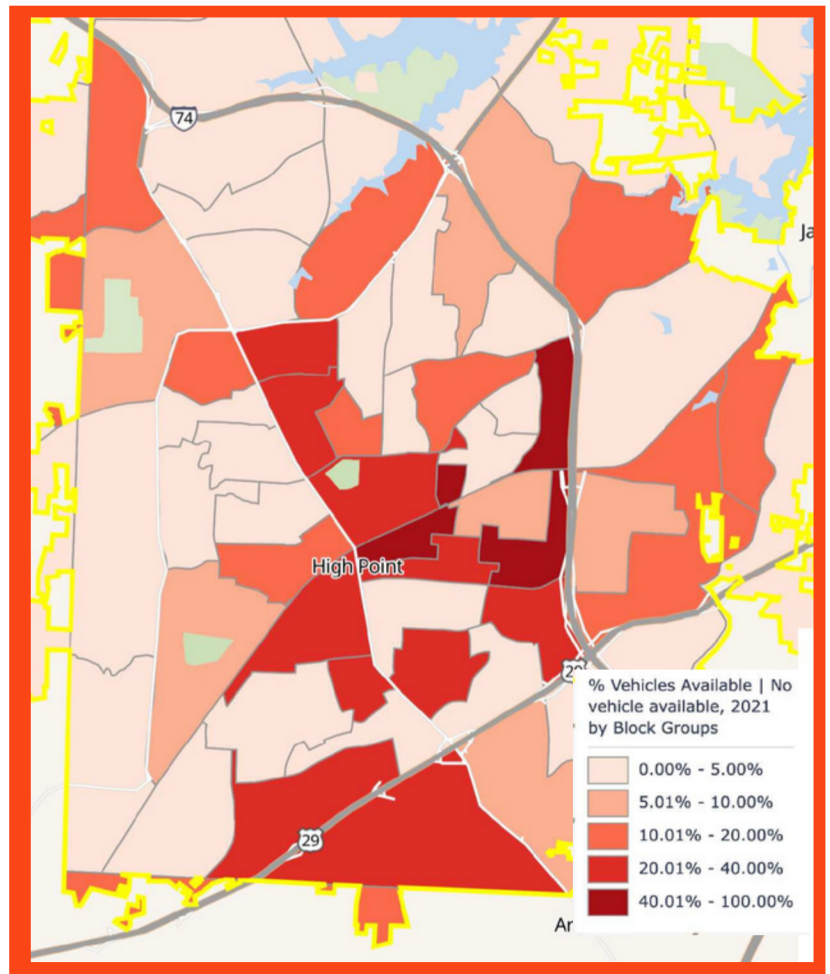
58% tracts

58% of Census Tracts designated as low income/ low food access



6,815 residents

Residents reporting to eat less than **one serving** of fruit/vegetables per day



Over **40%** of households in some neighborhoods lack transportation, critically limiting their access to employment, education, food, and healthcare.

Expand Job Opportunities & Wage Equity:

Establish programs that offer job training, career advancement opportunities, and promote pay equity. This can help increase the income of Black households, reducing the poverty rate.

Promote Home Ownership & Fair Lending:

Expand existing downpayment assistance programs that teach low-and-moderate-income households the home-buying process and financial management. Also, implement partnerships with preferred lending institutions that have proven fair lending practices for minority mortgage applicants.

Affordable Housing Initiatives:

Develop more affordable housing options for renter households to reduce the cost burden. Increase the availability of Housing Choice Vouchers in areas with high rental costs and work with landlords to ensure their participation.

Address Systemic Racism in Schools:

Implement policies to reduce the disproportionate rate of suspensions and expulsions of Black students. Promote conflict resolution, trauma-informed care, cultural competency, diversity and inclusion training for teachers and staff.

Crime Prevention & Community Engagement:

Promote community engagement in safety initiatives while ensuring law enforcement develops inclusive community policing strategies. Integrate social worker co-responders to foster trust with Black residents. Additionally, implement proactive programs to prevent crime and offer alternatives for disengaged youth.

Improve Access to Quality Prenatal Care:

Increase funding and outreach for prenatal care programs to ensure they are accessible for Black mothers. Establish more community health centers, offer mobile health services, and promote early prenatal care through awareness campaigns.

Improve Access to Quality Healthcare:

Implement initiatives targeting the high rates of heart disease, cancer, and diabetes among Black residents. This could include increasing funding for community health centers, offering free or reduced-cost screenings, and promoting healthier lifestyles through culturally appropriate interventions.

