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Education Service Center, Region 10 Richardson, TX

RFP RESPONSE

Facilities Management and CMMS Software (CMMS)

RFP R10-1114

4 March 2021

zLink, Inc. Business Information

zLink, Inc.

141 Parker Street, Suite 311
Maynard, MA 01754
Certified by the Commonwealth of Massachusetts

Privately Owned Small Business
Tax ID Number: 82-3676159
www.zlinkcorp.com

Principals

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Registration:

DUNS: 081020692
CAGE: 81AR7

NAICS Codes:

511210 Software Publishers	541511 Custom Computer Programming Services
518210 Data Processing, Hosting, & Related Services	541512 Computer Systems Design Services
519130 Internet Publishing & Broadcasting & Web Search Portals	541513 Computer Facilities Management Services
531390 Other Activities Related to Real Estate	541519 Other Computer Related Services
541310 Architectural Services	541611 Administrative Mng & General Mng Consulting Services
541330 Engineering Services	541618 Other Management Consulting Services
541340 Drafting Services	541690 Other Scientific & Technical Consulting Services
541350 Building Inspection Services	541990 All Other Professional, Scientific, & Technical Services
541370 Surveying & Mapping (except Geophysical) Services	561110 Office Administrative Services
541410 Interior Design Services	561210 Facilities Support Services

Compliance and Certification:

- zLink's zLinkFM™ COTS is accredited as compliant to Federal Disabilities Act Rule 508, FIPS and NIST 800-53 Specifications for Processing and Information Security.

FedRAMP Cloud Implementation Services:

- Microsoft AZURE

Stockholdings:

- zLink, Inc. is a privately held corporation incorporated in the Commonwealth of Massachusetts. There are no parent relationships. There are no planned mergers or acquisitions.

Subcontractors:

- zLink does not intend to use any subcontractors or third parties.

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Clint Pechecek, Purchasing Consultant
Education Service Center, Region 10
400 East Spring Valley Road
Richardson, TX 75081

March 4, 2021

RE: Computer Maintenance Management System and Enterprise Asset Management System (CMMS/EAM), RFP 21-63-C25

Dear Mr. Pechecek,

zLink, Inc., is pleased to provide this proposal in response to the Education Service Center's (ESC) Facilities Management and CMMS Software Solution (CMMS) RFP. zLink understands the requirements outlined in the RFP and our software solution meets the full spectrum of functional requirements. We're industry pioneers in implementing drawings-based Facility Management (FM) services and solutions, incorporating leading system security and secure data access that is accredited by the United States Government. Our COTS products have been widely recognized for their ease of use, innovation, web-based mobile access, and powerful features by our clients across hundreds of corporate, government, healthcare, and education organizations.

zLink has an organic capability to implement the complete solution using an integrated "Life Cycle" management process. We have a unique capability to support every aspect of the proposed software solution with in-house expert staff. This eliminates risks, overcomes major barriers to implement the needed solutions, and ensures on-time deliverables and user satisfaction.

We are proposing a cost-effective solution that consolidates Region 10 ESC's Design Drawings and Documents, infrastructure systems, assets maintenance and Capital Planning into a fully integrated system that will enable ESC staff with agile and innovative features to improve operational efficiencies and accomplish their mission.

zLink, Inc., Point of Contact

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Tax ID Number: 82-3676159

We look forward to hearing from you; if you need any additional information, please contact me.

Thank you.

A handwritten signature in blue ink that reads 'ASachdev'.

Anupam Sachdev, CEO

APPENDIX A: QUESTIONNAIRE

COMPANY PROFILE

1. Please provide your company's official registered name, Dun & Bradstreet (D&B) number, and primary corporate office location.

zLink, Inc.

DUNS: 081020692

zLink Inc. is headquartered at 141 Parker Street, Suite 311, in Maynard, MA

2. Please provide a brief history of your company, including the year it was established.

zLink, Inc. has been providing Facility, Asset, and Maintenance Management Software based on emerging technologies, technical support, and implementation services and solutions for over 20 years. We focus our efforts on innovative solutions based on a new class of software to address the optimal use and management of facilities infrastructure. We offer *Integrated Workplace Management Systems (IWMS)*, *Asset Management Systems (AMS)*, and *Computerized Maintenance Management Systems (CMMS)* software in the Software-as-a-Service (SaaS) mode where the clients can, without maintaining the hardware and associated costs, take advantage of the software owned and operated by the software provider. In addition, all solutions are available for On-Premise implementation.

All information is accessible in a single integrated platform to provide an enterprise-wide collaboration environment.

Space-centric web-based software solutions for *Vertical assets (Buildings and structures)* are tightly coupled with facility CAD drawings and BIM models. *Linear Assets (Pavements, Bridges, Culverts, Parks and Utilities etc.)* are tightly coupled with GIS objects to provide spatial orientation.

Our software platform, zLinkFM™, provides a simple to use secure Web-based User Interface (UI) and a visual User Experience (UX) that allows managing all corporate assets resources in a spatial context. zLinkFM™ facilitates a variety of solutions that include:

- **Integrated Asset Inventory**
- **Work Order and Preventive Maintenance Management**
- **Capital Asset Planning and Management**
- **Linear Asset and Utility Systems Management**
- **Building Condition Assessment**
- **Energy Management**
- **Space Management; and**
- **Managing Land, Parks, and Easements.**

The zLinkFM™ platform is based on the premise that asset drawings and GIS markers are the core of all asset related information. They best define the footprint of the asset and the spatial context for locating the entire physical breakdown structure (PBS) of the infrastructure. In addition, they provide the basis for information required by virtually all corporate functions. zLink provides a technology platform to facilitate Asset and Facility Management solutions that are '*drawing and space centric*'. Drawings, GIS maps, and database files are tightly coupled and accessed through an Internet browser interface. The system can be implemented on a corporate Intranet or as an Internet hosted solution. The value proposition of the system is the ease of user access based

on the familiar browser interface and an information perspective based on an intuitive relationship to asset location.

In addition, the system supports drawing and map-centered user collaboration, enterprise-wide exchange of asset drawings and data, and on-demand access to asset information on Android tablets, iPads, and all mobile devices. The solution is a fully secure cloud based single sign-on system.

zLink brings a unique capability to organically provide the software platform and ALL services required for a successful implementation.

zLink's Clients include:

Oregon Department of Transportation (ODOT):

zLink replaced the Oregon Department of Transportation's (ODOT) IBM Tririga Facilities Maintenance Management System (FMMS) with a Microsoft Azure Cloud-based solution. zLink's FMMS integrates ODOT's assets, maintenance, projects, capital planning and lease tracking information. In addition, the solution encompasses facilities space management, environmental management, and energy management. The system covers the Agency's 1,100 buildings on 376 properties totaling over 3 million square feet.

Clackamas County, OR:

zLink is providing a Building Information and Asset Management (BIAM) System for Clackamas County, OR. The BIAM System includes real estate and property management, building maintenance, building preventative maintenance, life cycle management, building operations, building inspections, space planning management, asset management, project management, utility management, environmental and risk management, GIS mapping, move management, fleet management, surplus management, inventory management, capital planning, conference room management, contract management, customer request, financial management, and budget management. Clackamas County encompasses 1,879 square miles including the 11,235-foot Mt. Hood. The County has 155 facilities and an array of capital assets, including office buildings, fleets, communication sites, maintenance locations, and many other types of structures.

Fairbanks North Star Borough, AK (FNSB):

zLink's state-of-the-art zLinkFM™ platform facilitates the management of a broad set of assets in a common environment. FNSB's system integrates - facilities, parks, roads, fleet management, space management, maintenance, projects, work orders, facility condition assessment, and capital planning information in a single application. The system covers the Agency's 700,000 square feet of buildings, 58 parks, and 500 miles of roads. The system provides Fairbanks North Star Borough with CAD drawing-centric facilities information and GIS-centric parks and pavement information to track, record, and streamline asset operations in one integrated system.

Consumer Finance Protection Bureau (CFPB):

zLink has implemented their IWMS software platform (zLinkFM™) for the Consumer Financial Protection Bureau (CFPB). The IWMS provides functional integration across various business processes based on a common facility information database. CFPB is focused on optimizing the utilization of facility space and major resources to meet the demands of an expanding workforce. They use the Space Management, Employee, Assets, Real Property, Work Order, and Scheduling modules. They used zLinkFM™ to plan, schedule, and execute their move to

their new headquarters. In addition, they are also now using the Hoteling and Reservation systems for their workspace room reservation system.

3. Who is your competition in the marketplace?

Since 2011 zLinkFM™ has been recognized by Gartner Inc. as one of the leading products in our market of IWMS, CAFM and CMMS Systems, based on “*ease of use functionality with data integration framework that enables flexible extensions*” and “*completeness of its vision*”. Some of the other Vendors in the marketplace are Accruent, Archibus, Planon, and Trimble.

4. What are your overall annual sales for last three (3) years?

zLink is a privately held corporation and as such does not release its financials.

5. What are your overall public sector sales, excluding Federal Government, for last three (3) years?

zLink is a privately held corporation and as such does not release its financials.

6. What differentiates your company from competitors in the public sector?

Our team has the experience, technology skills, and resources to provide organically full-service capability covering the spectrum of asset management capabilities, from the development of CAD drawings and GIS objects, field surveys, and engineering documentation to installation and post implementation support for our zLinkFM™ COTS solutions necessary to achieve this goal.

- a. **Full-Service Capability** – zLink has an organic capability to implement the complete solution (from CAD/GIS to software) using an integrated “Life Cycle” management process. We have a unique capability to support every aspect of the solution with in-house expert staff. This eliminates risks, overcomes major barriers to implement the needed solutions, and ensures on-time deliverables and user satisfaction.
- b. **Ability to Execute** - An in-depth knowledge of the asset management field allows zLink staff to create the solution that will best satisfy Region 10 ESC’s needs. Our post implementation Customer Support, Help Desk and maintenance services ensures a reliable platform with advanced tools, I/O functions and secure access to data anytime from anywhere using internet / mobile technologies.
- c. **Innovative Technology that Creates Intelligence by Coupling Drawings and Data** – The core zLinkFM™ technology enables enterprise-wide functional integration of facility “life cycle management” information. Data are created once and are instantly available across all organizational levels. End-user applications such as Linear Asset Management, Work Order and Preventive Maintenance, asset inventory, inspections, and capital budgeting are enabled quickly to fit Region 10 ESC needs without any software code change.
- d. **Integration** - the integrated data become the “core intelligence” for users across organizational levels to make better decisions, plan and perform their work tasks efficiently. A holistic view enables optimized asset utilization, cross-functional project management, and enterprise-wide collaboration. In addition, it allows users to rapidly reengineer their business processes with ease by creating and integrating “workflows” with business rules that reflect the reengineered business practices across organizational units.
- e. **Cost Effectiveness** – zLink prices its services and software based on an internal pricing structure without any third-party overheads. Based on very effective and

efficient implementation and engineering processes it can deliver innovative and functionally richer solutions faster and at lower costs than its competitors.

- f. **SaaS implementation** – “Software as a Service (SaaS)” solutions have become the deployment method of choice for zLinkFM™ clients. zLinkFM™ was amongst the first platforms available as a true SaaS option, in addition to providing an Intranet hosting capability. In addition, our SaaS implementation is on Federally Audited and Certified hosting data centers (FedRAMP) that meet and exceed the high performance and security standards required to meet NIST Pub-800-53 Federal Regulations for Secure Data Access and Systems Operations.
- g. **Mobile Platform** – zLinkFM™ platform provides leading edge technology that integrates drawings, databases, GIS, and the Web on a handheld mobile device. zLinkFM™ is device (iOS and Android) and browser independent. This provides the field professional the same easy access to drawing-centric asset information “as and where” required. In addition, growth in demand for services by customers and multi-sourcing of asset services increasingly requires that service providers, partners and other contract staff have ready and easy access “anywhere-anytime” to workplace data and processes via the portal interfaces that zLinkFM™ web-based architecture solutions provide.

zLink has provided asset and facility management services for over 20 years to City, State, and Federal Government Agencies based on emerging technologies. We pioneered the way in offering Computer-Aided Facilities Management (CAFM) software in the Software-as-a-Service (SaaS) mode where the clients can, without maintaining the hardware and associated costs, take advantage of the software owned and operated by the software provider.

The system enables real-time access based on a space-centered visualization to make, retrieve, and manage reservation information as needed.

At the Oregon State Health Authority zLink implemented our zLinkFM™ CMMS system that replaced a legacy Accruent (CMMS) system.

We have replaced an IBM Tririga system at the Government Accountability Office (GAO) with a Microsoft Azure Cloud based CAFM solution.

zLink replaced the Oregon Department of Transportation’s (ODOT) IBM Tririga system and iPlan with a Microsoft Azure Cloud based Facilities Maintenance Management System (FMMS) that integrates Facility Asset Management, Maintenance, Condition Assessments, and Capital Planning.

At Fairbanks North Star Borough, AK zLink has replaced their legacy Lucity and Micromain Asset Management system with our zLinkFM™ Asset Management system that integrates vertical and linear asset in a common environment.

Over many years of implementing FM solutions, zLink has sharpened and optimized its practices to provide optimal combination of operational flexibility, know-how, resources, and leading software to customers. Our staff expertise and technical approach, combined with our software products and services, provides our customers with high value as measured by our on-time delivery of our solutions, easily customizable workflow-based processes to support customer re-engineered business practices without the need for CAD tools or experts, fast data migration and implementation, and post implementation support services.

zLink is recognized by Gartner Inc. as one of the leading products in their IWMS, CAFM, and CMMS Market Guides. Verdantix lists zLink as one of their predominant Vendors with a focus on innovative technologies that optimize business operations in their United Kingdom IWMS Market Guide.

We enable our customers to improve their organizational efficiency and decision effectiveness regarding the life cycle management of their Capital Assets, Facilities Maintenance, Workspace Utilization, Real Estate Portfolio and Costs.

7. Please provide your company's environmental policy and/or sustainability initiative.

It is the policy of zLink, Inc. to reduce waste, minimize consumption, and protect our resources. We take a 'green' strategy approach for our natural environment taking into consideration every dimension of how our business operates in the social, cultural, and economic environment. The goal is to provide long-term value for employees and stakeholders without compromising people, the planet, or the economy.

zLink, Inc. is committed to being environmentally aware, actively support programs that reduce our company's environmental impact, and continually improve our environmental performance as an integral part of our business strategy and operating procedures. We seek to understand the effects our business activities have on the environment by supporting initiatives such as:

- Reduction of material, water, and energy consumption
- Waste minimization
- Recycling of all resources
- Increase our green knowledge

We recognize that we have a responsibility to the environment to meet or exceed legislative and regulatory requirements. We will ensure that this policy and all procedures relating to it are understood, implemented, and maintained by all company employees.

zLink works to reduce or eliminate waste at the source and reduce our carbon footprint by:

1. Using non-toxic substances
2. Conservation by using less energy and water at our facility
3. Reuse materials: non-paper/plastic plates, flatware, cups, towels, etc.
4. Reduce packaging & reuse packaging
5. Digit format first approach; documents are read in digital format. Proposals are submitted in digital format whenever possible.
6. Use both sides of scrap paper and recycle
7. Use energy efficient light bulbs
8. Programmable thermostats
9. Engage employees to be more conscientious

zLink is committed to protecting the Earth's natural resources through education, innovation, and the efficient use of energy, water, and green products/services in all its operations. It is committed to mitigating climate change and to meeting global policies and legislation to reduce carbon emissions.

8. Diversity program - Do you currently have a diversity program or any diversity partners that you do business with?

☐ Yes
☒ No

*zLink, Inc. is proud to be an equal opportunity workplace and an affirmative action employer. We embrace diversity and are committed to building a team that represents a variety of backgrounds, perspectives, and skills. All aspects of employment including the decision to hire, promote, discipline, or discharge, will be based on merit, competence, performance, and business needs. We do not discriminate on the basis of race, color, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status, or any other status protected under federal, state, or local law.

- a. If the answer is yes, do you plan to offer your program or partnership through Equalis Group?

☐ Yes
☐ No

(If the answer is yes, attach a statement detailing the structure of your program, along with a list of your diversity alliances and a copy of their certifications.)

- b. Will the products accessible through your diversity program or partnership be offered to Equalis Group members at the same pricing offered by your company?

(If answer is no, attach a statement detailing how pricing for participants would be calculated.)

9. Diversity Vendor Certification Participation - It is the policy of some entities participating in Equalis Group to involve minority and women business enterprises (M/WBE), small and/or disadvantaged business enterprises, disabled veterans business enterprises, historically utilized businesses (HUB) and other diversity recognized businesses in the purchase of goods and services. Respondents shall indicate below whether or not they hold certification in any of the classified areas and include proof of such certification with their response.

- a. Minority Women Business Enterprise

Respondent certifies that this firm is an MWBE

☐ Yes ☒ No

List certifying agency: _____

- b. Small Business Enterprise (SBE) or Disadvantaged Business Enterprise (DBE)

Respondent certifies that this firm is a SBE or DBE

☐ Yes ☒ No

List certifying agency: _____

a. Disabled Veterans Business Enterprise (DVBE)

Respondent certifies that this firm is an DVBE

☐ Yes ☒ No

List certifying agency: _____

b. Historically Underutilized Businesses (HUB)

Respondent certifies that this firm is an HUB

☐ Yes ☒ No

List certifying agency: _____

c. Historically Underutilized Business Zone Enterprise (HUBZone)

Respondent certifies that this firm is an HUBZone

☐ Yes ☒ No

List certifying agency: _____

d. Other

Respondent certifies that this firm is a recognized diversity certificate holder

☐ Yes ☒ No

List certifying agency: _____

PRICING/PRODUCTS/SERVICES OFFERED

10. Please outline your products and services being offered, including the features and benefits and how they address the scope being requested herein. Please be specific; your answer to this question, along with products/services provided in your pricing file will be used to evaluate your offering.

