



Gregory-Portland ISD

WR-25-075_RFP# 2425-04_ACS/VSS Yearly Maintenance

WR-25-075

Revision: 0

May 15, 2025



ncs



INTRODUCTION

May 15, 2025

Gregory-Portland ISD
1100 Lang Rd.
Portland, TX 78374
Ricky Zapata
WR-25-075_RFP# 2425-04_ACS/VSS Yearly Maintenance

Buyboard contract# 739-24

NCS Quote WR-25-075

Thank you for allowing Network Cabling Services the opportunity to provide you with this proposal for the WR-25-075_RFP# 2425-04_ACS/VSS Yearly Maintenance.

NCS was founded in 1981 in Houston, TX, as a technology-driven, single-source solution provider for all our client's audio visual, cabling infrastructure, design-consulting, networking, and security needs.

Since then, we have grown to more than 300 employees across six Texas locations while expanding our services to in-building wireless systems to deliver public safety and cellular communications and network-powered lighting systems.

After you have reviewed the project scope and summary considerations, please indicate your acceptance by signing where indicated and return a fully executed copy to NCS.

If you have any questions about this proposal or require additional information, please do not hesitate to contact me.

Respectfully,

Ryan Walke
Designer, Designer Engineer





PRICING SUMMARY

Access Control System

Materials	\$2,733.12
Labor	\$87,863.13
Total	\$90,596.25

Video Surveillance System

Materials	\$1,990.48
Labor	\$77,847.81
Total	\$79,838.29

PROJECT TOTAL (Tax not included)	\$170,434.54
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*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add \$4,260.86

Buyboard contract# 739-24



PRICING SUMMARY



Payment Schedule

Amount Due Date

Service charges listed below become effective on all accounts 30 days after the invoice date. Charges are computed at the lower of 1.5% per month or the maximum allowed by law.

Notice to Buyer: Do not sign this agreement before you read it in its entirety, or if it contains blank spaces. You are entitled to a copy of the agreement you sign. Keep this agreement to protect your legal rights.

Respectfully Submitted By:

Network Cabling Services, Inc.

Authorized Signature:

Ryan Walke

Print Name & Title:

Ryan Walke
Estimator

Date: May 15, 2025

Accepted By:

Gregory-Portland ISD

Authorized Signature:

Michelle Cavazos

Print Name & Title:

Dr. Michelle Cavazos

Date: 5/19/2025

Buyboard contract# 739-24





SCOPE OF WORK

Buyboard contract# 739-24

Standard Security System Service and Maintenance Agreement

This Security System Service and Maintenance Agreement is between Network Cabling Services ("NCS") and Gregory-Portland ISD ("Client").

Network Cabling Services will provide security system service and maintenance for: Gregory-Portland ISD.

This agreement extends for a period of one year beginning August 1, 2025, and ending July 31, 2026.

The total for this contract is \$170434.54 annually. Billing for this agreement will occur at the beginning of the coverage period.

Both NCS and the Client agree to the following Provisions as detailed below:

1. NCS will provide Preventative Maintenance visits scheduled semi-annually to include:

- a. Semi-Annual preventative service will be performed on (901) cameras currently existing at GPISD.
- b. Includes re-aim, focus, clean and confirm recording on current existing cameras.
- c. Semi-Annual preventative service will be performed on (31) NVR's.
- d. Includes verifying functionality of NVR and any soft upgrades that can be performed remotely.
- e. Semi-Annual preventative service will be performed on (319) Card Access Doors and 86 Keyscan ACS panels currently existing at GPISD.
- f. Includes adjustment of door hardware, cleaning, and verifying functionality on existing doors.
- g. Semi-Annual preventative service will be performed on (581) E-Plex doors and (87) Gateways currently existing at GPISD.
- h. Includes adjustment of door hardware, cleaning, and verifying functionality on existing doors.
- i. Semi-Annual preventative service will be performed on (29) Aiphone Devices located within GPISD.
- j. Includes verification of functionality of Aiphone devices.
- k. Includes programming time for semi-annual upgrade of systems software if applicable by manufacturer. Does not include upgrade of cameras and servers where there is a request by GPISD to upgrade to a newer or more advanced software version.
- l. This contract does not include the following:
 - Damage by electrical outage/power surge
 - Switch failure
 - Abuse or changes made by non-NCS technicians
 - Removal of items obstructing the camera view such as trees, bushes, or paint
 - Paint or damage by other contractors
 - Misuse of software and programming by end user for Cameras and NVR's
 - Replacing cable for cameras or door access
- m. NCS will provide Lift or Bucket Truck as needed for maintenance on cameras.
- n. Includes time for additional system documentation and labeling of all devices to be serviced.
- o. NCS will provide timely updates to GPISD as work is being performed during maintenance run.