Enhance Voter Registration Efforts:

Create campaigns to increase voter registration among Black residents, ensuring their representation in local, state, and federal elections.

Promote Digital Inclusion:

Provide affordable, high-speed internet access for low-income households and promote digital literacy programs in schools and libraries. This can help bridge the digital divide, improving access to online education, employment, and healthcare resources.

Improve Public Transportation:

Enhance public transportation options, particularly in neighborhoods with high levels of households without access to a vehicle. This can improve access to employment, education, food, and healthcare.

BACKGROUND:

The Racial Equity Scorecard, developed by Dr. Stephen Sills from the National Institute of Minority Economic Development, gives an overview of racial disparities in High Point, NC. These disparities arise from historical policies that systematically devalued Black communities. The Scorecard's purpose is to offer vital data that guides strategic planning, policy-making, and resource allocation to address racial disparities. By visually representing data, it ensures accessibility for various stakeholders and aids in monitoring progress, spotting trends, and guiding policy and resource decisions.

SOURCES:

- Center for Disease Control and Prevention. PLACES: Local Data for Better Health. Available at: <https://www.cdc.gov/places/index.html>
- Consumer Expenditure (CE) Public Use Microdata (PUMD) SimplyAnalytics Database. Available at: <https://simplyanalytics.com/>
- Federal Bureau of Investigation. Crime Data Explorer. Available at: <https://cde.ucr.cjis.gov/>
- Nationwide Police Scorecard Available at: <https://policescorecard.org/nc/police-department/high-point>
- Federal Financial Institutions Examination Council. Home Mortgage Disclosure Act (HMDA) Data. Available at: <https://www.ffiec.gov/default.htm>
- High Point Police Dept. Annual Report. Available at: <https://www.highpointnc.gov/DocumentCenter/View/15993/2020-ANNUAL-REPORT-FINALpdf>
- NC Department of Public Instruction. Short-Term Suspensions, Long-Term Suspensions, and Expulsions in PSUs by Sex and Ethnicity, 2021-2022. Available at: <https://www.dpi.nc.gov/>
- Police Scorecard. High Point Police Department. Available at: <https://policescorecard.org/nc/police-department/high-point>
- Public School Review. <https://www.publicschoolreview.com/north-carolina/guilford-county>
- Research, Policy, and Impact Center, Detroit Area Study Discrimination Questionnaire (DAS-DQ) Administered to High Point Residents 2023.
- US Census Bureau American Community Survey. PolicyMap Database. Available at: <https://policymap.com>
- US Census Bureau American Community Survey. SimplyAnalytics Database. Available at: <https://simplyanalytics.com/>

This project was supported by a grant from the Foundation for a Healthy High Point and the YWCA High Point.

LEARN MORE:



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YWCA

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Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Transparency,
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Communication
Committee

File Created: 03/18/2024

File Name:

Final Action:

Title: Update Regarding a Proposal from Clark Powell for Equipment Upgrades for Video Capturing Capabilities to Stream Meetings to Various Platforms
Staff will provide an update regarding a proposal from Clark Powell for equipment upgrades to accommodate streaming capabilities to various platforms and provide information regarding an additional Communications Specialist position.

Notes:

Sponsors:

Enactment Date:

Attachments: Technology Upgrades for Video Streaming

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Video Streaming of Council Meetings	
FROM: Jeron Hollis, Managing Director	MEETING DATE: March 20, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Clark Powell Quote	

PURPOSE: City Council's consideration to upfit the Council Chambers with video capturing capabilities to stream meetings to our various platforms, including HPTV (High Point TV).

BACKGROUND: Council has requested that staff investigate the possibility of adding video to the stream of our council meetings.

Clark Powell has worked with staff for several years with support and design of current audio and broadcast equipment in the Council Chamber. The company has provided a quote for upgrades that would consist of adding three PTZ (point, tilt, zoom) cameras in the council chamber and installing a new camera controller and support equipment that will improve Zoom and Microsoft Teams integration. The quote will also provide upgrades that allow for the necessary switching and controls a live video meeting would require. Additionally, there is an optional quote that would add two new PTZ cameras in the third-floor conference room (Fishbowl).

The quote also includes the Cablecast app that enables the public to access the channel, a custom "HPTV" app on Hulu, Apple TV, Roku, Amazon Fire, IOS and Android, etc., a Smart Hub converter to switch TV signals as needed from live shots to council meetings to regularly scheduled programming, Live U licensing for remote live broadcasts that can be aired on our TV channel to the public, and three years of customer service for the central control unit (Tricaster).

