



**ALLIANCE**  
TECHNOLOGY GROUP

# **Statement of Work**

## **EVOLV Solution Installation**

Presented to: DeKalb County Schools  
Company Contact: Chief Larry Wright  
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## 1. PERSONNEL | MANAGEMENT

For purposes of this project document, Alliance personnel are considered to be Evolv Technology and Alliance Technology Group resources.

Role / Title	Name	Address	Business Phone	E-mail
Customer Project Manager				
Customer Security Lead				
Customer (Other)	Chief Larry Wright		678-873-8921	Larry_L_wright@dekalb-schoolsga.com
Alliance Account Manager	Brooks Gearhart	7010 Hi Tech Drive Hanover, MD 21076	443.561.0485	Brooks.gearhart@alliance-it.com
Alliance Project Manager	Jackie LaFave	7010 Hi Tech Dr, Hanover, MD 21076	410.934.9459	Jacqueline.lafave@alliance-it.com
Alliance (Other)				

- Travel / Lodging is included to complete the work described herein is included in the rate quoted. Any travel/living required for work not specified herein will be an additional fee.
- Any required on-site personnel will be a U.S. Citizen

## 2. PROJECT SUMMARY

Alliance Technology Group is pleased to present this Statement of Work (SOW) for implementing the Evolv Weapon Detection solution at multiple (CUSTOMER) sites within the continental United States (CONUS).

Installation sites are as follows:

- Wadsworth- 1 Single Lane
- DECA- 1 Single Lane
- Dunwoody HS- 1 Single Lane
- Lakeside HS -1 Single Lane
- Columbia HS- 1 Single Lane
- Chamblee HS- 1 Single Lane
- AIC- 2 Single Lanes
- Spare Warehouse- 2 Single Lanes
- North DeKalb Stadium- 2 Single Lanes
- Adams Stadium- 2 Single Lanes
- Avondale Stadium- 1 Dual Lane
- Buck Godfrey Stadium- 2 Single Lanes
- Hallford Stadium- 1 Single Lane and 1 Dual Lane



### 3. PROJECT ASSUMPTIONS:

1. **Customer Acceptance:** Customer Acceptance will be provided 15 days post Cutover via signoff by Customer Purchasing Manager.
2. **Work Hours:** The Statement of Work and associated quote are based on standard business hours of Monday-Friday, 0800 – 1700 local Customer site time excluding Alliance designated holidays. If non-standard business hours are required, mutual agreement between Alliance and Customer must be attained. Work performed outside Standard Business Hours may be subject to overtime charges at the following rates:

Overtime (1.5 times)	Premium Overtime (2.0 times)
Evenings, Monday-Friday 5:00 PM-8:00 AM	Saturday 12:00 AM (midnight)–Monday 8:00 AM
Saturday, 8:00 AM–12:00 AM (midnight)	ALLIANCE designated holidays

3. **Project Management:** Alliance will conduct a project kickoff meeting to review project objectives, scope and confirm Customer requirements as well as weekly status meetings during the implementation.
4. **Equipment Receipt:** Alliance will coordinate equipment delivery and inventory management for Evolv hardware and software. DeKalb County Schools will deliver equipment from central location to various schools in time for installation and as scheduled.
5. **Change Management:** Any changes post-quote completion and quote acceptance by Customer will be handled following Alliance’s Change Management Process.
6. **Resources:** Alliance will determine project resource requirements and coordinate scheduling of resources.
7. **Installation:** Alliance will coordinate cutover activities with Customer.
8. **Documentation:** All documentation and custom-developed materials provided by Alliance will be in the format chosen by Alliance
9. **Power:** Customer will provide the local electrical power outlet required for the system within OEM recommended distances.