The proposed CMMS System COTS based solution is designed to address the requirement to replace the current system. However, Region 10 ESC's requirements will not remain static, and will evolve mirroring ESC changes to its business practices and Regulations and reporting to State and Federal Government Departments.

zLinkFM™ platform software components included in this solution provide broad functional capability to address additional evolving requirements and data related to Assets, Maintenance Contracts with Contractors, Maintenance Plans, and other corporate Asset Management functions.

The envisioned CMMS System platform will include the following zLinkFM™ software components:

- **As-Builts**— enables the creation and management of asset drawings and GIS repository – it forms the core of the entire platform, provides the common basis for the creation, maintenance, use, storage, management, and referencing all related drawings, GIS objects and data. The As-Builts drawings are referenced by all Modules to provide a space-centric view of all asset information and be shared by all authorized users to support broad set of business functions including the framework for operational and maintenance planning, work order costs charge backs and financial reporting.

The As-Builts module provides an easy web browser access to authorized users to perform:

- Mark-up As-Builts and create their own archives.
 - Share As-Builts with colleagues, publish for contracting, use for site inspections or locate assets and work requests.
 - Control revisions of As-Builts.
 - View As-Builts online from anywhere using mobile technology (tablets and Smartphones).
 - Key word-based easy retrieval of data for custom reports or extracts for “business analytics”.
- **Asset Management** – Keeps track of thousands of assets and the associated data, as well as where they are located. Asset management includes all movable and fixed assets. Movable assets generally comprise business use equipment and machinery, information technology assets and other common use related assets. Fixed assets include life safety systems, large capital equipment and infrastructure assets related to major systems. Mechanical equipment such as air handling units, pumps, and motors; electrical components such as panels, transformers, and generators; and plumbing shut off valves—are easily located and tracked for their performance and relationship with other components. Asset Management module capability includes: Fixed and moveable assets including IT equipment; All assets located on floor plans or GIS maps; Repositioning using drag-and-drop or move projects; Tightly coupled data related to acquisition date, costs and depreciation; Integration with financial and preventive maintenance functions; Life cycle tracking from acquisition to disposition.

The zLinkFM™ Assets module function enables location-specific asset data. Assets linked to drawings provide a wide variety of more meaningful reports. Safety and compliance issues mandate good documentation. The zLinkFM™ Asset Management module allows for easy, frequent updating, resulting in more accurate asset documentation and reporting information.

- **Documents Management** – improves Engineering and Maintenance / Facilities staff productivity as it eliminates the need to search for the appropriate As-Builts CAD or Models for information about the Design, Space, Infrastructure Asset and components and related information. In addition, the Documents Module mitigates risk for loss of critical CAD and asset maintenance and project related documents in the event of fires, floods or other disasters; it provides a highly simplified and productive automated access to needed information about the design and construction of the asset. Easy to use functional tools enable users to store, retrieve, distribute and share electronic documents and drawings in a broad set of file formats across the Asset Portfolio and business functions (e.g., Engineering, Contracting, Accounting, Services, Maintenance, etc.).

Technical Specifications, Maintenance Procedures, Manufacturer Warranties, Digital Pictures and Videos showing Condition of Assets, CAD files and related Capital Assets and Maintenance Projects files can be stored and retrieved using web-enabled U/I. The Documents Management Module ensures accurate information and records are maintained and retrievable on-line when they are needed, and thus eliminating the risk of lost or misplaced CAD, GIS and related documents for the facility.

- **Inventory Management** – provides all necessary functionalities to manage and maintain inventory requirements. zLinkFM™ inventory management tracks and manages the stock of various consumable parts and also provides settings to initiate the ordering of these parts when the quantity falls below a certain level. zLinkFM™ supports multiple stores so that stock can be added to the main store and transferred to the secondary stores. The module also

provides necessary options to capture all related data along with the inventory like the invoice number/date, cost of the item, the vendor, the department that ordered the part etc. Parts can be associated to various equipment categories that can utilize it so that the technicians or work order managers get a filtered view of the parts that are associated with the equipment while performing the work order.

Work order managers/authorized technicians can easily see the stock of each part in a single click. There is an option to attach various parts as part of the work order; later the count can be updated based on the actual use of the parts while completing the work order. New parts request can be tracked using inventory request work type and the approval for inventory request can be achieved using custom workflows. The cost of the parts used can be charged back to GL accounts or departments based on the preference of the end user.

- **Maintenance Management** – provides the functionality to plan, execute, manage and report on on-demand and preventive maintenance procedures and schedules for all facilities, assets, and equipment that require maintenance. All maintenance is based on plans and workflows. The work performed is automatically recorded and performance can be tracked and accordingly reported.
- **Mobile Platform - User Friendly GUI** – Provides authentication of ESC users to access and use the system and focus on their work rather than the complexity of underlying drawings, data and the system access mechanisms. Since the entire platform operates in a browser window that is mostly a common application for the desk-top and the handheld Tablets and Smartphones, it improves users' productivity by using same functionality across all U/I platforms. zLinkFM™ is device (iOS and Android) and browser independent. It will allow users to perform their work tasks anytime-from-anyplace – for example: facility managers and others within the organization can move about the various Developments and access the CAD drawings and related documents to inspect and carry out a vast variety of tasks. Any changes that are made in the field on the mobile devices will be automatically synchronized with the database, thus ensuring that all drawings and data changes are kept up to date.
- **Space Management** – provides key functions to create and maintain data about facility space use and costs, to perform Space Capacity and Occupancy Planning, Track Staff Assignments and Assets to Space, and support Employee moves (a single employee or Departmental moves).

Its primary function is to monitor and track the effective use and cost associated with real estate space, and to allocate and optimize space among many departments and do accurate cost accounting. Vacant spaces are readily identified, while Employees moves and changes in employee office assignments are planned and performed with minimal loss of productivity.

Authorized users can perform the following business processes:

- Space Planning
- Capacity Planning and Forecasting
- Create and Maintain Space Classification and Occupancy Standards to meet changing needs
- Occupancy Density and Analysis
- Space Assignments to Departments, Divisions, Organizations and other organizational groupings
- Space Assignments for Employees (e.g., New Hires, transfers, consolidations and departmental moves)

- Space Reporting and Analytic reports for cost planning and charge backs
- Employee Moves Planning and Execution (Single Employee or Departmental)
- Maintenance of Employee Locations and Data

Workflows can be created to generate notifications / alerts at predefined intervals or when Key Performance Indicator is outside a specific range. These alerts are provided to designated staff to take specific action – for example Occupancy Density impacts the Cost per GSFT per Employee (if Occupancy Density increases the cost per SQF decreases and cost per SQF increases when Occupancy Density decreases).

Space Planners can quickly compute the Occupancy Density and compare it against predefined Capacity limits. The Space Planner or Financial Analyst set a procedure to extract or view in real time Occupancy data, based on criteria such as Employees Classification, Occupancy Density by Department or Organization for a building or Real Estate Portfolio, related costs, compare the results against historical data and defined plans. Forecasting is matter of creating long term plans and entering the data. The information can be extracted from a portfolio of buildings and facilities and automatically updated as part of executive Planning Report (e.g., Dashboard of Key Performance Indicators).

- **Work Order** – used to manage defined work tasks for Preventive and On-demand Maintenance, as well as Projects and Work Orders related to all other operational modules in the zLinkFM™ platform.

Work Orders may incorporate Work-Flows that adapt processes to the business functions; depending on the end user needs, work-flows define specific “actions” and “alerts” across the organization and direct individuals on “how to proceed” in performing their related assignment.

All Work Orders for Preventive Maintenance or other repeatable work tasks are automatically scheduled, and their performance status automatically reported. All repeatable Work Orders are created once and reused across the Annual Schedule (e.g., Weekly, Monthly, Quarterly and Annually) and linked to technical specifications and instructions on how to perform the defined work. Staff and responsible Manager can be assigned to Work Orders and accordingly performance is tracked, and status reported. Additional information can be incorporated into the Work Orders such as “materials and costs, labor hours and charge back costs”, and subsequently used to update financial systems.

- **System Administration** – The Systems Administration Module allows managing enterprise-wide access through designated points of responsibility. Provides Super User privileges to a designated client user responsible for the Platform System Administration. The System Administrator provides end-users with Log-in IDs and Passwords, adds, deletes, and updates end-user information, sets Account Expiration dates for end-users, enforces access policies, and oversees data security. The System Administrator has the options to configure Users, Assets, Sites, Buildings and Floors, and tools for managing the user’s access and asset information.

The system enables control structures and user hierarchies for managing access to data and establishing privileges for editing data at different organizational levels. Specific user access can be controlled at various organizational, functional, drawing or data level. In addition, the system can maintain a log of all project related transactions to provide a project history and oversee compliant use of the system by authorized users.

- **Executive Summary / KPI Dash Boards** – Standard and unique Dashboards are created by defining the data sets which are considered to provide meaningful summary of Key Performance Indicators (KPI) as to the range of work tasks whose performance or status measures specific business functions or organization performance over a time-period. For example, KPIs can be set-up to provide real-time information on Maintenance Plans for Contractors by Development, Maintenance Variances of Planned Work vs. Actual and Prior Years for Same Assets.
- **Preferences** – it enables each user to customize the system I/O GUI forms to fit their preferred viewing background color settings, CAD layers and data.

In addition, the following functional capabilities are included in each of the modules:

- **Reporting** – incorporates an Active Reports Framework that enables users to quickly define the data and report formats they need. It supports export of data to XLSX, PDF, RFT, DWG, TXT etc. Any type of files can be kept in the system as attachments and can be accessed and viewed by the user using the system's web based I/O GUI functions. All users can use Active Reports Framework to define the reports they need for Performance Tracking and Business Analytics, and general add-hock reporting.
- **Flexible Workflows** – This is the Module that will allow ESC to re-engineer their work processes for efficient utilization of resources without being constrained by software defined procedures; and also provide “alerts and notifications” based on defined “conditions encapsulated by the data reported” – for example “Planned Maintenance Not Started” or “Completed Late by N Days”. This type of conditions will automatically generate Notices to Management and users responsible for the related Tasks to take action.

zLink's software is developed in-house by zLink, Inc. All customizations are maintained in new releases. zLinkFM™ is designed in a way that it can be upgraded without impacting any customizations. zLink has a well-defined release strategy that ensures a smooth transition to new releases. zLink provides periodic software maintenance; any new functional enhancements to the software which affect/improve the functionality of the zLinkFM™ COTS based solutions are delivered as part of the internally hosted solution software maintenance.

11. Describe any integrations your organization can provide with other platforms.

The zLinkFM™ integration platform is designed to support a broad set of capabilities to facilitate data exchange with other corporate systems. It is built on top of an ASP.net Core framework and hosted in the Microsoft Azure Cloud. The platform supports on-demand API calls based on various events in the system or those generated by external API calls. It also supports scheduled execution of the APIs using its task runner module.

zLinkFM™ Integration Platform provides integration of enterprise business systems with zLinkFM™. This platform supports 4 types of integrations:

- B2B integration between business systems.
- B2C integration between zLinkFM™ and customer's end user application, e.g., Mobile extensions which needs user login
- Ad-hoc integration for on-demand requirements of the customer.
- Data import and export through zLinkFM™ application.

All zLinkFM™ standard APIs are RESTful Services for B2B and B2C applications/systems. Ad-hoc integration module supports all other types of integration like SOAP based services, FTP file sharing, shared files, message brokers, etc.

12. What security protocols are in place to ensure the safe transmission of information being shared through your products and services?

zLinkFM™ is a COTS production which is hosted in a FedRAMP certified Microsoft Azure Cloud as a SaaS model. All zLinkFM™ users can access the system using a browser interface. The configuration and access control are managed centrally and adheres to all security requirements. zLinkFM™ is compliant to OWAS security vulnerabilities and is in sync with Federal Regulations and Industry Standard Practices as defined in NIST Pub-800-53 and in ISO 9001 / ISO 27001 and ISO 12207.

zLinkFM™ doesn't require any plugins. It supports all modern browsers which includes Google Chrome, Firefox, IE edge, and Internet Explorer. zLinkFM's mobile extension is available in both Android and iOS.

13. Were all products/lines/services and pricing being made available under this contract provided in the attachment B and/or Appendix B, pricing sections?

Yes.

14. Does the respondent agree to offer all future product introductions at prices that are proportionate to contract pricing offered herein?

☒ Yes

☐ No

(If answer is no, attach a statement detailing how pricing for participants would be calculated.)

15. Does pricing submitted include the required administrative fee?

☒ Yes

☐ No

16. Define your invoicing process and standard terms of payment.

The base year has a one-time implementation fee to set up the system, this is based on the requirement. The invoicing is done as the Implementation Tasks are completed.

The licensing for the cloud/SaaS version is an annual fee; this is invoiced monthly.

The software maintenance fee is an annual fixed fee; this is invoiced monthly.

We have a 30 day standard term of payment.

PERFORMANCE CAPABILITIES:

17. States Covered - Respondent must indicate any and all states where products and services are being offered.

☒ 50 States & District of Columbia (Selecting this box is equal to checking all boxes below)

- | | | |
|---|---|---|
| <input type="checkbox"/> Alabama | <input type="checkbox"/> Kentucky | <input type="checkbox"/> North Dakota |
| <input type="checkbox"/> Alaska | <input type="checkbox"/> Louisiana | <input type="checkbox"/> Ohio |
| <input type="checkbox"/> Arizona | <input type="checkbox"/> Maine | <input type="checkbox"/> Oklahoma |
| <input type="checkbox"/> Arkansas | <input type="checkbox"/> Maryland | <input type="checkbox"/> Oregon |
| <input type="checkbox"/> California | <input type="checkbox"/> Massachusetts | <input type="checkbox"/> Pennsylvania |
| <input type="checkbox"/> Colorado | <input type="checkbox"/> Michigan | <input type="checkbox"/> Rhode Island |
| <input type="checkbox"/> Connecticut | <input type="checkbox"/> Minnesota | <input type="checkbox"/> South Carolina |
| <input type="checkbox"/> Delaware | <input type="checkbox"/> Mississippi | <input type="checkbox"/> South Dakota |
| <input type="checkbox"/> District of Columbia | <input type="checkbox"/> Missouri | <input type="checkbox"/> Tennessee |
| <input type="checkbox"/> Florida | <input type="checkbox"/> Montana | <input type="checkbox"/> Texas |
| <input type="checkbox"/> Georgia | <input type="checkbox"/> Nebraska | <input type="checkbox"/> Utah |
| <input type="checkbox"/> Hawaii | <input type="checkbox"/> Nevada | <input type="checkbox"/> Vermont |
| <input type="checkbox"/> Idaho | <input type="checkbox"/> New Hampshire | <input type="checkbox"/> Virginia |
| <input type="checkbox"/> Illinois | <input type="checkbox"/> New Jersey | <input type="checkbox"/> Washington |
| <input type="checkbox"/> Indiana | <input type="checkbox"/> New Mexico | <input type="checkbox"/> West Virginia |
| <input type="checkbox"/> Iowa | <input type="checkbox"/> New York | <input type="checkbox"/> Wisconsin |
| <input type="checkbox"/> Kansas | <input type="checkbox"/> North Carolina | <input type="checkbox"/> Wyoming |

☒ All U.S. Territories & Outlying Areas (Selecting this box is equal to checking all boxes below)

- | | | |
|---|---|--|
| <input type="checkbox"/> American Samoa | <input type="checkbox"/> Midway Islands | <input type="checkbox"/> U.S. Virgin Islands |
| <input type="checkbox"/> Federated States of Micronesia | <input type="checkbox"/> Northern Mariana Islands | |
| <input type="checkbox"/> Guam | <input type="checkbox"/> Puerto Rico | |

18. List the number and location of offices, or service centers for all states being proposed in solicitation.

zLink is headquartered in Maynard, MA. All services would be coming from Maynard, MA.

19. Distribution Channel: Which best describes your company's position in the distribution channel.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Manufacturer direct | <input type="checkbox"/> Certified education/government reseller |
| <input type="checkbox"/> Authorized distributor | <input type="checkbox"/> Manufacturer marketing through reseller |
| <input type="checkbox"/> Value-added reseller | <input type="checkbox"/> Other |

20. Provide relevant information regarding your ordering process including the ability for purchasing group members to verify they are receiving contract pricing.

The contracted pricing structure will be available to any purchasing group. The solution price is a fixed fee based on the specific requirements of each group. The proposed integration of

modules and the related price is provided in each proposal. The contracted price may be discounted for specific modules based on the requirements. However, the contracted price will not be exceeded in any instance.

21. Describe areas where downtime may occur with your software/website or other services provided, historical averages of that downtime, and how you resolve downtime issues when they do occur.

zLink has a 99.9% uptime SLA with Microsoft Azure. zLink provides this as the standard SLA for its Customers. zLinkFM™ has a defined backup schedule in place where the application server backup is done every 24 hours and the database backup is done once every 15 minutes. zLinkFM™ has 7 Days as its default retention period. This can be configured as per the customer's requirement.