In addition, staff recommended to the TEC Committee in the January 17, 2024 meeting that should Council proceed with the video production of meetings, an additional Communications Specialist position will be needed as well as a revision of our current broadcast policy.

BUDGET IMPACT: Funds for this project could be allocated from available Fund Balance in the amount of \$164,758.00 for additional equipment and streaming capabilities. The full-time position required, would need to be authorized by Council along with funds of approximately \$99,000.00 (salary and benefits) annually.

RECOMMENDATION/ACTION REQUESTED: This is an information item for City Council's consideration.

System Proposal

Date: February 27, 2024
To: Ryan Ferguson
Company: City of High Point
Address: 211 S Hamilton St.
City: High Point, NC 27260
Work Phone: 336.883.3288
Cell Phone: 336.442.6042
E-mail: ryan.ferguson@highpointnc.gov
Proposal: H574.LW
Project Name: Council Chamber Cablecast and Camera Upgrade
Scope of Work: Customer is responsible for all necessary AC power and LAN connectivity.

Lee White-CTS
 Account Manager
 110 Regent Dr.
 Winston Salem, NC 27103
lwhite@clark-powell.com
 Toll Free: 800 533 1099
 Ph:336-701-6524 Fax:855-403-8200
Inside Sales Support
 800-532-1099
insidesales@clark-powell.com
Valid: 30 Days

Standard system warranty is for 90 days after completion of the install. Optional extended support plans are provided below the system price.

Scope of work:

Replace existing NDI switch with new larger more capable switch.
 Install and cable 3 new PTZ cameras in the Council Chamber
 Install and cable new camera controller
 Install 2 new PTZ cameras in the Fishbowl. **Cable from Fishbowl to Control Room pulled by others**
 Install and cable new Cablecast Omni system in place of existing Leightronix
 Install and cable new Tricaster 1 Pro in place of existing Tricaster
 Install and cable new LiveU system
 Get Tricaster audio back into the BIAMP so far-end audio can be heard in the Council Chambers.
 Install and cable new Blackmagic 12x12 router in place of existing Sierra router
 Install any necessary conversion and cabling to support traffic cam feed into router (**removed from current scope of work**)
City of HP will provide holes in marble for cable pass-through at camera locations.
City of HP will provide current Crestron code for ClarkPowell to update as needed. If code cannot be provided we will provide a Quote for complete re-programming.
Once we update all code we can provide copies to City of HP and we will also store code on ClarkPowell servers.

Configure and test all systems. Warren to provide end-user training on all but Cablecast. Cablecast to provide training on Omni system. Develop and provide workflow documentation and full system drawings..

Item #	Qty	Manufacturer	Model	Description	Unit	Total
HARDWARE						
Council Chamber Upgrades						
<u>Cameras</u>						
	3	Panasonic	AW-UE100WPJ	PTZ Camera	-	-
	1	Panasonic	AW-RP150	Touchscreen Remote Camera Controller	7,374.00	22,122.00
	1	Netgear	M4250-26G4F-PoE++ (GSM4230UP)	24x1G PoE++ 1,440W 2x1G and 4xSFP Managed Switch	4,751.00	4,751.00
	3	Panasonic	FEC-100WMW	Professional PTZ Camera Wall Mount for AW-UE100 (for both rooms)	2,911.00	2,911.00
	3				202.00	606.00
<u>Tricaster</u>						
	1	Broadfield	FG-003245-R001	TriCaster 1 Pro 2RU	-	-
	2	Broadfield	FG-003262-R001	Tricaster Flex Control Surface	22,995.00	22,995.00
	3	Broadfield	PTP-000000038	ProTek Prime for Tricaster 1 Pro	9,495.00	9,495.00
	4	Broadfield	PTP-000000064	Protek Prime for Flex Control Surface	1,222.00	3,666.00
	3				445.00	1,335.00
<u>Cablecast</u>						
					-	-
					-	-
					-	-