### 4. INSTALLATION DESCRIPTION

This Statement of Work (SOW) is to be completed by Alliance installation resources

- Unbox and set up the system
- Verify system health from factory delivery (update firmware as required)
- Validate that all single lane systems serial number align with the correct L1/L2 system
- Install initial system as identified during site survey
- Initial testing and validation
- Configure settings and parameters for system tablets

- Demonstrate to customer resources the use and best practices of the solution
- Customer to provide area/space for packaging disposal

## 5. SCOPE of SERVICES

This Statement of Work (SOW) will be reviewed in detail by the project stakeholders to confirm that all parties are in agreement with the scope of the services outlined herein. Upon agreement, the project plan will be developed and the project will proceed to the next stage. If Customer and/or Alliance determine the project schedule or scope of services requires alteration, the parties will modify the SOW using the Change Management process.

### 5.1 Project Management

Alliance will appoint a project manager at the outset of the project. The Alliance Project Manager acts as a single point of contact for Alliance and will oversee the individual tasks that move a Project forward, provides a conduit for communication and supports Customer satisfaction. The Alliance Project Manager will work with the Evolv Project Manager and:

- Conduct a Project Kickoff Meeting to review project objectives, SOW, change control policy and verify Customer requirements and dates.
- Coordinate product delivery and conduct inventory management for hardware and software that have been acquired directly from Alliance, and resolve any deficiencies in delivery.
- Determine, identify and request project resources and develop and maintain a Project Schedule.
- Confirm pre-requisites are complete, provide oversight of Alliance activities and act as a facilitator for issue resolution within the scope of this SOW.
- Manage project changes and confirm the services as described herein are completed
- Create and maintain a Milestone Agreement and Completion document.

Alliance Project Managers are seasoned veteran IT professionals with years of experience. The controls to support Customer projects will be put in place through the development of a Project Plan following the Project Management Institute (PMI) best practices, immediately upon award. This plan will set the project in motion and establish its operational framework. The Project Plan will be used to define work elements to be performed, identify resources required for accomplishing tasks, and assign responsibility.

### 5.2 Site Survey

Prior to equipment being ordered, a site survey will be completed. The purpose of the site survey is to validate the environmental, power, and location conditions meet manufacturer specifications. Alliance personnel will complete the Site Surveys based on the following parameters.

#### 5.2.1 System Power

The Evolv Express power requirements are as follows:

- **Voltage:** 115-230 VAC +/-10%
- **Phase:** Single Phase Circuit: 5 Amps (minimum)
- Consumption (typical): 170W-200W
- The Evolv Express comes provided with a standard IEC 320 (S15 Variant) inlet socket for the power connection. A detachable 15-foot power cord (shipped with the Express) is supplied for connecting



the Express Tx Tower to the power outlet. One end of the power cord supports an IEC 320 (S15 Variant) connector while the other end supports local AC power plug requirements.

- Approximately, 9 feet of the power cord will be exposed when run under Lane 1 or Lane 2 mat. All other power sockets, plugs, or cords will be the responsibility of Guilford County School District and must be in place prior installation.

### 5.2.2 Tablet Power

Evolv Express uses wireless tablets which are powered by 2 rechargeable hot swappable batteries. An optional gang charger that charges 6 batteries at one time can be provided and is an option that can be added to the proposed system.

If the Customer prefers the wired tablets (optional), Evolv Express provides (6) RJ45 ports on the base of TX tower. Each RJ45 provides communication and power via Power over Ethernet (PoE) to one wired tablet. The power is provided via Power over Ethernet (PoE). The RJ45 ports are redundant; only one per tablet is required. All other Ethernet cables and accessories are the responsibility of the customer.

### 5.2.3 Site Location Surface<sup>1</sup>

The Express system requires a stable and level surface to support proper operation and screening. Cement, wood, tile, rubber, and carpeted surfaces are all acceptable provided they are stable with limited vibration.

The Express system can be deployed on any surface that is ADA (American Disabilities Act) compliant. Every effort will be made to install all three Express towers as plumb as possible. The maximum angle of any Rx or Tx tower, as measured by its largest outer surface, is 5 degrees.