22. Describe your company's Customer Service Department (hours of operation, how you resolve issues, number of service centers, etc.).

zLink will provide Help Desk and Support Services to ESC in compliance with the final contract. zLink does not use or rely on 3rd party resources to provide Technical Support or any other service to its clients. We are unique in this regard as we make sure quality, responsiveness and accountability is assured.

Help-Desk Process:

- a) Help Desk Support Services are provided to clients between 9:00 AM EST to 5:00 PM EST. Special provisions are arranged for clients with operations internationally and US Pacific Time Zones. However, Automated Call Forwarding is used for Off-hours coverage whereby the calls are sent to zLink's staff covering the off-hours Help Desk shift.
 - *Help Desk receives "Requests for Assistance" in two forms - email or a telephone call:*
 - **Email:** xxxx.support@zlinkcorp.com (xxxx = Client Project ID).
 - **Phone:** Call 978-309-3628 (9am EST to 5pm EST.)
 - *All "Requests" are registered and a "Ticket Number" is generated with Date/Time Stamp.*
 - *Tickets info emailed to caller.*
- b) Help Desk attendant will address the issue interacting with the caller over the phone or over email whichever method is more appropriate.
- c) If expert assistance is required, the Help Desk attendant will immediately escalate the call:
 - *Web and Database issues inquiries will be forwarded to Tech Group.*
- d) *zLink staff assigned to support Help Desk operations update / record "status and resolution" for zLink and client to close "Incident Request / Reported Issue".*

- e) All “Issues / Incidents” will be addressed on specific schedule depending on their severity:
- Highest Priority - Severity Level 1- Response within 1 hour - Resolution within 12 hours
 - Medium Priority - Severity Level 2- Response within 2 hours - Resolution within 24 hours
 - Low Priority - Severity Level 3 - Response within 4 hours and Resolution within 48 hours
 - Functional and “not software related issues” – Severity Level 4 – Response within 24 hours and Resolution within 5 Business Days.

zLink will assign a senior staff member who would be experienced with ESC installed zLinkFM™ configuration and functions, and had direct access to our Engineering group and Executives.

The System Maintenance and System Support coverage includes the following.

System Maintenance includes:

- System reconfigurations
- User License updates and management
- Client proposed non-billable enhancements
- Updates to unique client requirements
- Changes to the software due to Government Regulations
- Database enhancements

System Support includes:

- Help Desk phone support during normal business hours
- System analysis support
- New requirements analysis
- Business process and workflow reengineering
- System Administration support
- Review of processor, storage, and backup to meet expanding requirements

23. Describe any training or other support resources you provide to support end users in better understanding how to utilize your products and services?

The training is scheduled for two different user groups:

1. Administrator – training is designed for all users who have administrative access to the zLinkFM™ environment.
2. General User – is designed for all users who have read/write and read-only access to the functional capability of each module. The named users have full access to the entire functional capability of each module.

zLinkFM™ Administrator Training – System Administration

This will be an intensive one-day training session. An experienced zLink professional will conduct the training session. This session will cover all modules that zLink will be implementing as part of this project, like modifying database fields; setting up users and security; creating reports,

charts, graphs, and dashboards; personalizing the navigator; administering drawing publishing. The session will be interactive where the trainees will work on a live system and gain practical experience in executing various functions of the system. This course is designed for the zLinkFM™ Administrator responsible for installing the software, maintaining system integrity, and personalizing the interface. An administrative user has all privileges including modifying the drawings and databases and customizing reports and therefore such topics will all be covered in detail.

zLinkFM™ Facility User Training - Fundamentals

Facility user training will cover all aspects of using all modules of the system. This will be a one-day training session. Participants will learn about the basic components of zLinkFM™ databases, drawings, and reports. Participants will become competent in the zLinkFM™ system domains: Work Order Management, Asset Management, Inventory, etc. This course is great for users who are new to zLinkFM™. This session will be interactive where the trainees work on the live system.

Training is designed for all users able to access information from the zLinkFM™ environment and can be conducted over the web.

On-going additional training can be provided as a part of the on-site support activity or through web-based training sessions.

24. Outline any implementation or other resources you provide in helping to configure your solutions, whether during the initial startup, or ongoing as part of the software maintenance.

Our implementation process is the cultivation of knowledge derived from hundreds of similar implementations for Corporations, Government Departments and Agencies, Medical Centers, Higher Education, and in private enterprises. The following chart provides a simple overview of our Implementation processes that reflect the work sequence for data migration, software installation, and testing. The specific Tasks related to these work steps are detailed below in this section.

During our initial interaction with ESC we will focus on an assessment of the requirements and needs, define a Project Plan, and establish a timeline for executing an agreed-upon plan. In addition, this plan will recognize ESC responsibilities for facilitating the proposed plan.

Data Migration is a critical success factor in accomplishing the agreed upon “Go Live” date. We will establish early on the detailed data migration and collection process, and the form and format of data related to CAD As-Built / GIS objects, Documents Management, Asset Data Management, and Maintenance. The Data Conversion Plan is designed to ensure that all imported data will be available seamlessly across the zLinkFM™ platform.

zLink staff will explore with ESC the potential for immediate test implementation based on an out-of-the-box version of the current zLinkFM™ Modular solution. We will record any special ESC requirements and plan to incorporate appropriate solutions to address these requirements at a mutually agreed timeline.

Project Delivery – zLink has an unblemished record of on-time delivery of projects. The following elements best support Project Management and are key to track progress and ensure a successful implementation.

- Integrate progress tracking data back to Implementation Plans
- Tracking of issues and their resolution, sharing information with ESC Program Manager and senior stakeholders.
- Establish on-going Project Status Review Meetings and manage risks.

The following tasks define the entire Implementation Process.

Task 1 Project Management and Planning

zLink effort will be led by a dedicated Project Manager (PM). The zLink PM will be the point-of-contact (POC) for ESC through the entire implementation process. Also, the PM will be responsible for coordinating the efforts of the zLink Team and communicating with ESC key stakeholders as required.

Kick-Off Meeting

Post Contract Award, zLink will organize a Kick-off meeting to address the overall plan.

- Review initial Implementation Plan that includes the detailed work tasks.
- Identify Key Stakeholders, project contributors and their responsibilities.
- Detail list of required data / files identified as key receivables.
- Gain understanding of current systems, use processes and on-going projects.
- Determine General Reporting needs and Technical Services to be supported with the envisioned solution.

We will demonstrate zLinkFM™ key functions of an out-of-the-box solution and how it will be implemented to create the envisioned WAMS that fully supports ESC's requirements.

Feedback from Sponsor Executive, Stakeholders, and the Contracting Officer Representative will be noted and used to finalize the Implementation Plan within seven days from the kick-off meeting. Project Management and Tracking procedures will be set-up in accordance with ESC's needs.

Program Management

- **Reporting and Communications**

zLink Project Manager will oversee zLink's effort and interface with ESC's Sponsor Executive, Stakeholders, and Contracting Officer Representative (COR). Our Project Manager will work closely with ESC staff; establish processes for good communications, Risk Mitigation and on-time deliverables.

Our management processes track budgets and progress against schedule and cost baselines, and we evaluate risk factors on an ongoing basis. The Project Manager prepares and arranges formal monthly briefings to client (Education Service Center, Region 10) Executive Sponsor, Stakeholders and COR. These briefings include Project Status Reports, explanation of any variances, current work tasks performance, and task objectives for the reporting period, data migration progress and issues, emerging risks and mitigation actions, and any other issues to be addressed as required.

Good and timely communications are essential to ensure on-time work performance and quality of deliverables. It is our experience that interactive communications using teleconferencing (e.g.,

GoToMeeting) as the most efficient means for zLink and remote clients team members to meet and communicate. Because zLink is based in Maynard, MA many meetings and working sessions will be conducted online. We will support the scheduling of Working Group members, schedule of planned meetings, keep and publish Meeting Minutes, Deliverables and Status Reports.

- **Risk Management**

We use Risk Management and Mitigation process to ensure the early identification and mitigation of Risks. When Risks are identified, a designated person is assigned the responsibility to plan and address the Risk. In our experience we have found that most risks result from Task delays due to issues of timely coordination and participation of decision makers. zLink's PM will list those tasks that present the greatest potential of risk and must be proactively controlled by stakeholders and participants.

- **Quality Assurance**

The following internal procedures are used to ensure full compliance of process and deliverables specified in the SOW.

- **Data Migration and Importing Assessments:** An evaluation consisting of an examination of documentation and/or activities associated with the receipt of CAD Drawings and Data files. Assessments are performed to: a) catalogue what has been received, its quality and determine missing information; b) communicate with customer staff to take corrective actions; and c) assure compliance of received data to the Project SOW.
- **Deliverables Reviews:** An evaluation consisting of an examination of software documentation, test procedures and scripts to assure compliance to SOW and client specifications. The types of documentations to be evaluated include: Baseline Schedule, Interface Requirements Specifications (IRS), Readiness Review Reports, UAT Test Scenarios, Installation Guides and Support, Support (Post Installation).
- **Integration and Test phase:** zLink's engineering staff work closely with client staff to perform Integration Test and verify the results. All issues related to Software Problem/Change Reports will be documented, solutions assessed for completeness and applicability, progress monitored and tracked, and all related documents updated.

Task 2 Configuration Assessment

This task is designed to ensure that the system as implemented is consistent with the requirements stated in the RFP. In addition, the task may result in identifying new requirements as the 'To Be' business processes are discussed and analyzed.

Process Maps

The *As Is* process maps to be provided by ESC provides the basis for mapping zLinkFM™ functions and data structures to ensure that the system will support all current business functions. The *To Be* process maps will guide ESC's need to enhance current processes to gain improved efficiencies, cost reductions, and empower citizen interactions with ESC based on the capabilities provided by new state-of-the-art technology.

These process maps will be key inputs to the functional workshops to understand and detail system configuration and requirements.

Requirements Workshops

The Requirements Workshops are a key element of the zLink Implementation Process. They are designed to focus closely on each major function to be supported by the system based on the knowledge ESC stakeholders and Subject Matter Experts (SME).

Each workshop is preceded with an information package and questionnaire provided by zLink to detail and guide the discussion.

zLink will conduct the following workshops as a part of this implementation.

1. Facility Management
2. Asset Maintenance
3. Inventory Maintenance
4. Work Orders – On Demand and PM

The output of these workshops is detailed in a Requirements Traceability Matrix that is used throughout the implementation and test processes to verify the configuration of the system as defined in the procurement.

Task 3 Environment Setup and Data Import

Upon Contract Award zLink will immediately provision the system environments to enable the implementation process. This infrastructure setup allows the data testing and migration as it becomes available.

Within 30 days from Project Kick-off meeting, zLink will set-up a fully functional and integrated application and database environment configured from the selected zLinkFM™ COTS platform modules. The configured installed application/database platform will be a Cloud based SaaS implementation at zLink's hosting partner Microsoft Azure.

This early set-up will be used to populate the database with actual data and for team members to conduct periodic quality and completion reviews as the project progresses. zLink has its own ETL software designed to convert and load excel files into the zLinkFM™ database tables and perform file conversions, and loads files formatted using the Comma Separated Values (CSV) format.

Software Installation

The software installation includes three primary environments:

1. *“Dev” Environment* – to enable zLink to configure, and implement requirements as established in the Requirements Traceability
2. *“UAT” Environment* – to facilitate Quality Assurance and test procedures prior to moving the application to production.
3. *“Production” Environment* - the final application platform made available to all end users.

The UAT environment is also the repository for migrated data and is used to facilitate ESC User Testing with familiar ESC data.

Data Migration

This is a priority and the longest duration task that will be initiated immediately after Project kick-off meeting. Our staff will coordinate with ESC staff to create a “data import” inventory list of required data to be collected including CAD files, Assets Data, Maintenance Records, Asset Location and Names and discuss potential interfaces.

It is important to collect the data as soon as possible and in parallel with software installation and testing of the proposed solution. Our staff will work with ESC staff to set-up a secure FTP process to collect existing CAD files and data. Asset Data files will be collected and accuracy, location, status will be verified. The verification will be enabled by loading all data into a temporary configuration of the system database and provide to ESC staff interactive access to review the data. This will allow zLink to correct and mitigate the deficiencies.

The zLinkFM™ repository will be an enterprise-wide solution to access, manage, update and control these data and related files using the envisioned system and database management services to accomplish this task.

Build Asset Database

All asset data and files provided by ESC will be validated and prepared for import into the system. All data will be stored and linked to assets, and accordingly linked with the As-Built and Assets data to provide an integrated record. All the Asset data files and drawings will be available in the repository for periodic review by ESC staff throughout the build process.

Task 4 Operational Testing

Operational testing is designed to enable ESC to test use cases that are consistent with the proposed To Be business process. During this phase zLink will also implement the pre-defined user reports and interfaces to other systems as required.

Define Reports and Dashboards

zLinkFM™ embedded Reporting capability and functionality allows users and executives to format their own reports and incorporate in their dashboard's key performance data from any of the data sets stored in the zLinkFM™ repository. For example, a dashboard can be used to show the following:

- Documents related to specific asset categories.
- Total PMs and Work Orders completed and in progress
- Maintenance Plans, Status and Operating Costs
- ESC Reports

There are no limits to the datasets that can be defined as a KPI and be used by management and executives for business analytics and performance tracking of Asset Utilization, Maintenance and Related Services, Suppliers, Contractor Performance, and Financials.

Interface with Legacy Systems

This step will be performed over the duration of the implementation process. zLink staff and ESC's Subject Matter Experts (SMEs) will define the specifications for required interfaces with other legacy systems supporting Asset Maintenance Projects and Regulatory Reporting if needed. They will also identify and define Executive and Management KPIs and related reports.

Data interchange with internal legacy systems such as ESRI ArcGIS, Pavement Management System, Maintenance, Personnel / HR, Finance and Accounting, and Active Directory for User Names will be enabled to facilitate integration testing. After the Kick-off meeting the zLink technical lead will work with ESC staff to identify and discuss requirements for these interfaces to define specifications and ensure such interfaces are created and incorporated into the envisioned system.

Task 5 User Acceptance Testing (UAT)

The UAT is the final test before the entire environment is moved to Production and Go Live is enabled.

This pre-production system installation and acceptance process is designed to enable the final test processes.

- UAT set-up is a preproduction environment with all required data sets and functionality of the envisioned production system to ensure realistic training that will simulate actual production work processes and daily work tasks by the users.
- A standard test plan and QA Scenarios for data validation, creation and use during the installation and testing process.
- QA Scenarios will cover mandatory Requirements (with corresponding Use Cases supplied by the Education Service Center, Region 10) for all data records and functions per requirements.

UAT will proceed with zLink staff available to support ESC staff during UAT to resolve any issues or missteps in testing. zLink staff will ensure all deficiencies are corrected and accepted by ESC. A final Report of the UAT outcome will be produced recommending a "Go Live" decision by the authorized ESC Project Executive.

Task 6 Training

The Training will be scheduled once Security Assessment and Data Migration are completed.

The training is scheduled for two different user groups:

1. Administrator – training is designed for all users who have administrative access to the zLinkFM™ environment.
2. General User – is designed for all users who have read/write and read-only access to the functional capability of each module. The named users have full access to the entire functional capability of each module.

Training is designed for all users able to access information from the zLinkFM™ environment and can be conducted over the web if required.

On-going additional training can be provided as a part of the on-site support activity or through web-based training sessions.

Task 7 Deployment "Go Live"

The “GO Live” decision is based upon the final Deployment Readiness Report.

zLink’s Engineering and Deployment senior staff will review, tests and verify that:

- All system components are fully operational, including Back-up and Restore Procedures, and that ESC’s IT Technical Services are ready to assume operational responsibility for the system.
- Knowledge Transfer for Production Deployment and Integration to operations staff is completed and ESC staff / users can perform the following steps:
 - a. Understand the deployment architecture and related User Guides and Operations documents provided
 - b. Demonstrate access and use of the installed system management functions
 - c. Walkthrough of implemented system configuration
 - d. Complete and submit final Project Status report

At the end of these steps, zLink’s Program and Implementation Managers will review with ESC’s Program Executive Work Deliverables Status and conduct a wrap-up session to finalize Completion Report and next steps to GO LIVE.

Task 8 Final Acceptance

Final Acceptance is based on the ESC certification of stable system for 30 days after the Go Live date.

The full license, maintenance and support fee is based on the Go Live date.

However, the entire zLink development team will be available to resolve any operational issues during the Final Acceptance Period.

On-Going Technical Support

zLink provides technical support on an on-going basis per the contract. One of the key features of this service is **problem analysis and resolution in which** zLink support engineers provide corrective support to resolve identifiable and reproducible software product problems, and to help the client identify problems that are difficult to reproduce. zLink support engineers also provide advisory support for user installation. In addition, zLink support provides information on the latest product features and known problems and solutions.

25. Provide your safety record, safety rating, EMR and worker’s compensation rate where available

zLink has never had any worker’s compensation claims.

26. Describe the capacity of your company to report monthly sales through this agreement to Equalis Group.

All sales related to this contract will be tagged in our accounting system by client. Any report required by the Equalis Group can be provided based on the available data.

