



Response to Request for
Proposal for
Digital Signage Displays
Audio Visual
March 26, 2024

Prepared By:
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Director of AV
INNO4 LLC
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DATE: April 3, 2024
PROPOSAL FOR: Belmont Middle School
CUSTOMER:
PROJECT: Digital Signage Displays
LOCATION: 225 Concord Ave Belmont, MA 02478
PROPOSAL NUMBER: AV-240914BPS- Rev1

INNO4 is pleased to present Belmont Middle School with this proposal for the Digital Signage Displays project. We appreciate the opportunity and value the trust you have placed with INNO4. As you know, we take this project and our relationship with Belmont Middle School very seriously and are committed to your success and to a continued, long and mutually valuable partnership between our two companies.

DESCRIPTION OF THE WORK/PROJECT:

INNO4 shall supply all required materials and labor for support of the audio-visual system installation in the Digital Signage Displays based off the supplied Scope of Work and drawings.

SCOPE OF WORK ITEM 1:

- Scope description can be found under each of the rooms equipment list pages.

SPECIFIC PROJECT INCLUSIONS

- All work shall be done in accordance to applicable EIA/TIA/IEEE/NEC/ANSI Codes, specifications and standards.
- Electronic Test Results for all cabling.
- Professional Services. INNO4 shall provide:
 - Project Management through a single point of contact.
 - Response Time (INNO4 shall respond to customer emails or calls within 1 business hour)

MISSION CRITICAL EVENTS & PROJECT TIMELINES:

- All mission critical events and timelines shall be addressed once project has been awarded to INNO4.

HOURS OF WORK:

- All work for the above scope of work shall take place during normal business hours of **8:00am – 5:00pm** (5-Day Work Week) beginning Monday and finishing Friday.

NOTES FOR CLARIFICATION:

- INNO4 warrants all labor and material furnished and installed by INNO4 for a 1-year period.
- INNO4 shall extend any and all manufacturer's warranty on all products furnished by INNO4.
- INNO4 will verify all OFE items are functional prior to installation of said items and warrants the installation only of these items.
- Scope of work is for the installation listed above, and does not include any related work regarding 3rd party equipment installation.



TESTING & VALIDATION:

- All testing shall be performed per the ANSI TIA/EIA specifications.

ASSUMPTIONS OF SCOPE OF WORK:

- INNO4 will be provided with full access in and out of the facility throughout the duration of the project.
- Any required man-lift rentals are not included in pricing. All permit fees are included.
- Any warranty work that becomes necessary, will be completed during normal working hours.
- Customer parking facilities are available for use by INNO4 personnel in close proximity to the project site.
- Pricing excludes any work in an hazardous or asbestos-containing environment.

INVOICING, PAYMENT TERMS & DELIVERABLES:

1. Invoices should be emailed to address: **Digital Signage Displays** c/o
 - a. 50% Material and 20% mobilization invoice will be submitted upon acceptance of proposal.
 - b. Installation progress billings will be submitted monthly per the schedule of values submitted as an attachment.
 - c. Final installation invoice will be submitted upon job completion and acceptance.
 - d. Terms are due upon receipt of invoice.
 - e. Past due invoices are subject to a service charge of 1.5% per month on the unpaid balance
2. Attached to each invoice will be the following deliverables:
 - a. INNO4 "Billing Detail Sheet" identifying base scope of work charge for the site and itemizes and explains any line item/incidental charges that may pertain to the referenced site.
 - b. Job completion documentation, to include: As Built drawings, Model #'s, SN's, Installation Location, Asset Tag placement for provided equipment (Asset Tags provided by client).

TERMS AND CONDITIONS:

- Please see Terms and Conditions on the last page.

The information contained in this document was sent from INNO4 LLC. and is intended solely for the use of the addressee. As this information may be privileged or confidential, any unauthorized disclosure, copying, distribution, or other use is strictly prohibited.

Thank you for considering INNO4 LLC for your audio visual needs. Upon acceptance of this proposal, please sign and return to INNO4 LLC. Please have your purchase order reflect the contract terms and conditions and clarifications specified in this proposal. If you have any questions, please contact me at (508) 364-4343.



SIGNAGE DISPLAYS

AV SYSTEM

QTY	DESCRIPTION
2	Inno4 LLC Labor - Level 1 Tech
6	Samsung QM55C- 55" LED Backlit LCD Display 4K for digital signage
6	Chief MSTU MEDIUM FIXED THINSTALL UNIVERSAL
1	CAT6a Cable Shielded
1	Inno4 Misc. Installation Supplies Miscellaneous installation: Plywood for backing, Shielded CAT6A

EQUIPMENT TOTAL	\$9,930.00
LABOR TOTAL	\$3,720.00
SIGNAGE DISPLAYS TOTAL	\$13,650.00

ELECTRICAL:

- Additional (6) power outlets to be added for each display unit.
- Permit Fee

**Estimated Pricing pending electrical walk through*

→ \$5,500.00

TOTAL:
(Pending electrical walk through)

\$19,150.00*

Equipment	\$9,930.00
Installation	\$3,720.00
Shipping	\$750.00
Electrical*	\$5,500.00
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Project Total	\$19,150.00

Agreed and Accepted:**Proposal Number: AV-240914BPS****INNO4, LLC**

By: *Brianna Testa*
Brianna Testa
Account Executive
15 Broad Street, Suite 240
Boston, MA 02109
brianna.testa@inno4llc.com

Date: _____**Belmont Middle School****By:** _____**Print Name:** _____**Title:** _____**Purchase Order #:** _____**Date:** _____

Once authorized and signed, please email to Dan Lee @ the above email address listed.