### 5.2.4 Lighting

The Express requires sufficient ambient lighting for capturing clear digital images of visitors walking through the system. The Express can operate in most settings, whether direct natural light or artificial, however, some very low lighting conditions may require additional lighting. If lighting needs to be added in proximity or above the system for better visibility, it is suggested customers use LED lighting.

Lighting Level	Typical Lighting Source	LUX	Notes
Very bright	Direct, natural light	Above ~4,500	May need to reduce LUX through shading
Bright	Mix of indirect, natural light	~800 to ~4,500	May need to reduce LUX through shading
Normal light	Sufficient artificial light	~100 to ~800	Determine best setting on site
Low	Dim to relatively low artificial light	~15 to ~100	May need to add artificial light
Very low	Very dim artificial light	~0 to ~15	<b>Likely need to add artificial light</b>

### 5.2.5 Environmental Conditions

#### Ingress Rating

- Evolv Express is supports Standard (indoor) and Outdoor rated Ingress Protection.
  - Standard IP54
  - Outdoor IP56 – power and data connectors are IP67, resisting water ingress up to 6in. (15cm)

<sup>1</sup> Outdoor installations must be secured (bolted) to a stable surface.

*Operating Temperature*

- -20 to +55 degrees C (-4 to 131 degrees F)

*Storage Temperature*

- -40 to +70 degrees C (-40 to 158 degrees F)

*Relative Humidity*

- 0 to 95% (Standard system – non-condensing, Outdoor system – condensing)

*Wind (Outdoor Units Only)*

To reduce the risk of tipping over during wind the towers of Evolv Express must be secured to the ground using bolts. If wind or wind gusts exceed 35 MPH the Evolv Express must be removed and stored in a location protected from the wind.

To minimize the effects of wind during operation walls or wind barriers should be installed. If Evolv Express cannot be protected from winds of 15 MPH or more alternative screening procedures may be required. This applies even if the system is secured to the ground.

### 5.3 Documentation

Alliance will produce the following documentation over the course of the Project.

- Project Schedule
- Kickoff Meeting Agenda and Summary Meeting Notes
- Weekly Status Meeting Agendas and Summary Notes (within 24 hours of the end of the meeting)
- Training Plan
- As-Built Documentation

Upon completion and System Acceptance a final documentation package will be produced from the field updated installation drawings and notes. This package reflects the final installation and will be the documents of record for the project. A copy of these documents will be sent to the Client as well as kept by Alliance and the manufacturer (Vendor) for reference. The following will be completed during the final documentation phase and will be sent to the Customer within approximately 30 days of system completion.

- Update Installation Diagrams to As-Built Status
- Compile Installation Information such as; equipment serial numbers, system passwords, and installation notes
- Send technical point of contact all warranty information and support documentation

### 5.4 Training Plan

A formalized System Operator training schedule will be created in conjunction with the installation of the systems at each location. Training can be accomplished by site or centralized at one school and is limited to two Alliance/Evolv personnel each for 16 hours. Additional training is available as an added service and must be included in the quote. The Alliance Project Manager is responsible for working with the customer and the implementation team to develop the Training Plan. Alliance anticipates total training for all schools to be completed within 2 business days.

The topics covered during training include:

- Components of the Solution and the Science behind the Technology



- Supporting Technology (Sensors, Tablets)
- Status Indicators
- Lane Assignments
- Elements of a Scan
- Zones of Detection, Threat and Resolution
- Tablet Functionality
  - Types of Information Available and Associated Icons
  - Historical Scan / Alert Data
  - System Administrator Capabilities
  - Alert Mode (Flow, Threat, Resolution)
  - Lane Management During Normal and High Traffic Periods
- Basic System Troubleshooting
  - Visitor Side
  - Operational Mode
    - System Reboot
    - Connections
  - Tablet Issues
- Contacting Technical Support

### 5.5 Go-Live Support

- Alliance will provide no more than four days of go-live support. Additional support is available if desired and must be included in the quote.
- Go-Live support consists of Alliance personnel supporting the initial operation of the system. Alliance will support up to 5 concurrent go-live systems per day. Alliance will support Go-Live activity across the project for up to four (4) days.