27. Describe the capacity of your company to provide management reports, i.e. consolidated billing by location, time and attendance reports, etc. for each eligible agency.

zLink has a comprehensive list of standard reports as part of every functional modules and has the option to create custom reports. Billing reports can easily be run by location, department, cost center, as well as time and attendance reports. zLink software modules incorporate an Active Reports Framework that enables users to quickly define the data and report formats they need. It supports export of data to XLSX, PDF, RFT, DWG, TXT etc. Any type of files can be kept in the system as attachments and can be accessed and viewed by the user using the system's web based I/O GUI functions. All users can use Active Reports Framework to define the reports they need for Performance Tracking and Business Analytics, and general add-hock reporting.

QUALIFICATIONS AND EXPERIENCE:

28. Please provide contact information and resumes for the person(s) who will be responsible for the following areas.

Executive Contact

Contact Person: Anupam Sachdev

Title: CEO

Company: zLink, Inc.

Address: 141 Parker Street, Suite 311

City: Maynard State: MA Zip: 01754

Phone: 978-309-3628 ext. 11 Fax: 978-309-3629

Email: asachdev@zlinkcorp.com

Account Manager / Sales Lead

Contact Person: Sukrit Joshi

Title: IT Manager

Company: zLink, Inc.

Address: 141 Parker Street, Suite 311

City: Maynard State: MA Zip: 01754

Phone: 978-309-3628 ext. 15 Fax: 978-309-3629

Email: sjoshi@zlinkcorp.com

Contract Management (if different than the Sales Lead)

Contact Person: Jessica Nelson
Title: Contract Specialist
Company: zLink, Inc.
Address: 141 Parker Street, Suite 311
City: Maynard State: MA Zip: 01754
Phone: 978-309-3628 ext. 10 Fax: 978-309-3629
Email: jnelson@zlinkcorp.com

Billing & Reporting/Accounts Payable

Contact Person: Jessica Nelson
Title: Contract Specialist
Company: zLink, Inc.
Address: 141 Parker Street, Suite 311
City: Maynard State: MA Zip: 01754
Phone: 978-309-3628 ext. 10 Fax: 978-309-3629
Email: jnelson@zlinkcorp.com

Marketing

Contact Person: Jessica Nelson
Title: Contract Specialist
Company: zLink, Inc.
Address: 141 Parker Street, Suite 311
City: Maynard State: MA Zip: 01754
Phone: 978-309-3628 ext. 10 Fax: 978-309-3629
Email: jnelson@zlinkcorp.com

Key Staff Resumes:

Anupam Sachdev

Education

Master of Science, Electrical Engineering, University of Kansas

MBA, Drexel University, Philadelphia, PA

Undergraduate in Electrical Engineering, Birla Institute of Technology, Pilani, India

CEO, & Founder of zLink, Inc.

Mr. Sachdev's technology-forward thinking has been instrumental in developing state-of-the-art software, improving cost-efficiency and benefitting clients through effective facility management. For the past 25 years Anupam has focused on developing leading edge technology solutions for Facilities Management that integrate CAD, database, mobile and real-time technologies in an integrated platform to enable corporate-wide collaboration.

Qualification and Experience

Anupam Sachdev is the founder and CEO of zLink, Inc. Prior to that he was co-founding and CEO of Indus Systems, Mr. Sachdev worked in a number of consulting and computer manufacturing companies for more than twenty-five years.

He was a Senior Manager at Unisys Corporation managing complex software integration projects. He was also the engineering development manager at Unisys responsible for the design and development of operating systems software. Prior to his positions at Unisys, he worked as a Product Manager at Data Resources Inc., where he consulted with Fortune 500 companies in the development of corporate plans and business strategies. Mr. Sachdev also did extensive information systems consulting work for large organizations as a consultant with the international management consulting company Booz Allen and Hamilton and Unisys.

- ✓ **New York City School Construction Authority, New York, NY:** Defined the architecture and concept for the Building Condition Assessment Software (BCAS). The BCAS Web App allows all stakeholders access to a common information base to facilitate policy alternatives and Capital Budget analysis. The mobile app provides a state-of-the-art capability to collect inspection and deficiency data. The entire data for the 1600 schools is being hosted in Microsoft Azure cloud environment to provide a secure and flexible infrastructure.
- ✓ **Siemens Building Technologies Division, Chicago, IL:** executive responsible for defining the smart technologies strategy for developing a fire, life, and safety systems inspections for 10,000 US based Siemens clients. The system is being presently implemented by Indus Systems.
- ✓ **US Securities and Exchange Commission, Washington, DC:** led the development and implementation of an integrated workplace management system (IWMS) based on mobile technologies platform. The system provides a corporate-wide facility for HQ and all Regional Offices nation-wide for lease and asset portfolio management, lease administration, project management, and facilities operation management.
- ✓ **Boston Public Schools, Boston, MA:** in partnership with Parsons Brinckerhoff, led the development of a mobile, tablet-based software for inspecting all 133 schools, and a web-

based application for integrating condition assessment information to develop the Ten Year Educational and Facility Master Plan.

- ✓ **Division of Capital Asset Management, Boston, MA:** led the development of software to collect and manage the condition assessment data for all 70 million sq. ft. of facility space owned by the Commonwealth of Massachusetts to facilitate the development of ten-year Capital Asset Plans.

Baiju Karalil Udayabhanu

Education

B. Tech in Computer Engineering, College of Engineering,
Chengannur, Cochin University of Science & Technology, Kerala, India

Vice President of Software Development

Qualification and Experience

Mr. Baiju Udayabhanu is experienced in managing large software projects through the entire product lifecycle. This includes gathering and prioritizing product and customer requirements and defining the solution architecture. In addition, as the senior software executive he ensures that the product supports the company's overall strategy and goals.

Over the past two years he has led the development of major inspection system solutions for the New York City School Construction Authority (NYCSCA) and Siemens USA. Each of these efforts has involved the use of leading-edge technologies that include mobile platforms, to enable user friendly inputs and cost-effective implementations.

He also leads the development of Enterprise Applications for Integrated Workplace Management System (IWMS), Computer Aided Facility Management (CAFM) Verticals, Datacenter Infrastructure management applications, Work order management applications, and Apple iPad and Android tablet-based applications catering to the IWMS/CAFM/CMMS Segment.

Building Condition Assessment Survey (BCAS)

Mr. Udayabhanu led the requirements definition and solution architecture of Building Condition Assessment System used to conduct condition assessment surveys. It comprises of two major components – mobile app for collecting deficiency data on an Apple iPad and a Web App for data analysis to support Capital Planning and Maintenance Budgets. Key technical features of the application are:

- The app uses rich features like photo and roof plan markup with the help of open design libraries where the inspector can take a photograph of the building and do a markup or can do the markup on the roof plan to show the location of the deficiency.
- Data validation checks have been implemented to warn the inspector on potential data collection errors.
- Color coded status map for easy identification of completed, in progress, and unattended items.
- The application also supports offline data storage and uses RESTful API for the data synchronization. This provides for necessary 'handshaking' between the iPad and the Web to ensure that all data has been uploaded to the web database.

- The application allows generation of bulk reports with a single click. All the reports are generated at the web server and sent to the client as a compressed zip file.

Project Experience

- ✓ **zLinkFM™**, an Enterprise Application for Integrated Workplace Management Systems (IWMS). It is a set of software tools and services, based on emerging Web technologies, which enables organizations to manage their facilities and related information right from the desktop.
- ✓ **Tech Advance + V5 (TAP5)**, an enterprise application built to support over 1,000 Siemens field inspectors for Fire Alarm System inspection and reporting. The solution allows Siemens to inspect and troubleshoot a variety of Fire Alarm panels. The application consists of three parts:
 - Tap Bridge, an application which is used for information/command/data exchange between the Fire alarm panel and the mobile/web application.
 - An Android app for doing the inspection and controlling the panel. The android app is used by the inspectors who walk around the building to test various fire alarm components.
 - A web application for managing, analyzing the inspection data and for generating reports.
- ✓ **zDataCenter™**, a web-based application designed to facilitate integrated processes for information technology infrastructure and facilities management of datacenters in an easy to use, drawings-centered, web browser environment.
- ✓ **Maestro**, a Component developed for working with AutoCAD Drawings on the desktop and mobile devices. Maestro is a very powerful, feature rich CAD tool, which allows users to open AutoCAD (DWG) drawings on any browser and work with them. It has the ability to link various objects in the AutoCAD drawings to the database. This is one of the most powerful features of zLinkFM™ which is achieved using this component.

Sukrit Joshi

Education

Bachelor of Science, Computer Science and Engineering.

IT Manager, Programmer

Qualification and Experience

Mr. Joshi has 20 years of experience as a systems support engineer. He has supported web-based zLinkFM™ implementation on the Internet and Intranet at over 40 Corporate and Government facilities. Experienced in developing system requirements, specifications, and infrastructure for applications and logical and physical design of the database. Design and development of web pages using ASP, VB Script, Java Script. Implementation of third-party ASP components for file uploading from browser, e-mail and for enhanced files and folder security. Developed ActiveX controls for embedding AutoCAD drawings and viewing using browser plug-in. Experienced web application developer using Coldfusion, HTML, JavaScript, Active Server Pages (ASP) and Java Server Pages (JSP). Leadership abilities with strong coordination and

communication skills. Project Leadership experience involving a team of subcontractors and technicians.

- ✓ **New York City School Construction Authority, New York, NY:** Conducted requirements analysis, managed the design, development and implementation of Building Condition Assessment Software (zCAS™). zCAS™ app allows inspectors to conduct a conditions assessment and to collect deficiency data. The app uploads data to zCAS™ Web App as it is being collected. This allows the QA team in the office to review the data as it is being collected. He was involved in beta testing the BCAS iPad App in the field and training of over 40 inspectors.
- ✓ **Siemens, world-wide:** Managed the design and development of fire life safety inspection software that allows Siemens technicians to walk around a building and test the fire life safety devices.
- ✓ **Securities and Exchange Commission, Washington, DC:** Managed the implementation of zLink's Integrated Workplace Management System across the enterprise. Supported SEC OIT throughout their software implementation lifecycle to meet all required certification and accreditation. Helped them comply with stringent security and accessibility requirements.
- ✓ **Government Accountability Office (GAO), Washington, DC:** Implemented an IWMS and Scheduling system based on zLinkFM™ technology that allows 4000 employees across the country to schedule a room. An end user can use the system on a PC, through Kiosks or using a mobile device. The entire system was developed and rolled out on an accelerated schedule.

29. Provide a minimum of three (3) customer references for product and/or services of similar scope dating within the past 3 years. Please try to provide an equal number of references for K12, Higher Education and City/County entities. Provide the following information for each reference:

Entity Name
Contact Name and Title
City and State
Phone Number
Years Serviced
Description of Services
Annual Volume

Reference #1

New York City School Construction Authority (NYCSCA)

WSP

Nadine Chin-Santos, Project Manager

One Penn Plaza, New York, NY 10119

212-465-5061, nadine.chin-santos@wsp.com

Project dates: 2015 to Present

zLink worked with WSP to implement an Integrated Building Conditions Assessment System (BCAS) fundamentally improving the efficiency of their ability to conduct assessments, collect the

resulting data and documents, and facilitate the Capital and Operating Budget development for 1,600 schools (over 2500 buildings with 130 million sq. ft. area) in the New York City area. The analysis included a specific set of major building systems, sub-systems and components for related assets. The BCAS better serves the planning and maintenance requirements for the schools throughout the year to support an approximately \$ 4.0 billion budget.

The major goals for this effort included:

- Establishing accuracy of condition assessment information collection
- Tracking and maintaining assessment information data & documents related to major school assets
- Improved efficiency of several on-going inspection processes
- Improve information exchange among various stakeholders
- Implement a solution based on new cost-effective technologies
- Expand information access to include school-wide offices; and
- Provide rapid access to Capital Budget options, scenarios, and reports.

This was implemented in phases. The initial effort focused on a cost-effective condition assessment data collection solution based on emerging mobile technologies. This was based upon a review and update of existing inspection and data collection requirements. It also provided a basis for a review with NYCSCA to gain client feedback and acceptance of new technologies.

A follow-on effort implemented enhanced assessment processes based on existing building drawings and documentation, and industry standards that provided a consistent framework for aggregating deficiency costs and defining capital projects that are the basis for competitive industry procurements.

zLink's Approach

zLink's approach to building a BCAS is incorporating these requirements in a platform that can support the Condition Assessment data & document collection, integration with the Deficiency Cost Program (DCP), and inputs to the Capital Planning and projects development. It also allows the various NYCSCA functions to share a common information base related to the portfolio of schools. A major benefit of this approach is that various information bases are cumulative and marginal new efforts yield big payoffs in supporting new business requirements resulting in a leveraged ROI.

The BCAS development is focused on the following key areas:

1. Condition Assessment Data Collection
2. Management and QA of inspection data
3. Integration with DCP
4. SCA Deliverables; and
5. Inspection Scheduling.

Cost Management Module

BCAS Cost Management Module was developed to handle cost of addressing deficiencies. WSP created accounts for multiple cost consultants to directly access the system. The consultants review the unit costs and update them for the current year. They are able to apply cost factors based on location. The system has the ability to archive cost data. This allows the cost consultant to compare and identify changes from previous years.

Project Planning & Prioritization

After the assessment task is over the BCAS application allows WSP to create and prioritize remediation projects. A project can be created based on a combination of priority, system, school or any other criteria. These projects allow the user to see an aggregate cost as deficiencies are added to the project by displaying a dynamic total dollar value of the project. The integration with the Projects and Work Order modules provides the potential to then take a remediation project and see it through execution.

The system provides an integrated, easy-to-use user interface to all of these functions. The functional capability is distributed in a web-based application and hand-held mobile devices to facilitate the inspection processes.

Reference #2

Oregon Department of Transportation (ODOT)

Randy C. Gengler, Facilities Services Manager
355 Capital Street NE, Salem, OR 97301-3871
503-986-5800, randy.c.gengler@odot.state.or.us
Project dates: 2018 to Present

zLink used a Microsoft Azure Cloud-based solution to implement the ODOT Facilities Maintenance Management System (FMMS). This implementation replaced ODOT's IBM Tririga based legacy system. zLink's FMMS integrates ODOT's asset management, preventive and on-demand maintenance work orders, capital and maintenance projects development and implementation, capital planning and lease tracking information. In addition, the solution encompasses facilities space management, environmental management, and energy management. The system covers the Agency's 1,100 buildings on 376 properties.

zLinkFM™ Capital Planning imports data from zLink's ODOTzCas app for planned maintenance projects over the next 10 years and track all planned capital projects over the next 50 years, by priority, to show the funding required per year. When projects are completed, data is exported to ODOTzCas to close out projects. This provides:

- Project forecasting for replacements/major renovations
- Ability to update project costs using Consumer Price Index (CPI)
- Interfacing between projects and forecasted list
- Interfacing with ODOTzCas for planned projects and completion of projects
- Allows development and comparison of various planning scenarios.

In addition, zLinkFM™ Asset Management modules streamline ODOT tracking:

- Assets by location
- Warranty information by asset
- Maintenance schedule by asset
- Replacement schedule by asset and asset life cycle
- Equipment/building cost information
- Equipment usage information
- Updates equipment parts lists from work orders

The maintenance module allows customers to request services through an external mobile app and provides an ability to track those requests through completion. This allows ODOT to streamline operations through a centralized service desk to edit requests and assign service requests to work groups or technicians, accessible on mobile devices, and simultaneously schedule preventative maintenance.

Reference # 3

Consumer Finance Protection Bureau (CFPB)

Trina Brown, Space Management Specialist
1700 G Street NW, Washington, DC 20552
202-435-7527, Trina.Brown@cfpb.gov
Project dates: 2016 to Present

Implemented the CAFM software platform for the Consumer Financial Protection Bureau (CFPB). The CAFM provides functional integration across various business processes based on a common facility information database. CFPB is focused on optimizing the utilization of facility space and major resources to meet the demands of an expanding workforce. Major areas include:

- Visibility of space utilization based on floor plans
- Enterprise wide capability to submit and track work requests
- Facilitate move management based on space inventory and employee requirements
- Provide a comprehensive asset management ability based on location and condition
- Optimize space utilization using hoteling and scheduling capabilities; and
- Enable a portfolio perspective on all property owned and leased by CFPB
- Modules implemented: As-Builts, Asset Management, Employee Management, Maintenance PM, Projects Management, Real Property, Space, Sustainability/Energy, Work Order, Web Services, System Administration, User Preferences & Reporting
- Recent Module Implementation: Scheduling

Reference #4

New York Housing Authority (NYCHA)

Claudette Morris, Director, Analysis & Reporting Dept.
24-02 49th Avenue, Long Island City, NY 11101
718-730-8119, claudette.morris@nycha.nyc.gov
Project dates: 2018 to Present

The New York City Housing Authority (NYCHA), the largest public housing authority in North America, was created in 1935 to provide decent, affordable housing for low and moderate-income New Yorkers. Public housing serves 174,282 families and 396,581 authorized residents, including 3,930 Section 8 households residing in former State and City-funded developments. There are 176,066 public housing apartments (over 130 million sq. ft.) in 326 developments throughout the five boroughs. NYCHA public housing represents 8.1 percent of the City's rental apartments and houses 4.6 percent of the City's population.

zLink implemented zLinkFM™ - a state-of-the-art cloud-based platform, to replace NYCHA's legacy system to manage and maintain design documents to support Facilities and Asset Management. The zLinkFM™ platform supports NYCHA Capital Projects Department's evolving operational processes, as well as the needs of other NYCHA users and stakeholders, to access and maintain the building data, design documents and BIM models, and other drawings and documents for all NYCHA's 2,462 buildings.

zLink's Design Drawings and Archival Management System (DDMAS) provides NYCHA:

- Ability to manage Design Documents based on emerging BIM technologies.
- Integrate NYCHA Asset Management information and related Design Documents in a common environment.
- "Anytime Anywhere" ability to use, access, retrieve and view CAD and BIM models using handheld mobile platforms – Tablets and Smart Phones.
- Manage access, updates and dissemination of large volume of drawings and data required to sustain the NYCHA's and CPD's mission.
- Life cycle "creation and tracking buildings maintenance" requirements, projected plans and documents across all Housing Developments projects.
- Improve information exchange and collaboration among various stakeholders to increase effectiveness of staff that manage, maintain and service 176,066 public housing apartments in 2,462 buildings.
- Improve accuracy of Facility Design Documentation and Asset information stored in the repository.
- Reduce the time and costs to report, track, and manage a large volume of system wide information that is expected to grow at a rapid pace; and
- Empower employees with agile, innovative technology platform to accomplish their mission

30. List all cooperative and/or government group purchasing organizations of which your company is currently a member below.