				Web-centric 1x1 Broadcast, VOD and Live Streaming Solution in a 3 RU chassis. Streams H.264 HLS Adaptive bitrate to mobile devices, OTT and desktops. Pulls in and records NDI, RTP, RTMP, RTSP, SRT and HLS streams as well as		
1	1	Cablecast	CBL-VIO2-OMNI	SDI. Includes Cablecast Automation, scheduling and CG Software. Includes graphics, crawl, bug, and bug text on streaming output. Single SDI output. Redundant power, 10TB RAID5 Content and 256GB RAID1 OS drives. 3 year hardware warranty and system commissioning included.	23,598.00	23,598.00
2	2	Cablecast	CBL-VIO2-OMNIHA	Annual hardware assurance contract for the CBLVIO2-OMNI-HA. First 3 years are included with the purchase.	1,897.00	3,794.00
3	4	Cablecast	CBL-SVC-PHHRLY	One hour of telephone training, installation assistance or service. Train and installation support need to be scheduled 2 weeks in advance	103.00	412.00
4	1	Cablecast	CBL-REFLECTPLUS	Annual Cloud-based reflection service with cloudbased storage and delivery operating in conjunction with both Cablecast Live and Cablecast VOD. Content is pushed to Reflect+ eliminating the need to open a port in your Firewall. Includes 2TB of storage. Additional storage available in 1TB increments. Serves a virtually unlimited number of live and VOD streams over the web, OTT and Mobile apps. Includes up to 3 live streaming Channels. Must be renewed annually.	3,750.00	3,750.00
5	1	Cablecast	CBLCABLECAST APP	One time development, administrative and creative fee to integrate user supplied artwork and logos into ONE branded OTT app for Apple TV, Roku, Amazon Fire, iOS or Android. Typical lead time is three weeks upon delivery of requested assets which include high quality logo's, brand colors, and images to be utilized in the custom design. Customer is also responsible for signing up for developer accounts which may affect delivery dates. Please specify ONE platform:	1,539.00	1,539.00
6	4	Cablecast	CBLCABLECAST ADD	One time development, administrative and creative fee to integrate user supplied artwork and logos into additional branded Cablecast OTT apps for Apple TV, Roku or Amazon Fire, iOS or Android. Typical lead time is three weeks upon delivery of requested assets which include high quality logo's, brand colors, and images to be utilized in the custom design. Customer is also responsible for signing up for developer accounts which may affect delivery dates. Please specify the platform.	1,009.00	4,036.00
	1	BMD	BMD-VDHUB12G1010	SmartHub 12x12 12G	1,625.00	1,625.00
	1	Magewell	641500000	NDI to SDI converter	404.00	404.00
	1	DataVideo	DAC 70	Up/Down/Cross for SDI to Cablecast	613.00	613.00
				LiveU	-	-
	1	LiveU	LU300SPEGBUN DLEPRO4G	LU300S PEG Bundle, PRO License LU300S-PEG-BUNDLE-PRO-4G LU300S PEG Bundle, PRO License	15,741.00	15,741.00

Committee Room (Fishbowl)

Cameras

2	Panasonic	AW-UE100WPJ	PTZ Camera		-	-
2	Panasonic	FEC-100WMW	Professional PTZ Camera Wall Mount for AW-UE100 (for both rooms)		7,374.00	14,748.00
					202.00	404.00

RACKING

1	ClarkPowell	Custom	AV Equipment Rack w/ Power Management & All Accessories	Rack Shelves, etc.	200.00	200.00
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SERVICES & MISC. INSTALL ITEMS

1	ClarkPowell	Custom	Misc. Installation Hardware, Cables, Connectors & Rental Expenses		1,767.00	\$1,767.00
1	ClarkPowell	Custom	Design, Engineering, Project Management, Installation, Programming, Testing & Training		18,788.00	\$18,788.00
1	ClarkPowell	Custom	1 Year System Assurance Plan		4,805.00	\$4,805.00
					<i>Estimated Ground Freight</i>	\$653.00
					SUBTOTAL	\$164,758.00

OTHER

1	ClarkPowell	Custom	Bus. Licenses & permits		-	
1	ClarkPowell	Custom	Performance Bond		-	

TOTAL ESTIMATED PRICE **\$164,758.00**

30% Deposit due with order \$49,427.40

Prices valid for 30 days from date of the proposal

WARRANTY INFORMATION: ClarkPowell will repair any defect in the system directly related to the installation services provided by ClarkPowell for a period of 90 days after the completion of the project installation. This standard warranty does not apply to the equipment that makes up the system. Each piece of equipment in the proposed system will carry a standard manufacturer's warranty the details of which will be provided by ClarkPowell within the system documentation. Optional preventative maintenance and service contracts are available from ClarkPowell and are highly recommended for optimum performance of your system. For further reference see our website at www.clark-powell.com/standard-warranty/ for details on our standard warranty, and the terms & conditions of which are incorporated herein.

Protect your investment.