## 6. SCHEDULE

Alliance will provide the Services described in this SOW within the following primary stages of the project. Not all stages apply to every project. The stages applicable to this project will be defined in the Project Schedule. The estimated period of performance is three (3) weeks.

- 1 **Planning and Design Stage:** Project initiation, scope review, identification of resources, project schedule, test plans and solution design activities.
- 2 **Hardware and Software Installation Stage:** The installation of Evolv hardware and core Evolv software.
- 3 **Knowledge Transfer and Training Stage:** This is the stage of the Project during which the knowledge transfer/training is described in the Knowledge Transfer and Training Section of this SOW.
- 4 **Project Completion Stage:** Confirmation that the Project objectives have been met and all Services have been completed

## 7. GENERAL PROJECT GUIDELINES

- **Project Changes:** Notwithstanding anything to the contrary in the Agreement, any Project changes or delays to the schedule will be managed via the Change Management Process.
- **Documentation:** All documentation and custom-developed materials provided by Alliance will be in the format chosen by Alliance.



- **Work Location:** Unless otherwise stated, Services will be delivered onsite.
- **Work Hours:** Unless otherwise agreed, Alliance's standard service hours are 08:00 to 17:00 Monday through Friday local time (the time in the time zone of the customer location where services are being provided), excluding Alliance designated holidays. Services will be provided during Alliance's standard service hours.
- **Out of Hours Support:** This Project doesn't include support outside of Alliance's standard service hours.
- **Installation:** Alliance will notify Customer in advance of each planned site/system implementation.
- **Product Training:** Product training certification (industry-recognized certification or qualifications) and installation training is out of scope.
- **Security Hardening:** Additional system security is not included in the scope of this project.

## 8. CUSTOMER RESPONSIBILITIES

### 8.1 General Customer Responsibilities

Customer will:

- Provide a Single Point of Contact (SPoC) that is available during installation, training and go-live and can provide access for the Alliance installation team to any areas where implementation of services described herein are required. SPoC must also have the authority to make any necessary decisions relative to implementation changes or have immediate access to the resources that can provide answers and/or authorize changes during the
- Ensure key stakeholders participate in project kickoff meeting.
- Notify all key personnel of installation and training schedule.
- Ensure all individuals operating system have training portal access and attend on-site training as defined herein
- Provide access to all sites as determined and agreed upon in the pre-installation planning meetings.
- Provide all power requirements for the system(s).
- Meet all environmental requirements as outlined by the OEM in Section 6.2 above.
- Provide access to any and all other customer resources that might be integral to the project implementation plan (i.e. IT personnel, Network Administrator, local site lead(s), Contract Administrator, etc.)
- Provide any additional personnel contact information
- Ensure adequate support from local personnel and security while operating systems
- Conduct any system movement and storage of equipment in central location
- Inform Alliance of any media or news coverage to ensure proper marketing and media support from Evolv
- Unless otherwise agreed, Customer shall prepare and execute the user acceptance test (UAT) plan within 30 days of Project completion and execute the Customer Acceptance form.



## 8.2 General Responsibilities - Alliance

- Complete any firmware updates from Evolv as required
- Register / Update system with Evolv Global Registration Tool

## 9. DAY-TWO SUPPORT

The customer will contact Evolv customer support directly for remote support. For on-site support, please see the attached service agreement which is included in acquisition costs.

## 10. MILESTONE BILLING

Notwithstanding anything to the contrary in the Agreement, by executing the Order Form or Statement of Work, Customer agrees that Alliance may invoice Customer for hardware, software, and services as outlined in the Order Form. The amount will be invoiced upon Customer's acceptance of the project milestone as described in the Order Form. Invoices will be paid in accordance with the invoicing and payment terms section of the General Terms of the Agreement and as outlined in the Milestone Agreement. The parties agree that this section supersedes any conflicting payment/invoicing terms specified in the Agreement. Partial invoicing is acceptable.