Cooperative/GPO Name	Contract Number	Expiration Date
General Services Administration (GSA)	47QTCA19D00EK	June 27, 2024

31. Describe your company's implementation and success with existing cooperative purchasing programs, if any, and provide the cooperative's name(s), contact person(s) and contact information as reference(s).

GSA
 Ms. Jessica L. Ocampo
 816-823-2674
jessica.ocampo@gsa.gov

32. Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Respondent to perform the covered services including, but not limited to licenses, registrations or certifications. M/WBE, HUB, DVBE, small and disadvantaged business certifications and other diverse business certifications, as well as manufacturer certifications for sales and service must be included if applicable.

Registered as a Corporation in the Commonwealth of Massachusetts.

33. Provide information regarding whether your firm, either presently or in the past, has been involved in any litigation, bankruptcy, or reorganization.

There are no pending litigations (past or present); zLink has never filed for bankruptcy and never had any insolvency proceedings. There are no parent relationships. There are no planned mergers or acquisitions.

34. Felony Conviction Notice – Please check applicable box:

- ☐ A publicly held corporation; therefore, this reporting requirement is not applicable
- ☒ Is not owned or operated by anyone who has been convicted of a felony.
- ☐ Is owned or operated by the following individual(s) who has/have been convicted of a felony.

*If the 3rd box is checked a detailed explanation of the names and convictions must be attached.

VALUE ADD:

35. Detail how your organization plans to market this contract within the first 90 days of the award date. This may include but is not limited to:
- a. A co-branded press release within first 30 days
 - b. Announcement of award through any applicable social media sites
 - c. Direct mail campaigns
 - d. Co-branded collateral pieces
 - e. Advertisement of contract in regional or national publications
 - f. Participation in trade shows
 - g. Dedicated Equalis Group and Region 10 ESC internet web-based homepage with:
 - i. Equalis Group and Region 10 ESC Logo
 - ii. Link to Equalis Group and Region 10 ESC website

- iii. Summary of contract and services offered
- iv. Due Diligence Documents including; copy of solicitation, copy of contract and any amendments, marketing materials
- h. Announcement within your firm, including training of the agreement with your national sales force
- i. Marketing the agreement to new and existing government customers

zLink would release a press release within 30 days of receiving a contract via email and post the press release on our website.

36. Acknowledge that your organization agrees to provide its company logo(s) to Region 10 ESC and agrees to provide permission for reproduction of such logo in marketing communications and promotions.

Yes, zLink will provide our logo as requested.

37. Provide the agency spend that your organization anticipates each year for the first three (3) years of this agreement.

\$ 5% escalation of Base Year in year one

\$5% escalation of Year One in year two

\$5% escalation of Year Two in year three

The base year has a one-time implementation fee to set up the system, this is based on the requirement. The rates are based on labor categories depending on the requirement – field survey engineers if a survey is needed, Systems Engineer for requirements development, Information Systems Engineer for functional development, Database Architect for data migration, etc.

The licensing for the cloud/SaaS version is an annual fee. This is based on the number of users and the software components/modules that are identified in the requirements.

The software maintenance fee is an annual fee.

Appendix B Excel spreadsheet lists the “not to exceed” Implementation cost, post implementation support, and tiered licensing pricing for blocks of Users (up to 100 Users, 100 – 500 Users, and over 500 Users).

38. Please provide any suggested improvements and alternatives for doing business with your company that will make this arrangement more cost effective for your company and Participating Public Agencies.

The volume of revenue accruing from all Public Agencies will benefit all participants because we are proposing a sliding scale for pricing that reduces unit cost for all participants based on the Total Revenue accruing from this contract.

APPENDIX B: PRICING

See Appendix B Pricing Spread sheet

APPENDIX C: CERTIFICATIONS:

SAM Search Results			
List of records matching your search for :			
Record Status: Active			
CAGE Code: 81AR7			
ENTITY	zLink Inc.		Status: Active
DUNS: 081020692	+4:	CAGE Code: 81AR7	DoDAAC:
Expiration Date: 04/28/2021	Has Active Exclusion?: No	Debt Subject to Offset?: No	
Address: 141 Parker Street Ste 311			
City: Maynard		State/Province: MASSACHUSETTS	
ZIP Code: 01754-2180		Country: UNITED STATES	

APPENDIX D: VALUE ADDED

The value proposition of the system is the ease of user access based on the familiar browser interface and an information perspective based on an intuitive relationship to asset location.

zLinkFM™ Screenshots

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As-Builts

As-Builts with Comment and Markup

zLinkFM™ V10.0.1 Jhones, Sara AHS

Settings / As Builts / Drawings

Administration As Builts Drawings Projects Space Scheduling Documents Employees Telecom Assets Furniture Work Order Executive Summary CAI Conditions Electrical Sustainability Capital Planning Real Property

Building Drawings Floor Drawings View Drawing

Comment Markup

01 Memphis / 01 Headquarters / Floor 01

Need to be Furnished

zLinkFM™ V10.0.2 James Michael VA Puget Sound Health Care System

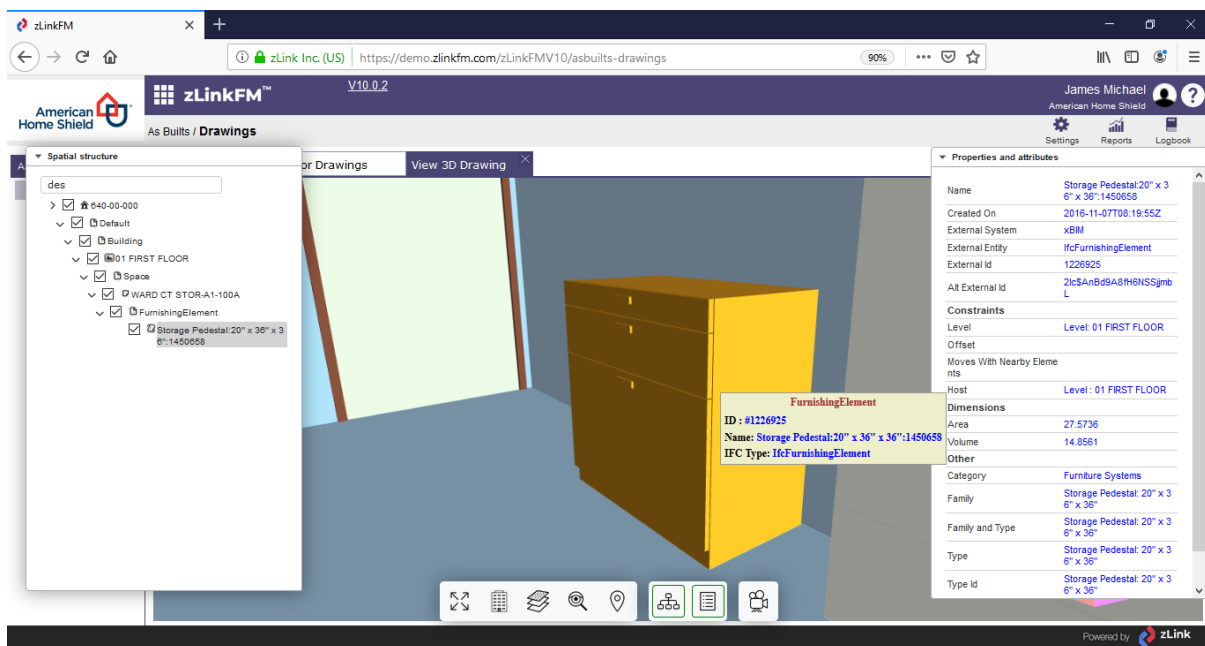
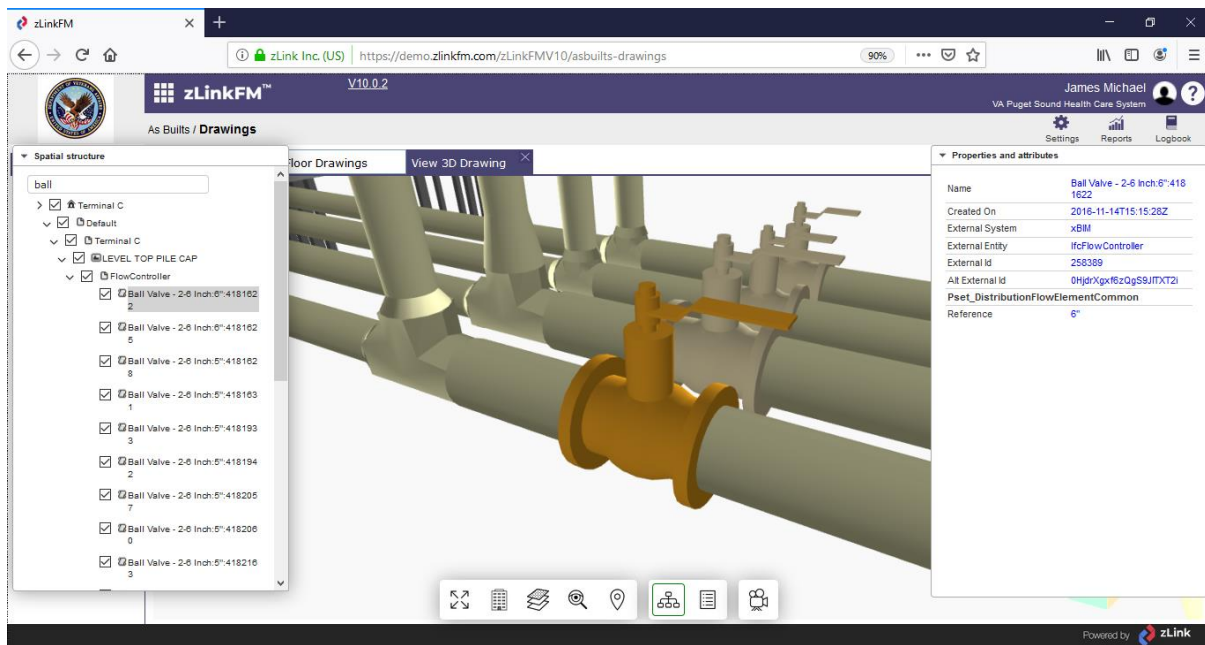
Settings Reports Logbook

As Builts / Drawings

Building Drawings Floor Drawings

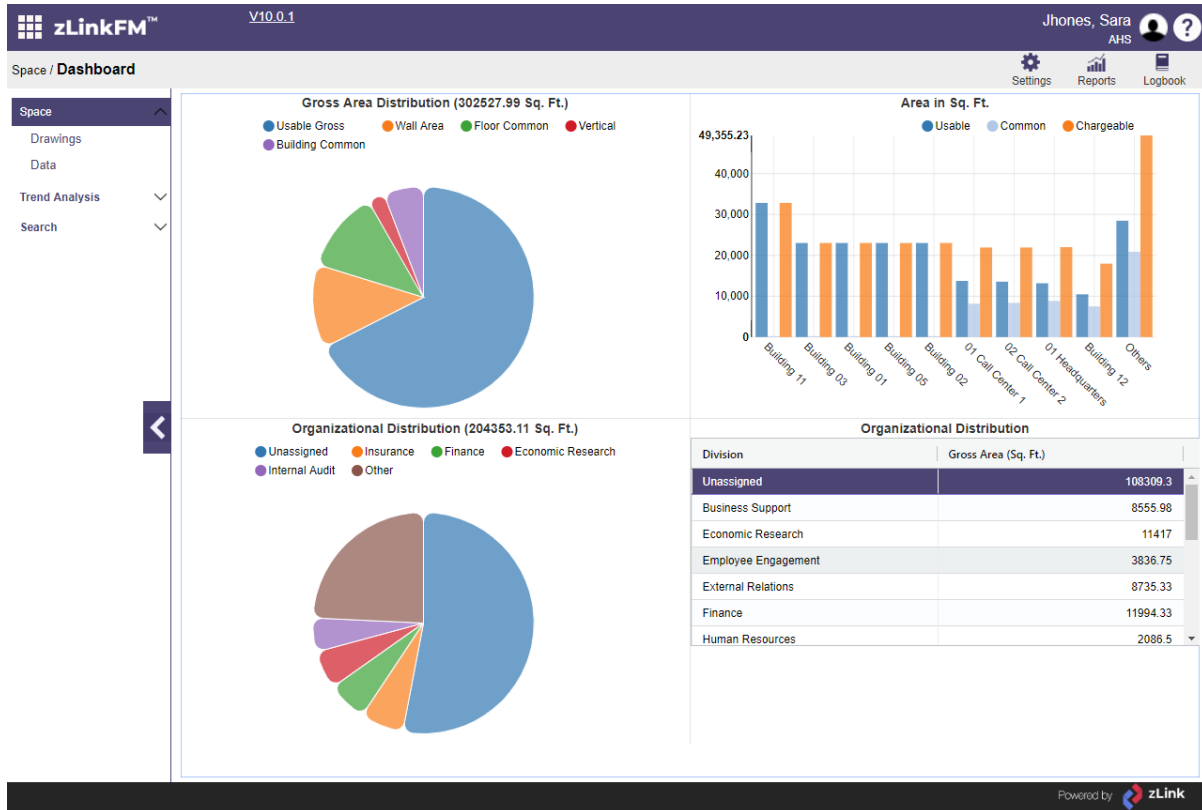
Site	Building	Floor	Category	DWG File	Type	Description	DWG File Size (KB)
01 Washington	01-American Lake C...	01	Architectural	DC-HQ-01AR.dwg	2D Drawing	First Floor Architectu...	
01 Washington	01-American Lake C...	01	Architectural	Newyorkm.rvt	3D Revit Drawing	revit	
01 Washington	01-American Lake C...	01	Electrical	WB-01-01EL.dwg	2D Drawing	First Floor Electrical ...	
01 Washington	01-American Lake C...	01	Fire Protection	WB-01-01FP.dwg	2D Drawing	First Floor Fire Prote...	
01 Washington	01-American Lake C...	01	Mechanical	WB-01-01ME.dwg	2D Drawing	First Floor Mechanic...	
01 Washington	01-American Lake C...	01	Medical Gas	WB-01-01MG.dwg	2D Drawing	First Floor Medical G...	
01 Washington	01-American Lake C...	01	Plumbing	WB-01-01PL.dwg	2D Drawing	First Floor Plumbing ...	
01 Washington	01-American Lake C...	02	Architectural	WB-01-02.dwg	2D Drawing	Second Floor Archite...	
01 Washington	01-American Lake C...	02	Architectural	Newyorkm.rvt	3D Revit Drawing	revit	
01 Washington	01-American Lake C...	02	Electrical	WB-01-02EL.dwg	2D Drawing	Second Floor Electri...	
01 Washington	01-American Lake C...	02	Fire Protection	WB-01-02FP.dwg	2D Drawing	Second Floor Fire Pr...	
01 Washington	01-American Lake C...	02	Mechanical	WB-01-02ME.dwg	2D Drawing	Second Floor Mecha...	
01 Washington	01-American Lake C...	02	Medical Gas	WB-01-02MG.dwg	2D Drawing	Second Floor Medic...	
01 Washington	01-American Lake C...	02	Plumbing	WB-01-02PL.dwg	2D Drawing	Second Floor Plumb...	

