

Statement Of Work

for

The Temporary Installation and Support of an IEEE 802.11b Wireless Network Infrastructure located at the IEEE 802 Plenary Meeting at the Marriott B&G Resort in Hilton Head, South Carolina.

This Statement of Work dated February 19, 2001, by and between NCR Corporation ("NCR") and IEEE Project 802 ("P802")

1.0 PROJECT SCOPE: NCR will provide the following services

- 1.1** A site survey will be performed prior to the IEEE conference to obtain floor layouts and measurements, for materials to install the wireless network infrastructure in the main ballroom
 - Full dimensions of the main conference room where the IEEE Conference will be held.
 - Measure wire lengths to each access point location.
 - Determine the wire distance from the conference room to the server room location.
 - Locate power receptacles on the floor layout.
 - Locate the entrance facility for the telephone cabling system for internet connection.
- 1.2** NCR will arrive onsite March 10, 2001 to install Cisco/Aironet 340 series access points, around the perimeter of the conference room and run the unshielded twisted pair (UTP) cable from the access points to the Ethernet switches. The ends of the cable will be terminated with RJ45 connectors according to the EIA 568B color scheme.
- 1.3** NCR will run UTP cable between the Ethernet switches and the onsite local servers and assist with the networking configuration on the servers. NCR will also install the cabling from the internet equipment to one of the Ethernet switches.
- 1.4** During the conference period (March 11-16, 2001) NCR will provide onsite support Monday through Thursday between the hours of 08:00-17:00 EST. This support will include:
 - Provide wireless PCMCIA card installation and configuration to gain access to the network.
 - Assist the end users with file shares on the local server.
 - Provide networking support on the locally installed wire network infrastructure.
 - Assist in troubleshooting the wireless network environment.
- 1.5** On Friday, March 16, 2001, NCR will de-install and pack up for shipping, all wireless access points, The Ethernet switches and the associated local servers used for this IEEE conference.

2.0 TERM AND TERMINATION

2.1 TERM.

NCR's services will begin on March 10, 2001 ("Start Date") and is currently estimated to be completed by March 16, 2001, ("End Date")

2.2 TERMINATION.

The parties hereby agree that this Statement of Work shall be terminated only as follows

- (a) At any time upon the mutual written consent of the parties and without liability of either party to the other on account of such termination.
- (b) By NCR with a ninety (90) days written notice.
- (c) On the End Date.

- (d) By NCR, effective immediately without advance notice and without liability to NCR, if P802 fails to make any undisputed payment required hereunder within thirty (30) days after a written notice to the P802 Project Manager and the P802 Treasurer (Bob Grow)

3.0 PERSONNEL

NCR and P802 will appoint representatives to the following positions

3.1 NCR Project Coordinator.

NCR designates Scott Grossen as NCR Project Coordinator

3.2 NCR Invoice Recipient

NCR designates John Battersby as NCR Invoice Payment Recipient.

3.3 P802 Project Manager.

P802 designates Don Berry as P802 Project Manager

4.0 DELIVERABLES.

4.1 OBLIGATIONS AND RESPONSIBILITIES OF P802.

- Will supply the networking equipment which includes the 340 series access points, the Ethernet switches, and the associated servers that are to be connected to this temporary network infrastructure.
- Will supply the Category 5 twisted pair cabling and RJ45 connectors required to connect the access points, to the Ethernet switches, and to the onsite servers

4.2 OBLIGATIONS AND RESPONSIBILITIES OF NCR

- Will travel to Hilton Head, SC. to perform a site survey of the main ball room and locked office facilities for the local servers. The results of this survey will be forwarded to Don Berry, P802 Project Manager
- Will arrive onsite Saturday morning March 10, 2001 to begin equipment installation. This includes temporary mounts for the wireless access points, and running the Unshielded Twisted Pair (UTP) from the access points to the Ethernet switches. RJ45 connectors will be installed at each end of the raw cable following the EIA 568B color code.
- Remain onsite from March 12-15, 2001 to perform any necessary maintenance support and provide help desk functions for the end users during the hours of 8:00am to 5:00pm
- On Friday, March 16, 2001 NCR will assist with equipment removal and packing to ship the networking equipment and servers to the appropriate location.

5.0 PAYMENT.

5.1 NCR will charge P802 the following fees for service:

- A pre-conference site survey of the selected facility: \$1,150.00
- Networking equipment and wire installation: \$2,975.00
- Onsite support for the network and assisting conference attendees: \$5,950.00
- Equipment removal and packing: \$1,150.00
- Travel and Lodging expenses (estimated): \$1,800.00

6.0 PAYMENT SCHEDULE.

6.1 All amounts are due thirty (30) days from receipt of final invoice.

7.0 CHANGE CONTROL PROCESS.

- 7.1 The "Change Control Process" governs changes to the scope and deliverables during the term of the Statement of Work. The purpose of this process is to coordinate and properly document the development and implementation of new responsibilities and services during the Statement of Work. The process will apply to new service components and to enhancements of existing services. The Change Control Process will be implemented from the start of the Statement of Work and will continue throughout the Statement of Work's duration.
- 7.2 A "Change Request" will be the vehicle for communicating any desired changes. The Change Request will describe the change, the reason for the change, and the effect the change is expected to have on the project.
- 7.3 The Project Manager/Coordinator of the requesting party will submit a written Change Request to the Project Manager/Coordinator for the other party in the format identified in "Schedule 1" attached hereto.
- 7.4 Both NCR and P802 will review the proposed Change Request. The amount and payment of the costs of further study, if any, will be agreed upon by both NCR and P802. The results of the study will be used to determine the effect that the implementation of the Change Request will have on the project cost and Statement of Work.
- 7.5 Once the parties have evaluated the Change Request, NCR and P802 will complete and sign a Change Request Evaluation Response Form in the format identified in "Schedule 2" attached hereto.

IN WITNESS WHEREOF, the parties have executed this Statement Of Work as of the day and year first above written.

AGREED AND ACCEPTED
NCR Corporation

AGREED AND ACCEPTED
IEEE Project

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

**NCR Corporation
PROFESSIONAL SERVICES AGREEMENT
SCHEDULE 1**

**CHANGE REQUEST FORM
(insert Project Name)**

Requester Name: _____

Requester Company Name: _____

Date Requested: _____

Response Requested By: _____

Change Requested:

(The requester should insert a detailed description of the change requested, the area of the project plan/Statement of Work being modified, and the benefits of making the change.)

Estimated Statement of Work Impact:

(The requester should provide an estimate of how the requested change will impact the Project schedule.)

Estimated Cost Impact:

(The requester should provide an estimate of how the requested will impact Project costs.)

Change Request Received:

By: _____

Company: _____

Date: _____

Change Request No.: _____

**CHANGE REQUEST
EVALUATION RESPONSE FORM
SCHEDULE 2**

Change Request No.: _____

Requester Name: _____

Review Date: _____

Request No. _____ has been: _____ accepted without changes
_____ accepted with modifications (see below)
_____ rejected

Modifications to Change Request:

(Insert any changes that are made to the original Change Request. Ensure that, whether or not modified, the Change Request as accepted identifies, in detail, the changes to the Project scope, deliverables, schedule and costs.)

Statement of Work Revision:

(Insert new dates or attach revised project plan/schedule which show the impact of the Change Request, if any.)

Cost Revision:

Additional Cost: \$ _____

Party Responsible for Cost: _____

Additional Cost Payment Due Date: _____

Acceptance Criteria/Deliverables: _____

Agreed and Signed:

IEEE Project 802

NCR Corporation

By: _____

By: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____