## 11. DEPENDENCIES

- Access to Schools during business hours
- Delivery of systems in timely fashion from central warehouse to locations determined by site surveys
- DeKalb County Schools staff availability for scheduled training
- Power requirements met prior to installation

## 12. CHANGES TO SCOPE

No Changes to this SOW are effective unless a formal written Change Request has been submitted and approved in accordance with the Change Management Procedures of the Agreement.

### 12.1 Change Management

A Change Request will be the vehicle for communicating Changes. The Alliance Change Management Form will be utilized and will describe the change, the rationale, and the effect the change will have on the project (e.g., alterations to deliverables, acceptance criteria, etc.). The designated Project Manager of the requesting Party will review the proposed change and determine whether to submit the request to the other Party. Project Managers for this SOW must agree to the proposed change(s) and secure their appropriate internal reviews and/or approvals.

## 13.0 Availability / Capacity

Our resources will be available to begin the implementation process upon Contract Award. A Project Kickoff Call will occur within ten (10) days of award. The Alliance Project Manager will coordinate the introductions of both team members, review the project timeline, and coordinate dates for the site surveys.

As part of the implementation process, Alliance recognizes that developing a security screening process is very important. Alliance resources will work with the customer under the parameters herein to develop a protocol that works for all parties. Below is a general outline of the project phases. Alliance anticipates approximately three (3) weeks to complete installation, training, and go-live support for DeKalb County Schools.



Evolv Project Plan - Per Unit			
	Task	Responsible Party	Duration (Days)
Planning	Purchase Order Received	Customer	30
	Plan Site Survey Dates	Both	
	Site Survey (*Varies by Site based on Entrances)	Alliance	
	Determine Number of Entrances and View Each		
	Inspect Floorplans		
	Determine Power Req's		
	Determine HVAC/Weather Req's		
	Begin Policy/Process Discussions	Both	
	Order Equipment	Alliance	
	Equipment Received	Customer	
Build	Technicians On-Site	Alliance	0.25/Unit
	Inventory Equipment	Alliance	
	Unpack Crate	Alliance	
	Place Equipment	Alliance	
	Place Mats		
	Place TX Tower		
	Place RX Tower		
	Connect Cables	Alliance	
	Power On and Validate Start Up	Alliance	
	If Outdoors, Bolt Unit(s) Down (if requested by customer)	Alliance	
Place Tablets	Alliance	0.25/Unit	
Validate Tablet Connections to RX and TX Towers			
Login to Tablets	Alliance		
Configure Location in Tablet	Alliance		
Validate Remote Connectivity	Alliance		
Set Service Provider (AT&T, Verizon)			
Set Metallic Scan Sensitivity (A to F)	Alliance		
Pass Through Test w/o Items			
Pass Through Test w/ Items			
Configure Alarm and Cube Position			
Check Cube Position for Shoulders/Hips			
Test and Confirm for Each Lane			
Administer Flow Mode Control	Alliance		
Threat Resolution Mode	Alliance		
Confirm Fan is Active	Alliance		
Wrap-Up	Take Photos	Alliance	0.5
	Submit Customer Information to Global Support Center	Alliance	
	Swipe Photocell to Create Scans for Analysis	Alliance	
	Upload Logs to Evolv	Alliance	
	Customer Changes Admin Password	Customer	
	Training	Both	
	Review Processes/Procedures	Both	
	Test with Customer	Both	
	Provide Documentation to Customer	Alliance	
	Obtain Customer Acceptance	Both	



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## **SIGNATURES**

*IN WITNESS WHEREOF, the Parties have executed this Statement of Work to become effective as of last signature date.*

**DeKalb  
County Public  
Schools**

By: \_\_\_\_\_

Name and  
Title: \_\_\_\_\_

Date of  
Signature: \_\_\_\_\_

**Alliance Technology Group**

By: \_\_\_\_\_

Name and  
Title: \_\_\_\_\_

Date of  
Signature: \_\_\_\_\_



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