



WENDELIN  
CONSULTING GROUP, INC.

9.E

April 28, 2014  
Superintendent Brad Bennett  
Robein School District 85

### **Terms of the agreement**

Robein District 85 will be billed \$31,500 for a contract length of 12 months beginning July 1, 2014 if payment is made in full in July 2014. Net 30 terms will be provided at no cost. If contract is paid in 12 monthly installments, the cost of the annual contract is \$32,400 (\$2,700 per month). Contract may be canceled with 30 day written notice by either party and a prorated refund will be made with no penalty. Price and terms will remain the same for a second year as well.

The following services will be provided:

### **Technical Services**

Robein District 85 will receive a minimum of 3 visits per week from a computer support technician/administrative support consultant during the regular school calendar days and times. This time will be used to address submitted technical issues and any outstanding project work. Technician time for this kind of work is not limited. We will work through the Robein "ticket" system and even send in additional help if necessary. WCG Inc. will also provide support should an emergency arise during a regular school calendar day when a technician is not scheduled. Emergencies typically are defined as District problems such as Internet outages, payroll issues, etc. Note that emergency services during non-work hours and federal holidays are available at the rate of \$275 per hour.

Robein District 85 will receive the assistance of a network administrator during normal business hours on an as needed basis. This time is unlimited.

Robein District 85 will receive the services of the WCG Inc. Summer Crew. The Summer Crew goes through classroom and lab machines before school starts and performs a complete cleaning and test. Machine imaging will be performed as needed or requested. The machines are set up and readied for the teaching staff. The Summer Crew also performs equipment moves for teaching staff as well as lab setups. Also, during summer hours we will respond to technical issues of the office personnel as needed.

### **Administrative Services**

Robein District 85 will receive a bank of 100 administrative support hours. These hours can be used for E-Rate administration, budgeting meetings, Superintendent consultation, staff management, problem resolution, special project planning, etc. This time will be used based upon observed need by WCG Inc. management and requests originated by the Superintendent. This bank will be valid for entire 12-month contract. Effectively, WCG Inc. will act as your District, Director of Technology.

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**Additional Services**

**Considerations:**

This contract does not provide any hardware. In addition, there are some limitations to our work, such as:

We will not perform any premise drilling, electrical work, and we will not hang any projection equipment or screens. We can run category five cabling, but we may require the assistance of your maintenance staff. We will not perform any work that our insurance limits us from performing.

Accepted by: *Paul P. Bent* <sup>Supt.</sup> (authorized agent of Robein District 85)

Signed *Paul P. Bent*, Date *5-22-14*

Accepted by: \_\_\_\_\_ (authorized agent of WCG Inc.)

Signed \_\_\_\_\_, Date \_\_\_\_\_