Data Infrastructure



Cybersecurity



Audio Visual



Managed Services

INNO4 continuously makes every effort to provide our customers with the most competitive price for material. Due to worldwide fluctuations in copper, petroleum and other products used in the manufacturing and delivery of materials, we reserve the right to pass along in material price changes after 30 days from this quote. Prices are valid for 30 days from the date of this proposal.

INNO4 shall not be liable for damages to materials or bodily injury arising from causes beyond its reasonable control.

All freight charges are included in this proposal. If requested to expedite material by the customer or its representative, those expedited freight charges will be added at cost to project invoicing.

INNO4 cannot be held responsible for delays of installation or shipment of material when affected by conditions such as sabotage, strikes, acts of god, union picket lines, inadequate notice or delays caused by others including but not limited to delayed inspections, lack of access or delay in change orders, approvals or progress payments.

Payment and performance bonds, overtime, shift premiums, prevailing wages, liability for any liquidated damages, cutting, patching and painting, handling of hazardous materials, removal and dump fees, utility charges, hidden conditions, coordination with utilities, connection to life safety systems and system monitoring, if applicable, are not included unless specifically stated in the contract documents.

If additional services are required during the course of this project or an extension of the scheduled project duration is required, additional costs may be incurred. In this event, a Service Work Order document will be provided and agreed upon by both INNO4 and the customer prior to commencement of work.

ADDITIONAL TERMS:

1. **NON-SOLICITATION:** During the Term of this Project and for one year thereafter, CUSTOMER agrees not to directly or indirectly hire or attempt to hire an employee or contractor of INNO4 who is directly involved in the performance of services under this Proposal.

2. **CHANGE ORDERS:** If additional services are required during the course of this project or an extension of the scheduled project duration is required, additional costs may be incurred. In this event, a Change Order document will be provided and agreed upon by both INNO4 and the customer prior to commencement of work.

3. **WARRANTY:** INNO4 agrees to correct promptly, without additional cost to CUSTOMER, any and all defects in INNO4's Work which may appear within warranty period as mutually agreed upon by both parties. If no such period is stipulated in the Contract Documents, then such guaranty shall be for a period of one (1) year from date of completion and acceptance of INNO4's Work by the CUSTOMER.

4. **CONFIDENTIALITY:** The material contained in this proposal contains confidential information of INNO4, including, but not limited to, proprietary formulas, marketing and advertising methods, pricing information, financial information, ideas, concepts, processes and other information relating to the business of INNO4.

Confidential information may also include material non-public information, which may not be further disclosed or used except in strict compliance with this confidentiality provision and all federal and state securities laws. Recipient of this proposal will maintain the confidentiality of the information contained herein and will not release, publish, reveal or disclose, directly or indirectly, such confidential information to any other person or entity without first obtaining the prior written consent of INNO4.

By retention of this proposal, recipient agrees that the confidential information will only be used for the purposes intended hereby and will not be exploited in any other manner.

4. **CONFIDENTIALITY (continued):**

Recipient will not make, or permit to be made, except in furtherance of the express purposes intended hereby, any copies, abstracts, or summaries of the material contained in this proposal. INNO4 retains title to this proposal, and, upon termination of the business arrangement discussed hereby, recipient agrees that it shall promptly return or destroy this proposal and all documents associated therewith, whether prepared by the recipient or INNO4, retaining only one copy of such documents as may be necessary to document its decision with respect to the proposed business arrangement.

5. **INDEMNITY:** Indemnification. Subject to the limitations on liabilities and damages set forth herein, each party (the "Indemnifying Party") agrees to indemnify and hold harmless the other party (the "Indemnified Party") for, and to pay the Indemnified Party, the amount of, any loss, liability, claim or damage or expense (including costs of investigation and defense and reasonable attorneys' fees) (collectively, "Damages"), incurred or suffered by the Indemnified Party to the extent directly arising from: (i) any breach of any express written representation or warranty made by the Indemnifying Party in this Agreement; (ii) any breach by the Indemnifying Party of any express written covenant or obligation in this Agreement; (iii) any bodily injury or death to persons or physical damages to or loss of tangible personal property, either of which is caused by the negligence or willful misconduct of the Indemnifying Party, and in such case, the Damages, if any, to which the Indemnified Party shall be entitled, shall be limited to those directly attributable to physical bodily injury (including death), or to the lesser of the replacement cost or the cost of repair of such tangible personal property. In no event shall either party be entitled to Damages from the other party arising from damage to such party's intangible personal property.

6. **LIMITATION OF LIABILITY:** IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES WHATSOEVER ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS, REVENUE, OR USE, INCURRED OR SUFFERED BY EITHER PARTY OR ANY THIRD PARTY, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE OTHER PARTY OR ANY OTHER PERSON HAS BEEN ADVISED OF THE POSSIBILITY OF DAMAGES.

7. **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

8. **SUCCESSORS AND ASSIGNS:** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their successors but neither this Agreement nor any rights hereunder shall be assignable by the Parties.

9. **MODIFICATIONS:** Any supplement, modification or waiver of any provision of this Agreement must be in writing and signed by an authorized representative of the Parties.

10. **SEVERABILITY AND WAIVER:** The partial or complete invalidity of any one or more provisions of this Agreement shall not affect the validity or continuing force and effect of any other provision. The failure of either party to insist upon the performance of any term or condition of the Agreement shall not be construed as waiver of such a term or condition with respect to further performance.

11. **ENTIRE AGREEMENT:** THIS AGREEMENT AND THE DOCUMENTS INCORPORATED BY REFERENCE HEREIN REPRESENT THE ENTIRE AGREEMENT BETWEEN THE PARTIES AND SUPERSEDES ALL OTHER PRIOR AGREEMENTS, PROPOSALS, COMMUNICATIONS BETWEEN THE PARTIES AND UNDERSTANDINGS, WHETHER WRITTEN OR ORAL.