2. NCS will provide Service calls as required to restore normal system functionality to include:

- a. Any above listed preventative maintenance service necessary.
- b. Repair or replacement of system components as needed to restore normal system function while components are under manufacturer warranty.



- c. When an installed system component is non-repairable, and a new replacement is not available, NCS will provide a material quotation for an equivalent make or model to replace the defective component.
- When an installed system component is non-repairable, and an equivalent make, or model is not available, NCS will provide a material quotation to upgrade to the closest available make or model.
 - When an installed system component is replaced with a different make or model, NCS will provide any required camera or control programming to restore the system to normal function.
- d. Where possible through equipment configuration, or available spare parts, NCS will do the best of its ability to provide a temporary solution to enable limited system operation until repair or replacement of system components is made. Due to device configuration and availability of spare parts, this may not always be possible.
- e. Units for which the customer has spare materials will be installed at the time of visit as covered in this agreement.
- f. Units identified as requiring replacement and not under warranty will be quoted separately for the price of material (i.e., camera, door hardware) from this agreement, to include trip charge only and no additional labor.

3. Service, Repair, and Replacement of system components caused by the following conditions is excluded from this agreement:

- a. Client's negligence.
- b. Theft, abuse, fire, flood, wind, lightning, unreasonable power line surges, acts of God or public enemy.
- c. Improper wiring, installation, repair, or alteration of system components by someone other than authorized NCS personnel.
- d. Replacement of cabling not included in the agreement. Cabling provided by NCS comes with a 1-year Warranty for installation and would be covered. Replacing of cable provided by another Integrator or damage cable by others would not be covered under the maintenance contract.
- b. Use of system components for other than the ordinary use for which the component was designed.
- c. Failure to provide a suitable operating environment as prescribed by NCS or the component manufacturer, including without limitation with respect to electrical power, air conditioning and humidity control.
- d. Improper programming of a card reader for access control. If a technician is dispatched for a card reader not working and it has been determined that the issue is by owner (GPISD), then there will be a trip charge and one-hour minimum service charge.

4. Response Time:

- a. Response time will be based on when NCS receives the notification from GPISD authorized personnel.
- b. Submit requests to security@ncs-tx.com
- c. Priority 1 without a lift: NCS will respond on-site by the next business day for initial troubleshooting. If repairable, NCS will repair within the same day on-site. If the camera needs replacement, then NCS will replace the camera with customer provided replacement and coordinate warranty return if applicable.
- d. Priority 1 with a lift: NCS will respond on-site within 2 business days. If repairable, NCS will repair within the same day on-site. If the camera needs replacement, then NCS will replace the camera with customer provided replacement and coordinate warranty return if applicable.
- e. Priority 2 and 3 without and with lift: NCS will respond on-site within 2 business days. If repairable, NCS will repair within the same day on-site. If the camera needs replacement, then NCS will replace the camera with customer provided replacement and coordinate warranty return if applicable.
- f. Replacement components will be ordered and installed as soon as proposals for replacements are approved. Due to manufacturer constraints, NCS is unable to provide a guaranteed timeframe of component replacement. Every effort will be made to provide the most efficient resolution possible.
- g. NCS will respond to all service requests received via email at corpus@ncs-tx.com, and via phone at 361-814-





4000.

via a return phone call within two business hours (standard business hours are Monday through Friday 8 am through 5 pm). An attempt will be made to resolve the issue over the phone if possible. If the problem is unable to be resolved over the phone, an onsite service call will be scheduled.

h. NCS will respond onsite within one business day to assess the problem and provide repair or replacement of system components as needed.

i. Replacement components will be ordered and installed as soon as they become available. Due to manufacturer constraints, NCS is unable to provide a guaranteed timeframe of component replacement. Every effort will be made to provide the most efficient resolution possible.

j. If after hours or weekend service is requested, a fee of \$50 per hour will apply. This fee is in addition to the agreed upon sum for this service agreement. A two-hour minimum is required.

5. Owner Responsibilities:

a. Provide NCS employees full and free access to all system components.

b. Prevent unauthorized adjustment, repair, or modifications to system components.

c. Notify NCS of any system component failure or lack of normal system function via phone during normal business hours at 361-814-4000, or via email at corpus@ncs-tx.com.

d. Provide any reasonable non-skilled checks and tests of system components as requested by NCS to help establish a point of failure.

e. Ensure all third-party services are installed and operating properly including but not limited to POTS lines, ISDN lines, IP connectivity, etc.

f. Customer to provide the following information:

- Requestor Contact Information & Site Contact Info
- Site Address
- Reason for Request
- Camera information: physical location, switch location, IP information.

6. Additional Costs and Charges:

a. Lift Rates:

Outdoor Camera with Lift \$900.00

2 Outdoor Cameras on same trip w/Lift \$1,125.00

Camera with Ladder \$225.00

b. Labor Rates: Service Technician

Regular Business Hours \$65.00 / Hour

After Hours / Weekends \$95.00 / Hour

Emergency \$95.00 / Hour

Holidays \$115.00 / Hour

Trip Charge (Per Service Ticket) \$ 50.00 / Ticket

c. Subsequent maintenance calls in which the system components are determined to be free from defects or problems may be billed at the current standard service rate of \$75.00 per hour during normal business hours, and \$112.50 per hour for after hours or weekend visits. This is to include loss of system functionality due to client or third party provided services such as POTS lines, ISDN lines, and IP connectivity.

d. Subsequent onsite maintenance calls due to improper operation of the equipment by the client may be billed at the current standard service rate of \$75.00 per hour during normal business hours, and \$112.50 per hour for after hours or weekend visits.





7. System Decommissioning:

- a. In the event the system is decommissioned, sold, or destroyed during the time of this agreement, the client may terminate this agreement by notifying NCS in writing of the change of system status.
- b. The value of any services that have been provided to the client from the date of inception will be calculate at the current standard service rates for those services, and any overpayment will be refunded to the client.

7. Client Vs. Owner:

- a. If the client is not also the owner of the system, the client represents that they may lawfully enter into contracts as representatives of the owner and has full authority granted to them by the owner over service and maintenance of the system.
- b. The client if not the owner, also represents that they have full authority to obligate the owner to the terms this contract.

8. Limitation of Liability:

- a. The client assumes all risks as to the suitability, quality, and performance of the system.
- b. In no event shall NCS be liable to the client for any indirect, special, incidental, consequential, punitive, or other damages, whether based in tort or contract, including negligence, arising out of, or in connection with this agreement, the operation of equipment and / or services, even if NCS has been advised of the possibility of such damages or loss.
- c. In no event shall NCS be liable to the client for any loss of revenue, productivity, or other asset due to the loss of system functionality.
- b. The maximum liability of NCS for any damage or loss, whether to person, property or otherwise, shall be limited to the fee paid by the client to NCS for the current term of this agreement.

9. Governing Law:

- a. This agreement shall be governed by and construed in accordance with the laws of the State of Texas.

10. Specifically Excluded Equipment:

- a. Any customer owned equipment that was not a part of the project and contract.

ACCESS CONTROL SYSTEM – Keyscan Panels and Serial Numbers under this SMA agreement.



ITEM DETAILS



Access Control System

1	NCS NCS - Consumables	\$2,733.12
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	Materials	\$2,733.12
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	Labor	\$87,863.13
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	Total (Tax not included)	\$90,596.25
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*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add

\$2,264.91

Video Surveillance System

1	NCS NCS - Consumables	\$1,990.48
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	Materials	\$1,990.48
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	Labor	\$77,847.81
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	Total (Tax not included)	\$79,838.29
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*Payments made by credit card/purchasing card will incur an additional 3.8% processing fee.

*If P&P Bonds are needed, please add

\$1,995.96





QUALIFICATIONS

- The communications industry is currently experiencing volatile price increases and unusually long lead times on cabling, metal accessories and electronic devices. Due to the rapidly changing conditions of the industry, NCS is only able to guarantee our pricing for fourteen (14) days. Additionally, although we will make our best effort to meet all requested time commitments, we are currently subject to supply chain delays which may impact the project schedule.
- A 3.8% processing fee will be added to the price quoted if payment is made via a credit card or purchasing card.
- The cost for bonding has not been included in the proposed price unless specifically called out.
- The cost for taxes, if included in the above proposed price, is an estimate only. If taxes are required to be collected, an additional line item will be added to the invoice. The customer is required to pay all applicable taxes unless a tax-exempt certificate is provided in advance.
- NCS shall perform the work described within using non-union employees. If union employment is required, it must be agreed upon and specifically documented by the owner and NCS.
- NCS has not included pricing for participation in a composite cleaning crew. If this is required, an additional price can be given.
- Samples and attic stock are not included in this proposal.
- The project schedule as agreed upon by the owner and NCS prior to purchase shall remain in place throughout the project. Changes to the project schedule resulting from delay by other trades, request by the owner, or to meet construction milestones may result in the issuance of a change order to address lost time or overtime incurred by NCS.
- Any changes or additions to the Scope of Work or the Bill of Materials shall be executed in writing as a change order. Verbal instructions to field technicians do not authorize changes to the scope of work.
- Unless specifically requested and indicated in the proposal, all work described herein will be performed during the normal business hours of 7 AM – 5 PM, Monday through Friday.
- On-site parking shall be provided when available. Parking permits where applicable shall be provided free of charge to NCS.
- All necessary building access shall be provided including but not limited to access through doors, elevators, stairwells, etc.
- All security badges, keys or personnel escorts shall be provided as required by the owner.
- The project site shall be ready for NCS to proceed with the work specified within this document upon our scheduled arrival to the site. This includes the site being clean and dust free, free from obstructions, free of other trades, and free of any scheduled events.
- All required infrastructure provided by the owner or other trades shall be complete prior to NCS commencing work on the project unless specifically authorized by NCS. This shall include all electrical power, conduits and junction boxes, and all data lines not being provided by NCS (including POTS, ISDN, and LAN).
- All owner or contractor supplied information regarding site conditions is accurate in detail. Information may include CAD drawings, blueprints, building plans and layouts, or other data types transmitted electronically or through print.
- All owner furnished equipment shall be provided at the start of the project unless otherwise agreed upon. All equipment must be presented in good, working order. No owner furnished equipment shall be covered under any warranty provided by NCS unless specifically requested and agreed upon by the owner and NCS.
- All necessary ceiling trim work, woodworking, millwork, drywall repair and painting shall be provided by the owner or owner furnished contractor. NCS shall not provide these services unless specifically agreed upon in advance and specifically documented.
- All equipment in the project shall become property of the owner once it is physically installed on the site. NCS shall not be liable for any damage or loss of the equipment once it is physically installed unless agreed upon in advance and specifically documented.
- This scope of work and project proposal contains specific proprietary information and intellectual property. It may not be distributed to other parties outside of appropriate owner representatives without prior written authorization by NCS.





STANDARD TERMS & CONDITIONS

1. Engagement of Services

Once work is authorized by the customer, Network Cabling Services is committed to certain "ramp up" expenses, both direct and indirect (i.e., specific training, travel, special tools, materials, project management, etc.) which are generally priced into the entire scope of the project. If the project is canceled, delayed, terminated or significantly changed through no fault of Network Cabling Services, these expenses will be due and payable to Network Cabling Services on a pro-rate basis. Any request for reimbursement of these expenses will be itemized and defined.

2. Changes to Scope of Work

Network Cabling Services will notify the customer if there is a material change, scheduling change, or construction delay beyond the scope of work and no fault of Network Cabling Services requiring Network Cabling Services to expend more monies budgeted. The customer agrees to pay Network Cabling Services for such expenses plus reasonable profit and overhead if the customer desires to continue under the changed Scope of Work.

3. Permits and Taxes

Permits are not included unless specifically noted otherwise. Permits, inspection fees, drawings, etc., will be provided by Network Cabling Services at the cost of obtaining them. Taxes are not included in the proposal price unless specifically noted otherwise.

4. Network Cabling Services Employees

The customer agrees that it shall not hire any employee of Network Cabling Services who is currently working on a project for the customer, or any employee of Network Cabling Services who has worked on a project for the customer within the last twelve months. The customer further agrees not to hire any former Network Cabling Services employee that performed any work on a project for the customer at any time within the prior twelve months. The customer agrees and understands that this provision is necessary so that Network Cabling Services can protect its investment of time and money in its employees, as well as any confidential or proprietary information known by its employees.

5. Payment Terms

Standard payment terms are net due in ten days from invoice date unless stated differently in the above proposal. A service charge may be charged on all past due amounts. Amounts will be considered past due 30 days after date of invoice. You may avoid a service charge or additional service charges upon payment at any time of the unpaid balance. All payment terms are subject to change based on credit review and approval.

6. Warranty

All installation work will meet or exceed all NEC, Federal, State, and local codes that may apply. No performance warranty will be issued by Network Cabling Services. A one-year workmanship warranty will be issued on all installed materials from the date of acceptance.

7. Indemnity

The customer agrees to defend and indemnify Network Cabling Services from any and all third party claims, demands, actions, lawsuits liability, damages and/or costs, including reasonable attorney's fees and expert fees, arising out of or relating to Network Cabling Services work under this agreement or the Scope of Work under this agreement, regardless of the cause, including active or passive negligence of Network Cabling Services, the customer, or others, unless such claim, demand, action, lawsuit, liability, damage or cost is caused by the sole negligence of Network Cabling Services.

8. Attorneys' Fees

If Network Cabling Services is required to hire attorneys to collect amounts owed under this agreement, the customer agrees to reimburse Network Cabling Services for all attorneys' fees, expert fees and other legal expenses that it may incur to collect such amount.

9. Incorporation by Reference

Unless expressly agreed in writing otherwise, these Standard Terms and Conditions are a part of and hereby incorporated by reference, all proposals submitted by Network Cabling Services to the customer and any Credit Agreement signed by the customer, and all terms and conditions of any such proposals or Credit Agreements.

By signing this proposal, the signatories of this agreement warrant that they have the authority to enter into this contract and that they have read the above Standard Terms and Conditions and agree to abide by them.

ACCEPTED BY: _____