Powered by zLink

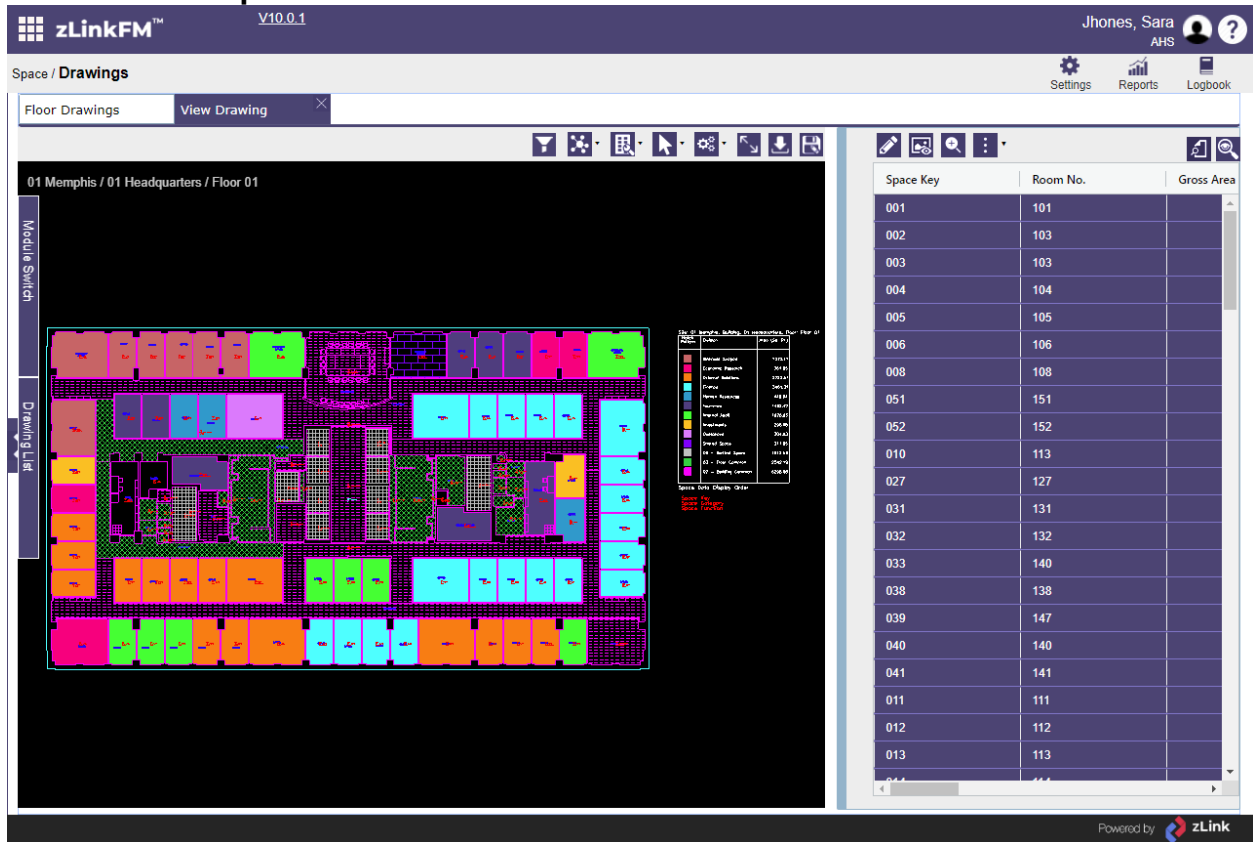


Space

Dashboard



Distribution Map



Totalize

V10.0.1

Jhones, Sara
AHS

Space / Drawings

Floor Drawings

View Drawing

01 Memphis / 01 Headquarters / Floor 01

Module Switch

Drawing List

zLinkFM

Space Details

No. of Spaces selected = 28

Gross Area = 5160.94 (Sq.Ft.)

OK Add Legend

Space Key	Room No.	Gross Area
011	111	
013	113	
012	112	
008	108	
010	113	
009	112	
007	107	
006	106	
004	104	
002	103	
003	103	
001	101	
005	105	
035	135	
031	131	
028	128	
027	127	
029	129	
030	130	
033	140	
032	132	
034	134	
036	136	

Powered by zLink

Space Data Tooltip

zLinkFM™

V10.0.1

Jhones, Sara
AHS


Space / Drawings

SettingsReportsLogbook

Floor DrawingsView Drawing

01 Memphis / 01 Headquarters / Floor 01

Module SwitchDrawing List



Space Key: 007

Room No.: 107

Space Category: 01 - Usable

Space Function: Directors Office

Gross Area: 310.01

Barcode:

Space Standard: Office Type 120 - Small Office

Seating Capacity: 2

Space Assignment Type: Assignable

Hoteling Seating Capacity: 0

Division: Internal Audit

Division (Short): IA

Attachments: 1

Space Key

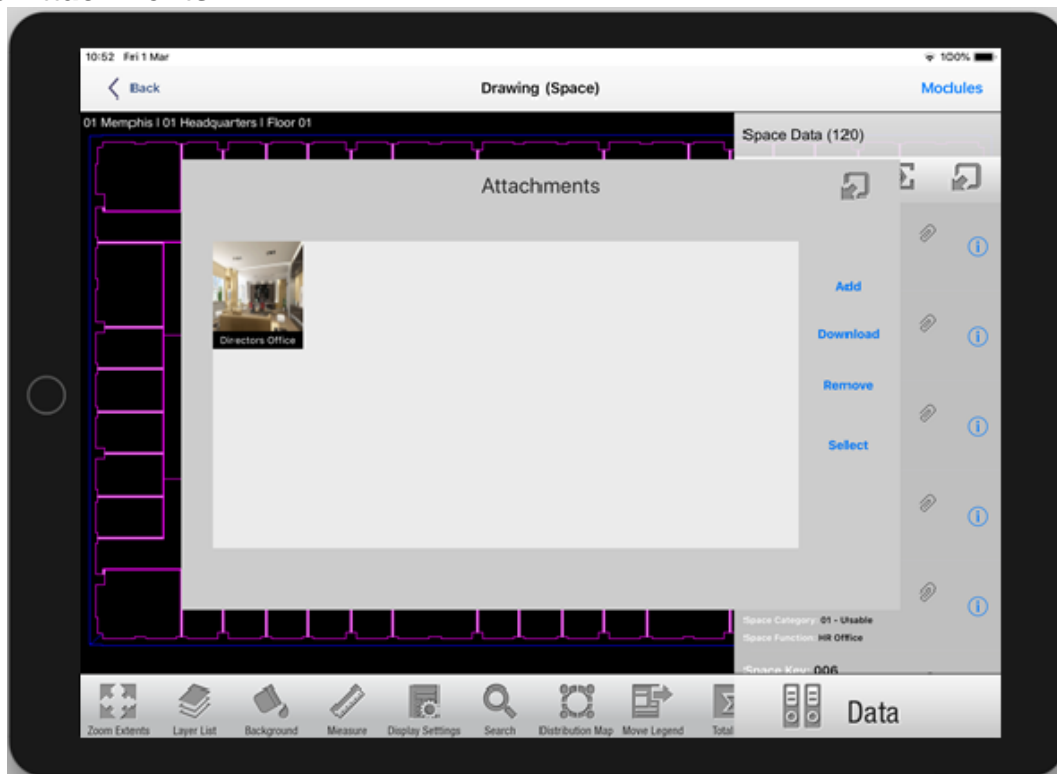
Room No.

Gross Area

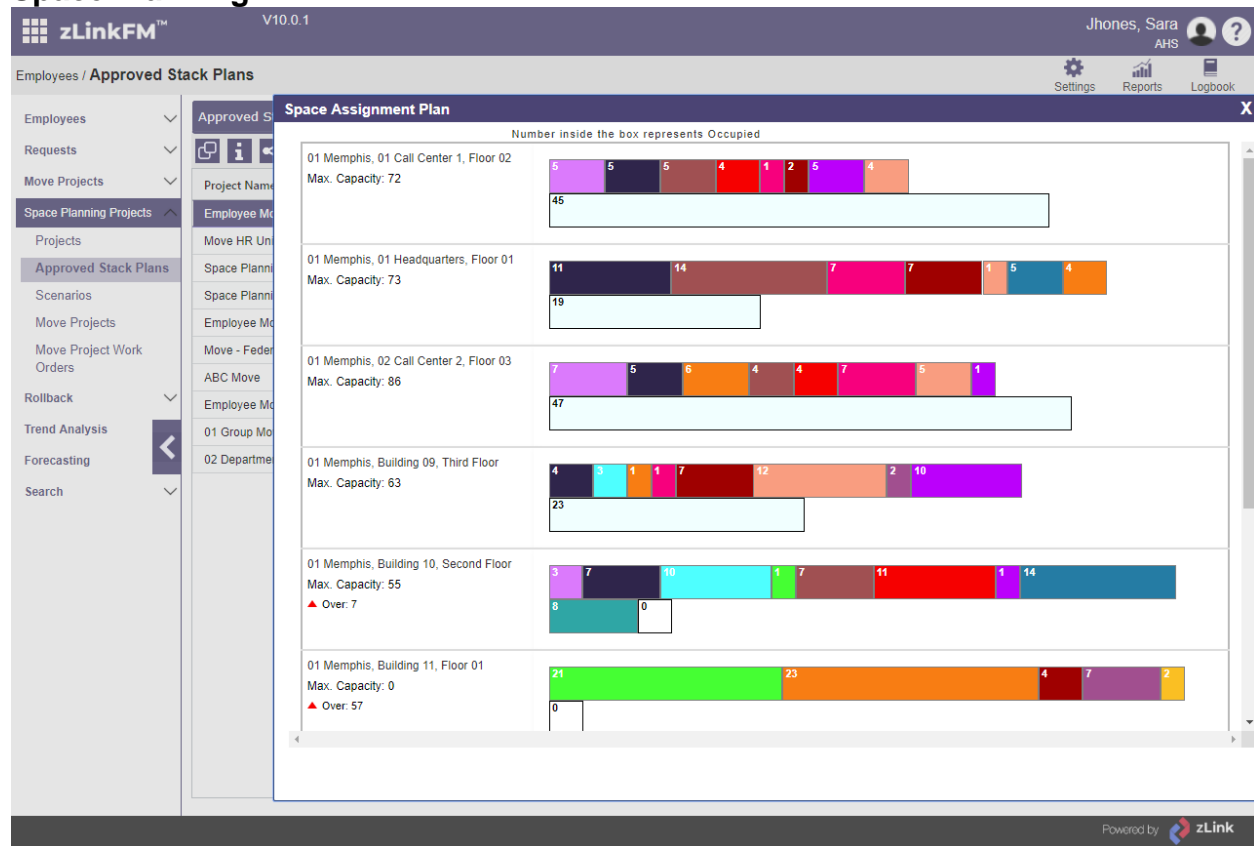
011	111	
013	113	
012	112	
008	108	
010	113	
009	112	
007	107	
006	106	
004	104	
002	103	
003	103	
001	101	
005	105	
035	135	
031	131	
028	128	
027	127	
029	129	
030	130	
033	140	
032	132	
034	134	
036	136	

Powered by zLink

Space Attachments

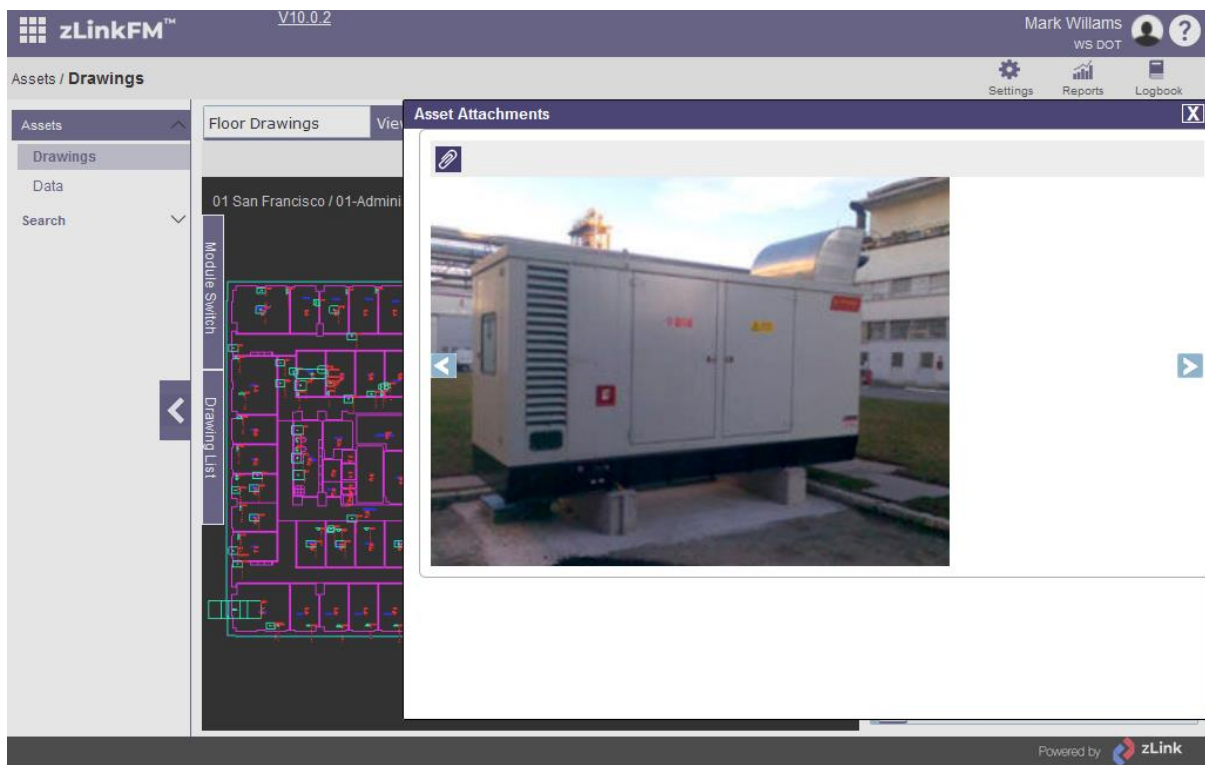
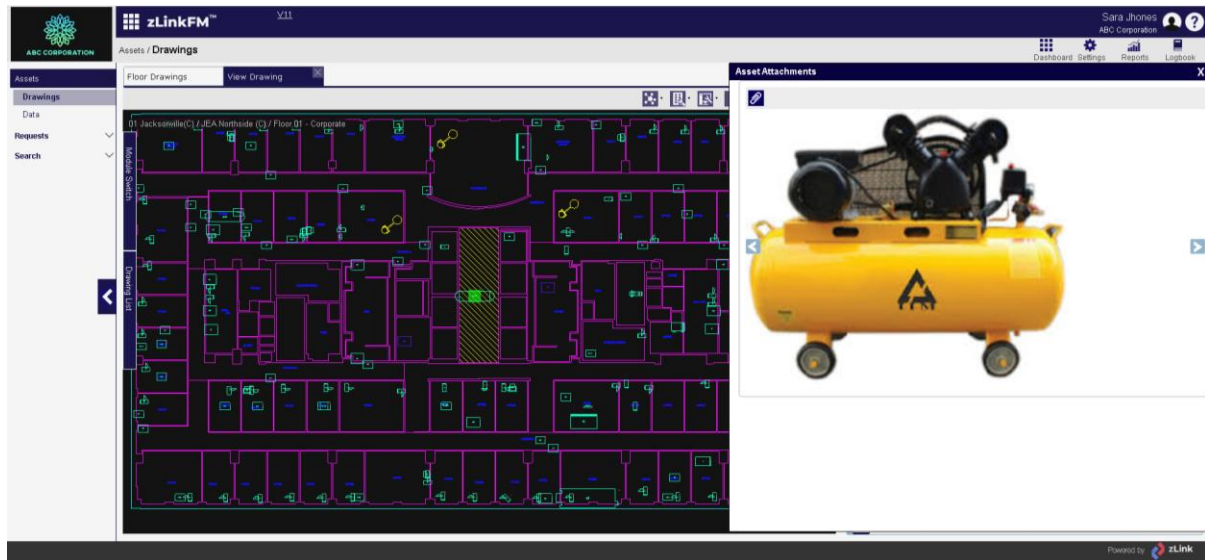


Space Planning



Assets

Representing Assets in Floor plans along with its pictures



Attaching Manuals and Technical documents for the Asset

The screenshot shows the zLinkFM software interface. On the left, there's a sidebar with 'Assets / Data' and a list of assets. The main area displays a 'Preview' of a technical document titled 'Routine Compressor Maintenance' for a ZABATT POWER SYSTEMS unit. The document includes sections for 'Establishing a regular and regular maintenance program', 'Routine Maintenance for Air Compressor', and 'Lubrication'. The interface also shows a user profile for Sara Jones and a 'Dashboard' button.

Maintenance History of the Asset

The screenshot shows the zLinkFM software interface. On the left, there's a sidebar with 'Assets Drawings' and a list of assets. The main area displays a 'Service Requests' and 'PM Work Orders' section. The 'Equipment Work History' table shows a list of work orders, including 'Emergency Generator (EG-2) making too much noise' and 'Request for repairing Emergency Generator (EG-2)'. The table includes columns for 'Date Completed', 'Number', 'PM', 'Description', 'Time Spent (Hrs.)', 'Time Spent to Complete (Hrs.)', 'Cost (\$)', and 'Team Members'. The interface also shows a user profile for Sara Jones and a 'Dashboard' button.