ClarkPowell offers two cost-effective levels of ongoing service support, over and above your original 90 day warranty:

	First Year	2nd Year	3rd Year	3 Year Bundle
CP ASSURANCE; 2 Preventative Maintenance Visits, Unlimited Call-outs, 2 Working Day response time	\$4805	\$6219	\$6530	\$14043
CP ASSURANCE Plus; 4 Preventative Maintenance Visits, Unlimited Call-outs, 1 Working Day response time	\$8517	\$11168	\$11726	\$25129

PROJECT TIMING - ClarkPowell prides itself in providing systems tailored to the specific needs of each client. Because of this we have a very well defined process that commences upon receipt of the client purchase order. During this process, the final design is agreed and then peer reviewed before any orders are placed. Also, due to the specialist nature of much of the equipment that we supply, there can be manufacturing times to consider and some items may be available on back-order only. Because of these factors, for an average, non-complex project you should expect installation to commence no sooner than 6 - 8 weeks after order placement. We can, of course, accommodate expedited schedules if your needs are urgent - please discuss this with your sales representative.

This proposal/system design includes only the items listed above. Price DOES NOT include Tax or Freight, unless noted as a separate line item. Restocking and return freight fees may apply to any equipment returned after order.

All Rights Reserved. This system proposal and any system design implied therein are the intellectual property of ClarkPowell and would be considered a "Trade Secret". Using the contents of this quote for any bid document is strictly prohibited. Proposed hours for installation are Monday-Friday, 8:00am to 5:00pm. Deviations from these times will require special conditions and pricing modification.

CLARKPOWELL STANDARD TERMS AND CONDITIONS:

Payment terms are as follows:

1. All orders are subject to credit approval.
2. A 30% deposit will be required with all installation orders, due upon receipt of PO.
3. Invoices for progress payments will be generated monthly for equipment and non-equipment costs.
4. Warehoused equipment will be invoiced, itemized with serial numbers and available for inspection.
5. ClarkPowell accepts Visa, MasterCard, American Express credit card orders. Credit card orders are subject to a 3% processing fee which will be added to the above total on the final invoice. Credit card orders are limited to \$10,000.00.
6. Payment terms are net 20 calendar days. ClarkPowell does not offer any early pay discounts
7. This system Proposal is valid for 30 days with the exception of any increases in international trade tariffs.

Performance terms are as follows:

1. Standard manufacturer's warranties apply to all items.
2. Site conditions may require certain complete and finished facility infrastructure or network connectivity to be provided by client in order to complete an operational system.
3. ClarkPowell assumes no liability or risk of loss for owner furnished equipment or data contained therein.
4. ClarkPowell will attempt to utilize existing software "code" furnished and owned by the client but assumes no liability for said code. Software code developed by ClarkPowell under contract will be furnished to client upon final payment of the project.
5. ClarkPowell will make every effort to fulfill the project in the client's requested timeline but cannot guarantee compliance due to external factors such as manufacturer's equipment availability.
6. Schedule changes will require a minimum 5 business day notice in order to accommodate changes to the on-site crew assignment.
7. Service calls carried out under warranty that are found to be the cause of Owner Furnished Equipment (OFE) will be subject to charge.

EXCLUSIONS:

The following work is not included in our Scope of Work: All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc / Concrete saw cutting and/or core drilling / Fire wall, ceiling, roof and floor penetration / Necessary gypsum board replacement and/or repair / Necessary ceiling tile or T-bar modifications, replacements and/or repair / All millwork (moldings, trim, cut outs, etc.) / Patching and Painting / Permits (unless specifically provided for and identified within the contract).

NOTICE: This Scope of Work is delivered on the basis of the following Assumptions: The room(s) match(es) the drawings provided / Site preparation by the Customer and their contractors includes electrical and data placement per CLARK-POWELL specification / Site preparation will be verified by CLARK-POWELL project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment / Customer communication of readiness will be considered accurate and executable by CLARK-POWELL project manager / In the event of any arrival to site that CLARK-POWELL is not able to execute work and definable progress, the Customer will be charged a delay notice fee to offset the lost time due to the lack of readiness. The delay notice Fee will be presented as a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon / Rescheduling and redeployment of CLARK-POWELL technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days / There is ready access to the building / facility and the room(s) for equipment and materials / There is secure storage for equipment during a multiple-day integration / If Customer furnished equipment and existing cabling is to be used, CLARK-POWELL assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that maybe necessary will be made at an additional cost / Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials / Document review / feedback on drawings / correspondence will be completed by the Customer within two business days {unless otherwise noted} / The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders

Proposal Approved by: _____ Proposal #: H574.LW

Signature: _____

Date: