



STATEMENT OF WORK

This Statement of Work ("SOW") is incorporated into the Master Services Agreement between Vinson Group, LLC ("Vinson") and Clearview Local School District ("Client"), dated July 1, 2024 ("Agreement"). All capitalized terms used in this SOW, not otherwise defined or not conventionally capitalized, shall have the meanings ascribed to them in the Agreement.

1. SERVICES – SCOPE AND DELIVERABLES

1.1 Director & Management Services

1.1.1 Director Services

Vinson will take a team approach to provide Director level services to the Client. These services will provide leadership & consulting in the following areas:

- Inventory
 - Vinson will provide inventory documentation for technology-related hardware. This documentation will be used for auditing and tracking purposes. Technology-specific devices will be labeled with an asset tag number if instructed by the client.
**Vinson is not responsible for personal devices.*
- Lifecycle Management Plan
 - Vinson will use the completed technology inventory to recommend the replacement of hardware and software based on the client's desired functionality, technology goals, or if the technology is obsolete. Vinson will review and manage the current technology budget and recommend equipment and software purchase provisions.
- Policy Guidance
 - Assess, create, and implement policies and procedures aligned with technology utilization best practices.
- Classroom Design Strategies
 - Vinson will provide classroom design strategy advice to increase the utilization and adoption of technology.
- Technology Operations Meetings
 - Vinson will provide (monthly / bi-monthly / quarterly / bi-annual / annual / as needed) meetings based on the client's request.

1.1.2 Project Management

Vinson will provide support for projects scoped when this agreement is signed. All other projects requested during this agreement will be reviewed and agreed upon prior to the project start date.

1.1.3 Third-Party Vendor Management

Vinson will manage the Client's relationship with its third-party technology vendors at the client's request. Vinson will work with the Client to identify third-party vendors for services not listed in this Agreement.

1.2 Network & Infrastructure Services

1.2.1 Client Owned LAN/WAN (Switches/Routers)

1.2.1.1 Monitor.

- Vinson will use industry-standard Remote Monitoring and Management (RMM) tools to monitor the switch/router infrastructure where appropriate.
- Data and Notifications: Notifications will be sent on system failures or high utilization; Vinson's Site Based Team ("SBT") will be alerted of a failure or high utilization and suggest a resolution.

1.2.1.2 Support and Manage

- All MDF and IDF switches, circuits, and connectivity with the ISP will be managed and supported.
 - Patch alerts will be generated, but Vinson will not generate email or text notifications.
 - Reports will be available for service metrics and data tracking
 - Vinson will work with the ISP to troubleshoot any outages

1.2.2 District Wireless Network and VLANs

1.2.2.1 Monitor

- Vinson will monitor the Client's wireless network and send alerts to the SBT, when appropriate.

1.2.2.2 Support and Manage

- The SBT will support, manage, and maintain the Client's wireless network and will make sure licensing is in compliance.

1.2.3 Servers (Virtual and Physical)

1.2.3.1 Server Monitoring

- Where applicable, Vinson will monitor the following:

Active Directory	Agent Status	Connectivity	CPU
Data Stores	DHCP Queue	Disk I/O	DNS
Fans / Temp	Guest Status of VM	Licensing	Logical Drives
Maintenance Mode	Memory	Network	Physical Drives
Processes	Power Consumption	Power Supplies	RAID
System Warranty	Up Time	Windows Events	

1.2.3.2 Server Support & Management

Vinson will manage virtual and physical servers as well as cloud-based applications and URL/external IP addresses as follows:

- Server patch management for Windows updates will be installed. Third party updates are not included (an optional service is available)
- Patch alerts will be generated but will not generate email or text notifications. Windows updates will be installed after 15 updates are ready for install and scheduled to run after hours
- Server reboots will be coordinated with on-site technical resource(s) in order to keep within patching cycle
- Reports will be available for service metrics and data tracking
- Event logs that result in failures will be monitored but will not generate email or text notifications

1.3 End-User Technologies Services

(Please note Vinson's on-site Managed Services team cannot install projectors or other interactive equipment, however, Vinson's Shield team can provide this support through a separate contract. Vinson cannot lift more than 30 lbs. Vinson cannot work on non-Client owned devices.)

1.3.1 Incident Management

Request Fulfillment: Through the utilization of Vinson's Professional Services Automation Platform, the SBT will respond to and solve incidents as they relate to supporting:

- Chrome OS Devices
 - Chromebooks
 - Chromeboxes
- Computers (Mobile & Desktop)
 - Student Devices
 - Staff Devices
- Printers
 - Local
 - Network
- Mobile Devices
 - Tablets
 - iPads
- Interactive Equipment
 - TVs
 - Smartboards
 - Projectors

1.3.2 Device Set Up

The contract is scoped with the understanding of the Client's current inventory and expected inventory for the term of this agreement. Any significant change in either current or expected inventory may require a supplemental contract for service.

1.4 Data & Application Services

(Vinson conducts annual audits of the Client's domain, however, Vinson does not manage or maintain the Client's website. Vinson does not back-up the Client's data under the terms of this agreement; an additional contract can be provided for this service.)

1.4.1 Support & Manage

Vinson will provide:

- Software Management
 - Manage the Application Lifecycle
 - Monitor Use
 - Manage Licensing
 - Manage Patches and Updates
 - User and Access Management
- Directory Services (i.e. Google, Active Directory and Telephony*)
 - Manage the Client's Design of their Directory
 - Manage Moves, Additions and Changes (MAC's)
- Email Archive
 - Client Data Request Fulfillment

**Vinson will manage users within the Client's telephone system but is not responsible for the set-up and functionality of the system. Vinson will manage and work with any third party support partner for the telephony system.*

2. FEES AND PAYMENT MILESTONES

Client will receive and pay the following amounts to Vinson (the “Fees”):

The Fees will be paid in accordance with the following schedule:

Period	Description of Payment Services	Monthly Total
7/1/2024	Monthly Services	\$9,668.32
8/1/2024	Monthly Services	\$9,668.32
9/1/2024	Monthly Services	\$9,668.32
10/1/2024	Monthly Services	\$9,668.31
11/1/2024	Monthly Services	\$9,668.31
12/1/2024	Monthly Services	\$9,668.31
1/1/2025	Monthly Services	\$9,668.31
2/1/2025	Monthly Services	\$9,668.31
3/1/2025	Monthly Services	\$9,668.31
4/1/2025	Monthly Services	\$9,668.31
5/1/2025	Monthly Services	\$9,668.31
6/1/2025	Monthly Services	\$9,668.31
Total		\$116,019.75

Period	Description of Payment Services	Monthly Total
7/1/2025	Monthly Services	\$9,765.00
8/1/2025	Monthly Services	\$9,765.00
9/1/2025	Monthly Services	\$9,765.00
10/1/2025	Monthly Services	\$9,765.00
11/1/2025	Monthly Services	\$9,765.00
12/1/2025	Monthly Services	\$9,765.00
1/1/2026	Monthly Services	\$9,765.00
2/1/2026	Monthly Services	\$9,764.99
3/1/2026	Monthly Services	\$9,764.99
4/1/2026	Monthly Services	\$9,764.99
5/1/2026	Monthly Services	\$9,764.99
6/1/2026	Monthly Services	\$9,764.99
Total		\$117,179.95

Period	Description of Payment Services	Monthly Total
7/1/2026	Monthly Services	\$9,862.65
8/1/2026	Monthly Services	\$9,862.65
9/1/2026	Monthly Services	\$9,862.65
10/1/2026	Monthly Services	\$9,862.65
11/1/2026	Monthly Services	\$9,862.65
12/1/2026	Monthly Services	\$9,862.65
1/1/2027	Monthly Services	\$9,862.65
2/1/2027	Monthly Services	\$9,862.64
3/1/2027	Monthly Services	\$9,862.64
4/1/2027	Monthly Services	\$9,862.64
5/1/2027	Monthly Services	\$9,862.64
6/1/2027	Monthly Services	\$9,862.64
Total		\$118,351.75

3. OTHER TERMS

Clearview Local Schools

Vinson Group, LLC

By: _____
(Signature)

By: _____
(Signature)

(Name Typed or Printed)

(Name Typed or Printed)

(Title)

(Title)

(Date)

(Date)