Date Completed	Number	PM	Description	Time Spent (Hrs.)	Time Spent to Complete (Hrs.)	Cost (\$)	Team Members
15 Jan 2019	WR38		Emergency Generator (EG-2) making too much noise	0.52	0.51	Part - 45.00 Technician - 250.00 Tools - 2.00 Other (Amount) - 0.00 Total Cost - 297.00	
15 Jan 2019	WR39		Request for repairing Emergency Generator (EG-2)	0.57	0.56	Part - 45.00 Technician - 250.00 Tools - 2.00 Other (Amount) - 0.00 Total Cost - 297.00	

Document Management

Document Explorer

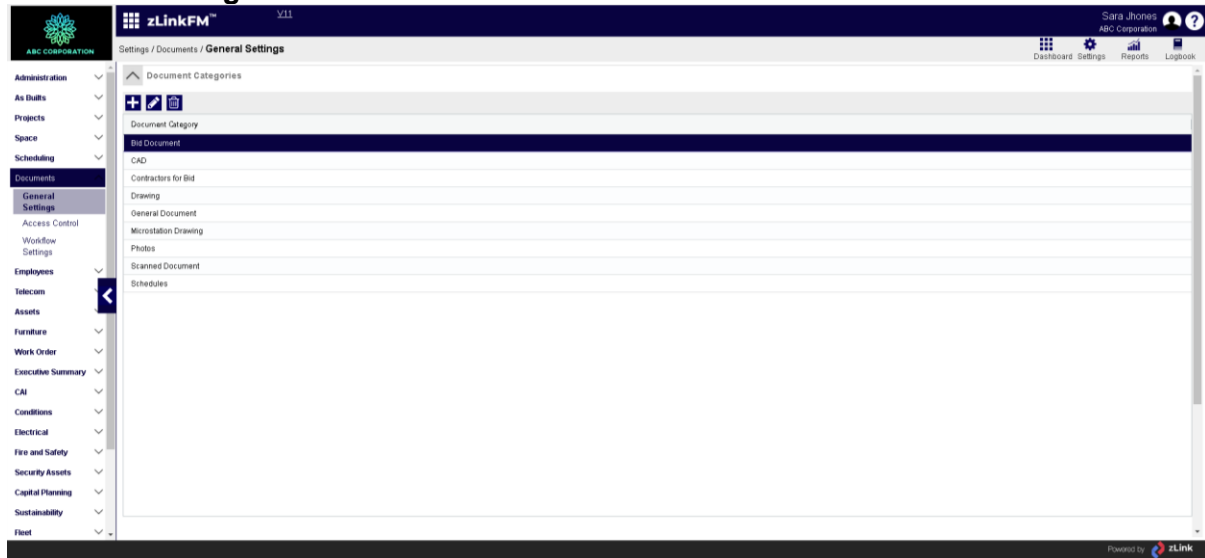
The screenshot shows the zLinkFM Document Explorer interface. The top navigation bar includes the zLinkFM logo, version V11, and user information for Sara Jones. The main content area displays a list of documents under the 'Administration Building Alterations' project. The list includes columns for Document Number, Site, Building, Floor, and Subject. A sidebar on the left shows a tree view of the project structure, including 'Drawing', 'General Document', and 'Renovation'. A right sidebar shows project details for 'Administration Building Alterations', including 'Ground Improvements', '2004', '1052', 'Construction Drawing', 'Active', 'Submittals', 'Drawing', 'DEMO-101-01P.dwg', '10 May 2018 4:36AM', '0', 'Fire Protection', '2166', 'Floor 01', and 'Middletown'.

Document Number	Site	Building	Floor	Subject
1052	Middletown	Building 4	Floor 01	Construction Drawing
1053	Middletown	Building 4	Floor 01	Construction Drawing
1054	Middletown	Building 4	Floor 01	Construction Drawing
1055	Middletown	Building 4	Floor 01	Construction Drawing
1056	Middletown	Building 4	Floor 01	Construction Drawing
1058	Middletown	Building 4	Floor 01	Construction Drawing
1059	Middletown	Building 4	Floor 01	Construction Drawing
1060	Middletown	Building 4	Floor 01	Construction Drawing
1061	Middletown	Building 4	Floor 01	Construction Drawing
1062	Middletown	Building 4	Floor 01	Construction Drawing
1063	Middletown	Building 4	Floor 01	Construction Drawing
1064	Middletown	Building 4	Floor 01	Construction Drawing
1065	Middletown	Building 4	Floor 01	Construction Drawing
1066	Middletown	Building 4	Floor 01	Construction Drawing
1067	Middletown	Building 4	Floor 01	Construction Drawing
1068	Middletown	Building 4	Floor 01	Construction Drawing
1069	Middletown	Building 4	Floor 01	Construction Drawing
1070	Middletown	Building 4	Floor 01	Construction Drawing
1071	Middletown	Building 4	Floor 01	Construction Drawing
1072	Middletown	Building 4	Floor 01	Construction Drawing
1073	Middletown	Building 4	Floor 01	Construction Drawing
1074	Middletown	Building 4	Floor 01	Construction Drawing
1075	Middletown	Building 4	Floor 01	Construction Drawing

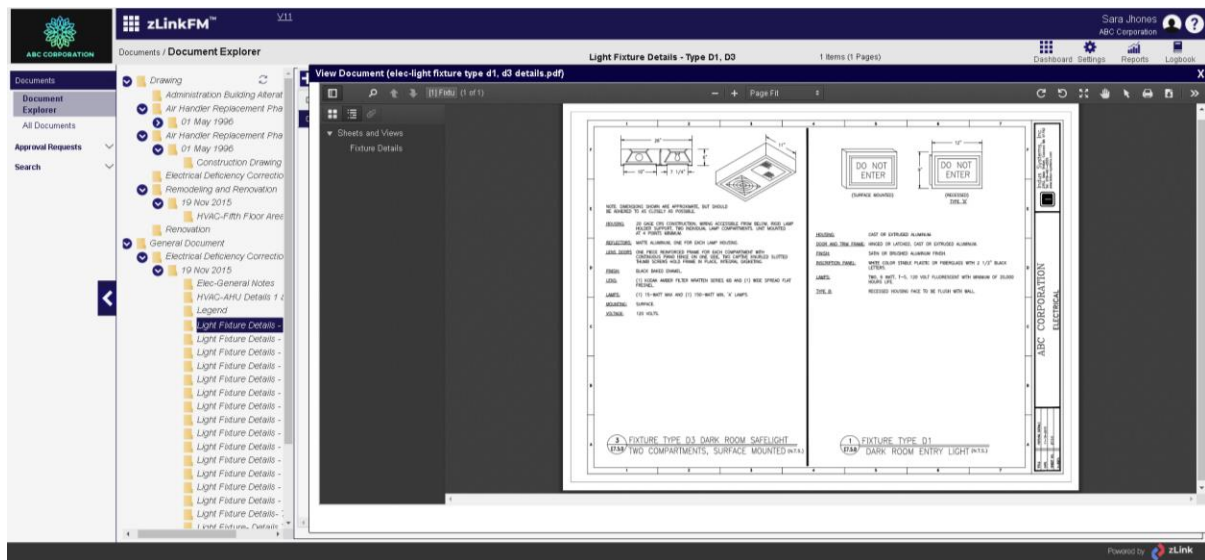
The screenshot shows the zLinkFM Document Explorer interface with a drawing preview. The top navigation bar includes the zLinkFM logo, version V11, and user information for James Michael. The main content area displays a preview of a drawing titled 'Architectural'. The drawing shows a floor plan with various annotations, including 'INSTALL NEW HORIZONTAL STYLE PAULSONS AND NEW B-10 CON. BLOCK MATCHING ENCLOSURE, SET R-100', 'NEW B-10 SHOE', 'NEW H-10 DOG FRAME & SR', and 'TENANT PATROL OFFICE N.I.C.'. A sidebar on the left shows a tree view of the project structure, including 'Drawing', 'Middletown', and 'Preview Zoom'. A right sidebar shows project details for 'Architectural', including 'Discipline', 'Document Types', 'Projects', 'Work Type', 'Year', 'Document Number', 'Subject', 'Document Date', 'Document Status', 'Document Category', 'File Name', 'Date of Upload', 'Revisions', and 'Building'.

Discipline	Document Types	Projects	Work Type	Year	Document Number	Subject	Document Date	Document Status	Document Category	File Name	Date of Upload	Revisions	Building
Architectural	Hazmat Tests				1051	Renovation of Auditorium and Classroom		Active	Drawing	DEMO-101-01AR.dwg	10 May 2018 4:36AM	0	2166

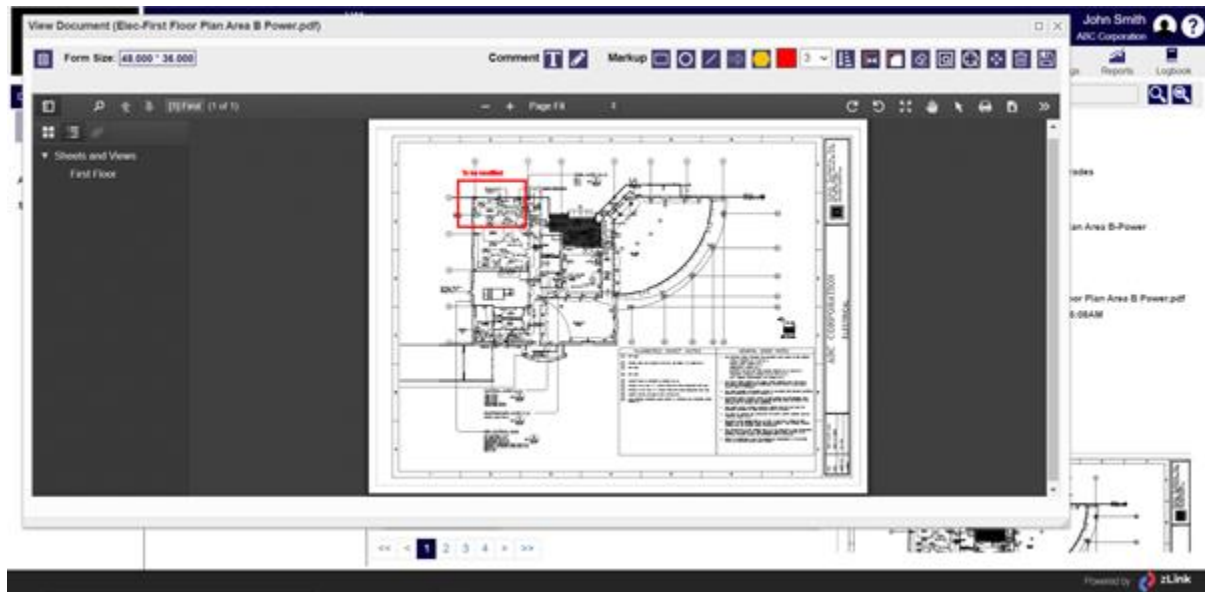
Document Categories



Document Preview



Markup in Document



Access Control of documents

zLinkFM Settings / Documents / Access Control

Documents Directly Accessible to a User

User: Daniel Mathew | Division Administrator

Save

	View	Edit	Document Number	Subject	Document Date	Document Types	Document Category	Document Status	File Name	File Size (KB)	Uploaded By	Upload Date
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0215	Space details		Specs	General Document	Active	Space details 210.xlsx	9	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0400	Organization Distrib...		Specs	General Document	Active	Gross Area Distrib...	1	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0401	Organizational Distri...		Specs	General Document	Active	Organizational Distri...	2	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0402	Component details		Specs	General Document	Active	Component Details...	33	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0500	Screen Shots		Specs	Photos	Active	Asset Entry.JPG	31	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0502	Screen Shots		Specs	Photos	Active	Asset information.JPG	43	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0503	Screen Shots		Specs	Photos	Active	create Request.JPG	41	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0504	Screen Shots		Specs	Photos	Active	My Requests.JPG	40	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0505	Screen Shots		Specs	Photos	Active	Asset information1.J...	38	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0506	Screen Shots		Specs	Photos	Active	Login Screen.JPG	39	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0507	Screen Shots		Specs	Photos	Active	Multiple Selection1.J...	42	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0508	Screen Shots		Specs	Photos	Active	Asset Entry.JPG	31	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0509	Screen Shots		Specs	Photos	Active	screen2.JPG	40	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0216	Space Details		Specs	General Document	Active	Space Details 01.docx	14	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0217	Space Details		Specs	General Document	Active	Space Details 02.docx	14	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0218	Space Details		Specs	General Document	Active	Space Details 03.docx	14	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0219	Space Details		Specs	General Document	Active	Space Details 04.docx	14	zLink Administrator	23/4/2021
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0220	Space Details		Specs	General Document	Active	Space Details 05.docx	14	zLink Administrator	23/4/2021

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Downloads of documents

zLinkFM™ V11

Documents / All Documents

Sara Jones
ABC Corporation

Dashboard Settings Reports Logbook

Documents

Document Explorer

All Documents

Approval Requests

Search

Document Category

Download

Document Number	Subject	Document Date	Document Status	Document Types	Document Category	File Name	File Size (KB)	Uploaded By	Uploaded On	Revisions	Building
0001	Abbreviations	19 Nov 2015	Active	Specs	General Document	Elec-Abbreviations.pdf	102	zLink Administrator	28 Jun 2017 4:29AM	0	01 - Mai
0002	Schedules- Distribut...		Check Out Requested	Specs	General Document	Elec-DB Schedules ...	161	zLink Administrator	28 Jun 2017 4:38AM	0	01 - Mai
0003	Schedules- Distribut...		Approved for Check ...	Specs	General Document	Elec-DB Schedules ...	273	zLink Administrator	28 Jun 2017 4:37AM	0	01 - Mai
0004	Schedules- Distribut...		Approved for Check ...	Specs	General Document	Elec-DB Schedules ...	291	zLink Administrator	28 Jun 2017 4:38AM	0	01 - Mai
0005	Schedules- Distribut...		Active	Cost Estimates	General Document	Elec-DB Schedules ...	263	zLink Administrator	28 Jun 2016 1:44PM	2	01 - Mai
0006	Standard - Electrical ...	19 Nov 2015	Approved for Check ...	Specs	General Document	Elec-Details 001.pdf	209	zLink Administrator	28 Jun 2017 4:53AM	0	01 - Mai
0007	Electrical Details ...	19 Nov 2015	Active	Cost Estimates	General Document	Elec-Details 002.pdf	321	zLink Administrator	28 Jun 2017 5:09AM	0	01 - Mai
0008	Standard Electrical ...		Active	Hazmat Tests	General Document	Elec-Details 003.pdf	244	zLink Administrator	28 Jun 2017 5:10AM	0	01 - Mai
0009	Standard Electrical ...		Active	Hazmat Tests	General Document	Elec-Details 004.pdf	211	zLink Administrator	28 Jun 2017 5:12AM	0	01 - Mai
0010	Standard Electrical ...		Active	Hazmat Tests	General Document	Elec-Details 005.pdf	231	zLink Administrator	28 Jun 2017 5:14AM	0	01 - Mai
0011	Support Details		Active	Hazmat Tests	General Document	Elec-Details 006.pdf	314	zLink Administrator	28 Jun 2017 5:16AM	0	01 - Mai
0012	Support Details		Active	Hazmat Tests	General Document	Elec-Details 007.pdf	385	zLink Administrator	28 Jun 2017 5:17AM	0	01 - Mai
0013	Support Details		Active	Hazmat Tests	General Document	Elec-Details 008.pdf	316	zLink Administrator	28 Jun 2017 5:18AM	0	01 - Mai
0014	Support Details		Approved for Check ...	Specs	General Document	Elec-Details 009.pdf	199	zLink Administrator	28 Jun 2017 5:20AM	0	01 - Mai
0015	Typical- Distribution ...		Active	Specs	General Document	Elec-Details 010.pdf	305	zLink Administrator	28 Jun 2017 5:23AM	0	01 - Mai
0016	Enlarged Equipment...		Active	Specs	General Document	Elec-Equipment Roo...	261	zLink Administrator	28 Jun 2017 5:26AM	0	01 - Mai
0017	Enlarged Equipment...		Active	Specs	General Document	Elec-Equipment Roo...	224	zLink Administrator	28 Jun 2017 5:27AM	0	01 - Mai
0018	Feeder Routing and ...		Active	Specs	General Document	Elec-Feeder Routing...	229	zLink Administrator	28 Jun 2017 5:32AM	0	01 - Mai
0019	Feeder Routing And ...		Active	Specs	General Document	Elec-Feeder Routing...	224	zLink Administrator	28 Jun 2017 5:35AM	0	01 - Mai
0020	Feeder Routing And ...		Active	Specs	General Document	Elec-Feeder Routing...	240	zLink Administrator	28 Jun 2017 5:36AM	0	01 - Mai

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http://demo.zlinkfm.com/zlinkfm/V11/Download

Condition Assessment

V10.0.0
Sara Jones
VA Portland
Settings Reports Logbook

Conditions / Building Details

Assessment

- Building Details
- Assets
- Inspection Task
- Deficiencies
- Corrected Deficiencies
- Projects
- Search

Project *
 Assessment Project 2018

Site	Buildings
01 Portland	
02 Vancouver	
04 Lincoln City	
ODOT - Oregon	X001
Oregon Department of Transportation	F428
Oregon Department of Transportation	F428
Oregon Department of Transportation	F428
Oregon Department of Transportation	F428
Oregon Department of Transportation	F428
Oregon Department of Transportation	K001
Oregon Department of Transportation	K002
Oregon Department of Transportation	K002
Oregon Department of Transportation	K003
Oregon Department of Transportation	K003
Oregon Department of Transportation	K003
Oregon Department of Transportation	K004
Oregon Department of Transportation	K195
South Florida	

Building Photo View Photo

File Name: K302-2.jpg
Blackstone_3

V10.0.1
Sara Jones
VA Portland
Settings Reports Logbook

Conditions / Correction Projects

Assessment

- Projects
- Correction Projects
- Assessment Projects
- Search

Project Name	Project Manager	Start Date	End Date	Total Cost (\$)	Status
Correction for Bldg 40	Robert John	28 Sep 2018	28 Sep 2019	442898.17	Implementation Project Created
Correction Project for Electrical Components	Daniel Mathew	01 Sep 2018	30 Sep 2018	1089	Implementation Project Created
Correction Project for Electrical System - R...	Robert John	01 Oct 2018	30 Sep 2019	1080287	Implementation Project Created
Correction Project for HVAC Distribution	Daniel Mathew	01 Sep 2018	30 Apr 2019	1776	Approved
Correction Project for Plumbing Components	Moritz John	22 Aug 2018	02 Oct 2018	1605	Implementation Project Created
Correction Project for Repair and Maintena...	Smith John	01 Jul 2017	06 Dec 2017	42166	Implementation Project Created
Correction Project for X009	Christodoulakis George	01 Sep 2018	15 Oct 2018	5000	Implementation Project Created
Corrections for Region 1	Demo User11	02 Oct 2018	02 Oct 2018	420048.2	Implementation Project Created
Fix all High Priority Electrical deficiencies	Moritz John	01 Jan 2019	31 Jan 2019	318364	Active
Fix All Deficiencies - Boston Site	Apple User2	15 Sep 2018	17 Oct 2018	1620	Implementation Project Created
Fix all Electrical deficiencies	Moritz John	20 Sep 2019	30 Nov 2019	13000	Implementation Project Created
Fix all Electrical Deficiencies - Oregon	Robert John	01 Aug 2018	07 Aug 2019	16134	Active
Fix all HVAC deficiencies	Christodoulakis George	12 Dec 2018	30 Jan 2019	100250	Active
Fix all HVAC deficiencies	Moritz John	01 Sep 2018	17 Oct 2018	6300	Implementation Project Created
Fix all Site related deficiencies	Christodoulakis George	01 Sep 2018	18 Oct 2018	102910	Implementation Project Created
Fix Deficiencies for K040	Christodoulakis George	01 Jan 2019	31 Dec 2019	14750	Active
Fix high priority HVAC deficiencies	Daniel Mathew	27 Sep 2018	31 Dec 2018	58400	Implementation Project Created
Project for Site Improvements	Daniel Mathew	01 Aug 2018	30 Aug 2019	27580	Implementation Project Created

The screenshot displays the zLinkFM software interface. On the left, a sidebar contains navigation options: Assets, Drawings, Data, Requests, and Search. The main area shows a floor plan of a building, identified as '01-Jacksonville(C) / JEA Northside (C) / Floor 01 - Corporate'. A pop-up window provides detailed information for a selected asset:

- Asset Class: PFI
- Asset No.: PFI-19
- Age: 1
- Barcode: 67287
- Estimated Useful Life: 20
- Equipment Manufacturer (IMAN):
- Serial Number: R0710154004
- Model Number: JEDPMB
- Year Installed: 2016
- Equipment Cost(\$): 80
- Last PM Date: 02 Jul 2018
- Equipment Replacement Value: 2025
- Equipment Life (Years):
- Year of Base Cost: 2016
- Last PM Date: 02 Aug 2018
- Attachment: 1

On the right side of the interface, there is a table listing assets and their status:

Asset Class	Asset No.	Asset Class	Status
PFI	PFI-1	PFI	Assigned
PFI	PFI-2	PFI	Assigned
PFI	PFI-3	PFI	Assigned
PFI	PFI-4	PFI	Assigned
PFI	PFI-5	PFI	Assigned
PFI	PFI-6	PFI	Assigned
PFI	PFI-7	PFI	Assigned
PFI	PFI-8	PFI	Assigned
PFI	PFI-9	PFI	Assigned
PFI	PFI-10	PFI	Assigned
PFI	PFI-11	PFI	Assigned
PFI	PFI-12	PFI	Assigned
PFI	PFI-13	PFI	Assigned
PFI	PFI-14	PFI	Assigned
PFI	PFI-16	PFI	Assigned
PFI	PFI-17	PFI	Assigned
PFI	PFI-18	PFI	Assigned
PFI	PFI-19	PFI	Assigned
PFI	PFI-20	PFI	Assigned
PFI	PFI-22	PFI	Assigned
PFI	PFI-23	PFI	Assigned
PFI	PFI-24	PFI	Assigned
PFI	PFI-25	PFI	Assigned

APPENDIX E: VENDOR CONTRACT AND SIGNATURE FORM

CONTRACT SIGNATURE FORM

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name	zLink, Inc.
Address	141 Parker Street, Suite 311
City/State/Zip	Maynard, MA 01754
Telephone No.	978-309-3628 ext. 11
Fax No.	978-309-3629
Email address	asachdev@zlinkcorp.com
Printed name	Anupam Sachdev
Position with company	CEO
Authorized signature	

Term of contract _____ to _____

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional four (4) years if agreed to by Region 10 ESC. Vendor shall honor all administrative fees for any sales made based on the contract whether renewed or not.

Region 10 ESC Authorized Agent

Date

Print Name


Equalis Group Contract Number _____

APPENDIX E: VENDOR CONTRACT AND SIGNATURE FORM

CONTRACT SIGNATURE FORM


The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: 120 days

Company name	zLink, Inc.
Address	141 Parker Street, Suite 311
City/State/Zip	Maynard, MA 01754
Telephone No.	978-309-3628 ext. 11
Fax No.	978-309-3629
Email address	asachdev@zlinkcorp.com
Printed name	Anupam Sachdev
Position with company	CEO
Authorized signature	

Term of contract May 1, 2021 to April 30, 2024

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional four (4) years if agreed to by Region 10 ESC. Vendor shall honor all administrative fees for any sales made based on the contract whether renewed or not.


Region 10 ESC Authorized Agent

5/4/21
Date

Rickey Williams
Print Name

Equalis Group Contract Number R10-1114B

APPENDIX F: ADDITIONAL REQUIRED DOCUMENTS

- DOC #1 Clean Air and Water Act
- DOC #2 Debarment Notice
- DOC #3 Lobbying Certification
- DOC #4 Contractors Requirements
- DOC #5 Antitrust Certification Statement
- DOC #6 Implementation of House Bill 1295
- DOC #7 Boycott Certification
- DOC #8 Terrorist State Certification
- DOC #9 Resident Certification
- DOC #10 Federal Funds Certification Form

GENERAL TERMS & CONDITIONS ACCEPTANCE FORM

- DOC #17 General Terms & Conditions and Acceptance Form

DOC #1 Clean Air and Water Act

DOC #1 CLEAN AIR AND WATER ACT

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

Potential Vendor: **zLink, Inc.**

Title of Authorized Representative: **Anupam Sachdev, CEO**

Mailing Address: **141 Parker St, Suite 311, Maynard, MA 01754**

Signature: 

DOC #2 Debarment Notice

DOC #2 DEBARMENT NOTICE

I, the Vendor, certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations.

Potential Vendor: zLink, Inc.

Title of Authorized Representative: Anupam Sachdev, CEO

Mailing Address: 141 Parker St, Suite 311, Maynard, MA 01754

Signature: 

DOC #3 **Lobbying Certification**

DOC #3 LOBBYING CERTIFICATION

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.



Signature of Respondent

2/26/2021

Date

DOC #4 Contractors Requirements

DOC #4 CONTRACTOR CERTIFICATION REQUIREMENTS

Contractor's Employment Eligibility

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The Respondent complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Region 10 ESC Participating entities in which work is being performed.

Fingerprint & Criminal Background Checks

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The Respondent shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

Business Operations in Sudan, Iran

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.



Signature of Respondent

2/26/2021

Date

DOC #5 **Antitrust Certification Statement**

DOC #5 ANTITRUST CERTIFICATION STATEMENTS (Tex. Government Code § 2155.005)

I affirm under penalty of perjury of the laws of the State of Texas that:

- (1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
- (2) In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
- (3) In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and
- (4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

VENDOR zLink, Inc.

RESPONDANT

ADDRESS 141 Parker Street, Suite 311

Signature

Maynard, MA 01754

Printed Name

Position with Company

PHONE 978-309-3628 ext. 11

AUTHORIZING OFFICIAL

FAX 978-309-3629



Signature

Anupam Sachdev
Printed Name

CEO
Position with Company

DOC #6 *Implementation of House Bill 1295*

DOC #6 IMPLEMENTATION OF HOUSE BILL 1295

Certificate of Interested Parties (Form 1295):

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

Filing Process:

Starting on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016. https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

DOC #7 *Boycott Certification*

DOC #7 BOYCOTT CERTIFICATION

Respondents must certify that during the term of any Agreement, it does not boycott Israel and will not boycott Israel. "Boycott" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

zLink, Inc. Certifies that it has not, and will not, boycott Israel.

zLink, Inc.	141 Parker Street, Suite 311	
Company Name	Address	
Maynard	MA	01754
City	State	Zip

DOC #8 Terrorist State Certification

DOC #8 TERRORIST STATE CERTIFICATION

In accordance with Texas Government Code, Chapter 2252, Subchapter F, REGION 10 ESC is prohibited from entering into a contract with a company that is identified on a list prepared and maintained by the Texas Comptroller or the State Pension Review Board under Texas Government Code Sections 806.051, 807.051, or 2252.153. By execution of any agreement, the respondent certifies to REGION 10 ESC that it is not a listed company under any of those Texas Government Code provisions. Responders must voluntarily and knowingly acknowledge and agree that any agreement shall be null and void should facts arise leading the REGION 10 ESC to believe that the respondent was a listed company at the time of this procurement.

zLink, Inc. certifies that it is not, and has never been, listed on the Texas Comptroller or the Texas State Review Board under Texas Government Code Sections 806.051, 807.051, or 2252.153.

zLink, Inc.	141 Parker Street, Suite 311	
Company Name	Address	
Maynard	MA	01754
City	State	Zip

DOC #9 *Resident Certification*

DOC #9 RESIDENT CERTIFICATION:

This Certification Section must be completed and submitted before a proposal can be awarded to your company. This information may be placed in an envelope labeled "Proprietary" and is not subject to public view. In order for a proposal to be considered, the following information must be provided. Failure to complete may result in rejection of the proposal:

As defined by Texas House Bill 602, a "nonresident Bidder" means a Bidder whose principal place of business is not in Texas, but excludes a contractor whose ultimate parent company or majority owner has its principal place of business in Texas.

Texas or Non-Texas Resident

- ☐ I certify that my company is a "**resident Bidder**"
☒ I certify that my company qualifies as a "**nonresident Bidder**"

If you qualify as a "nonresident Bidder," you must furnish the following information:

What is your resident state? (The state your principal place of business is located.)

zLink, Inc.	141 Parker Street, Suite 311
Company Name	Address

Maynard	MA	01754
City	State	Zip

DOC #10 Federal Funds Certification Form

DOC #10 FEDERAL FUNDS CERTIFICATION FORM

When a participating agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or "EDGAR" requirements). All Vendors submitting proposals must complete this Federal Funds Certification Form regarding Vendor's willingness and ability to comply with certain requirements which may be applicable to specific participating agency purchases using federal grant funds. This completed form will be made available to participating agencies for their use while considering their purchasing options when using federal grant funds. Participating agencies may also require Vendors to enter into ancillary agreements, in addition to the contract's general terms and conditions, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Vendor should certify Vendor's agreement and ability to comply, where applicable, by having Vendor's authorized representative complete and initial the applicable lines after each section and sign the acknowledgment at the end of this form. If a vendor fails to complete any item in this form, Region 10 ESC will consider the Vendor's response to be that they are unable or unwilling to comply. A negative response to any of the items may, if applicable, impact the ability of a participating agency to purchase from the Vendor using federal funds.

1. Vendor Violation or Breach of Contract Terms:

Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Any Contract award will be subject to Region 10 ESC General Terms and Conditions, as well as any additional terms and conditions in any Purchase Order, participating agency ancillary contract, or Member Construction Contract agreed upon by Vendor and the participating agency which must be consistent with and protect the participating agency at least to the same extent as the Region 10 ESC Terms and Conditions.

The remedies under the Contract are in addition to any other remedies that may be available under law or in equity. By submitting a Proposal, you agree to these Vendor violation and breach of contract terms.

Does vendor agree? AS
(Initials of Authorized Representative)

2. Termination for Cause or Convenience:

When a participating agency expends federal funds, the participating agency reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Offeror in the event Offeror fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. participating agency also reserves the right to terminate the contract immediately, with written notice to offeror, for convenience, if participating agency believes, in its sole discretion that it is in the best interest of participating agency to do so. Offeror will be compensated for work performed and accepted and goods accepted by participating agency as of the termination date if the contract is terminated for convenience of participating agency. Any award under this procurement process is not exclusive and participating agency reserves the right to purchase goods and services from other offerors when it is in participating agency's best interest.

Does vendor agree? AS
(Initials of Authorized Representative)

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3. Equal Employment Opportunity:

Except as otherwise provided under 41 CFR Part 60, all participating agency purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Vendor agrees that such provision applies to any participating agency purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and Vendor agrees that it shall comply with such provision.

Does vendor agree? AS
(Initials of Authorized Representative)

4. Davis-Bacon Act:

When required by Federal program legislation, Vendor agrees that, for all participating agency prime construction contracts/purchases in excess of \$2,000, Vendor shall comply with the Davis-Bacon Act (40 USC 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, Vendor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determinate made by the Secretary of Labor. In addition, Vendor shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at www.wdol.gov. Vendor agrees that, for any purchase to which this requirement applies, the award of the purchase to the Vendor is conditioned upon Vendor's acceptance of the wage determination.

Vendor further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

Does vendor agree? AS
(Initials of Authorized Representative)

5. Contract Work Hours and Safety Standards Act:

Where applicable, for all participating agency contracts or purchases in excess of \$100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Does vendor agree? AS
(Initials of Authorized Representative)

6. Right to Inventions Made Under a Contract or Agreement:

If the participating agency's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the

substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Vendor agrees to comply with the above requirements when applicable.

Does vendor agree? AS
(Initials of Authorized Representative)

7. Clean Air Act and Federal Water Pollution Control Act:

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended –Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

Does vendor agree? AS
(Initials of Authorized Representative)

8. Debarment and Suspension:

Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Vendor certifies that Vendor is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor further agrees to immediately notify the Cooperative and all participating agencies with pending purchases or seeking to purchase from Vendor if Vendor is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Does vendor agree? AS
(Initials of Authorized Representative)

9. Byrd Anti-Lobbying Amendment:

Byrd Anti-Lobbying Amendment (31 USC 1352) -- Vendors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, Vendor agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

Does vendor agree? AS
(Initials of Authorized Representative)

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10. Procurement of Recovered Materials:

For participating agency purchases utilizing Federal funds, Vendor agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may require to confirm estimates and otherwise comply. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Does vendor agree? AS
(Initials of Authorized Representative)

11. Profit as a Separate Element of Price:

For purchases using federal funds in excess of \$150,000, a participating agency may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.323(b). When required by a participating agency, Vendor agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, Vendor agrees that the total price, including profit, charged by Vendor to the participating agency shall not exceed the awarded pricing, including any applicable discount, under Vendor's Cooperative Contract.

Does vendor agree? AS
(Initials of Authorized Representative)

12. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

Vendor agrees that recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from companies described in Public Law 115-232, section 889. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country are also prohibited.

Does vendor agree? AS
(Initials of Authorized Representative)

13. General Compliance and Cooperation with Participating Agencies:

In addition to the foregoing specific requirements, Vendor agrees, in accepting any Purchase Order from a participating agency, it shall make a good faith effort to work with participating agencies to provide such information and to satisfy such requirements as may apply to a particular participating agency purchase or purchases including, but not limited to, applicable recordkeeping and record retention requirements.

Does vendor agree? AS
(Initials of Authorized Representative)

14. Applicability to Subcontractors

Offeror agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

Does vendor agree? AS
(Initials of Authorized Representative)

By signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

zLink, Inc.
Company Name


Signature of Authorized Company Official

Anupam Sachdev
Printed Name

CEO
Title

3/1/2021
Date

DOC #17 General Terms & Conditions and Acceptance Form

DOC #17 GENERAL TERMS & CONDITIONS ACCEPTANCE FORM

Signature on the Vendor Contract Signature form certifies complete acceptance of the General Terms and Conditions in this solicitation, except as noted below (additional pages may be attached, if necessary).

Check one of the following responses to the General Terms and Conditions:

☒ We take no exceptions/deviations to the general terms and conditions

(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)

☐ We take the following exceptions/deviations to the general terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general terms and conditions that you are taking exceptions/deviations to. Clearly state if you are adding additions terms and conditions to the general terms and conditions. Provide details on your exceptions/deviations below:

(Note: Unacceptable exceptions shall remove your proposal from consideration for award. Region 10 ESC shall be the sole judge on the acceptance of exceptions/deviations and the decision shall be final.)

Attachment A: Agreement Requirements Template

ATTACHMENT A: Requirements for Lead Agency Agreement To be administered by Equalis Group

The following Administration Agreement is used in administering Master Agreements with Region 10 and is preferred by Equalis Group. Redlined copies of this agreement should not be submitted with the response. Should a respondent be recommended for award, this agreement will be negotiated and executed between Equalis Group and the respondent. **Respondents must select one of the following options for submitting their response and submit this page only.**

- ☒ Respondent agrees to all terms and conditions outlined in following Administration Agreement.
- ☐ Respondent wishes to negotiate directly with Equalis Group on terms and conditions. Negotiations will commence after sealed bids are opened and Region 10 has determined the respondent met all requirements in their response and may be eligible for award.

Note: if a respondent wishes to negotiate the Administrative Fee amount, the respondent should choose the option to negotiate here.