

WORK ORDER

This Work Order (this "Work Order") is signed as of the signature date(s) below and made effective as of January 9, 2023 (the "**Effective Dat**") by and between Client, Inc., ("**Buyer**") and Supplier1 , ("**Supplier**"). Any capitalized term used in this Work Order but not defined herein has the meaning attributed thereto in the Master Agreement.

WHEREAS, Buyer and Supplier entered into a Master Services Agreement (the "**Master Agreement**");

WHEREAS, Buyer and Supplier are entering into this Work Order in accordance with the Agreement; and

NOW, THEREFORE, in consideration of the premises and of the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. Supplier shall provide to Buyer the Services and deliverables for the fees set forth in Exhibit 1 attached hereto.
2. This Work Order shall commence on the Effective Date and shall terminate upon completion of the Services but no later than **March 31, 2023**, unless sooner terminated as provided in the Master Agreement.
3. All provisions of the Master Agreement, to the extent not expressly modified herein, are hereby incorporated into the provisions of this Work Order by this reference as if set out in full herein. All references to Master Agreement shall include all amendments, past and future, to the Master Agreement unless such amendment explicitly provides otherwise.

IN WITNESS WHEREOF, the parties have caused this Work Order to be executed by their duly authorized representatives.

Client , INC.

Supplier1



Exhibit 1 to Work Order

Supplier will provide the following Services and deliverables:

1. **Services and Deliverables:** Supplier shall provide services and deliverables to the Buyer as further provided in Appendix A attached herewith this Work Order.
2. **Supplier's Personnel:**
 - 2.1 Authorized Personnel. The following personnel of Supplier are authorized to provide Services on behalf of Supplier: None
 - 2.2 Personnel Qualifications. Supplier personnel providing the Services shall at least meet the following qualifications: None.
3. The project managers for this Work Order are:

Supplier Contact Information:

Buyer Contact Information :
4. **Acceptance:** Buyer shall have the right to review and, if applicable, test each deliverable for the functional requirements or acceptance criteria specified for such deliverable. Supplier shall promptly cure, in a manner agreed upon by Buyer, any deficiencies to which Supplier has been made aware, and after completing any such cure, Supplier shall resubmit the deliverable for review and, if applicable, testing. Any applicable warranty period shall only commence after acceptance by Buyer.
5. **Supplier Materials:**

Pursuant to Section 5.7 of the Master Agreement, the following Supplier Materials are incorporated into Buyer Materials: None
6. **Pricing:**

Fixed Fee: The total fee Supplier shall charge for Services provided under this Work Order including all expenses except for travel and out-of-pocket expenses as stated in the Travel & Other Expenses section below is **\$403175.70 USD**, which shall be invoiced by Supplier upon completion, delivery, and acceptance by Buyer of Services and attached herein as Appendix A.



Travel & Other Expenses:

For any allowable travel expenses that are billable to Buyer, Supplier shall comply with Buyer's travel policy and utilize Buyer Travel Services for all travel arrangements. Contact information for Buyer's Travel Services should be obtained from, and any other questions about Buyer's travel policy should be directed to, Supplier's point of contact for Buyer for the work hereunder.

Any reasonable and customary travel and out-of-pocket expenses will be charged at cost (after Supplier deducts all discounts and rebates it receives); provided, however, Supplier shall (a) receive Buyer's consent prior to incurring any such expenses, (b) incur all such expenses in accordance with Buyer's travel and expense policy, and (c) in no event exceed **\$22,800.00 USD** for travel and out-of-pocket expenses. Receipts for travel and out of pocket expenses in excess of **\$25.00 USD** should be retained and must be produced if requested by Buyer. Supplier shall not bill for travel time without prior approval from Buyer.

APPENDIX A

Supplier will provide the following services and deliverables to the Buyer:

Prepared by Jared Kirkman 11/28/2022

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GENERAL SESSION					
Venue:	Dallas Sheraton				
Ballroom:					
Ballroom Dimensions:					
Audience Size & Seating Type:					
Labor	Day, Date	Start	End		
Arrival/Load in:	Saturday, March 4, 2023				
Complete Set-Up:	Sunday, March 5, 2023				
Rehearsals:	Sunday, March 5, 2023				
General Session	Monday, March 6, 2023				
General Session	Tuesday, March 7, 2023				
General Session	Wednesday, March 8, 2023				
Strike	Thursday, March 9, 2023				
Travel					
VIDEO					
	Amount	Description	Days	Cost each	Cost Total
Projection	4	EPSON UHD 1500L DLP/Laser Projectors	4	\$ 2,500.00	\$ 40,000.00
	4	EPSON Short Throw Lenses	4	\$ 200.00	\$ 3,200.00
	4	Projection flown off truss or rear projection (Brackets/Stands)	4	\$ 100.00	\$ 1,600.00
	2	11 x 20' Wide Format Projection Screen	4	\$ 700.00	\$ 5,600.00
	2	Wide Frame Projection Screen Dress kits (Black) floor support	4	\$ 700.00	\$ 5,600.00
	1	Black Magic Design SDI/HDMI DAs	4	\$ 100.00	\$ 400.00
	0	9 x 16' Wide Format Projection Screen	4	\$ 500.00	\$ -
	0	9 x 16' Wide Frame Projection Screen Dress kits (Black) floor support	4	\$ 500.00	\$ -

VIDEO CONTINUED					
	Amount	Description			
Switching & Control	2	Black Magic 8K Constellation Switcher Package w/20 Discreet Outputs	4	\$ 800.00	\$ 6,400.00
	1	Engineering/Routing Rack	4	\$ 400.00	\$ 1,600.00
	1	Black Magic Design SDI/HDMI DAs	4	\$ 100.00	\$ 400.00
Playback & Record	2	Mac Playback Pro Machine or similar	4	\$ 350.00	\$ 2,800.00
	2	BMD Dual 9" Preview Monitors	4	\$ 100.00	\$ 800.00
	2	Black Magic Design Hyperdeck Recorders (PGM & routable ISO)	4	\$ 350.00	\$ 2,800.00
Graphics	4	Graphic Show Computer's (2-Primary & 2-Back-Up)	4	\$ 200.00	\$ 3,200.00
	6	Black Magic Computer Interfaces	4	\$ 100.00	\$ 2,400.00
Speaker Support	2	50" LCD Monitors w/Low Profile Stands (Confidence)	4	\$ 250.00	\$ 2,000.00
	2	Perfect Cue Wireless Cue Light System w/Back-Up Remote	4	\$ 75.00	\$ 600.00
	1	Speaker Timer w/Large Display	4	\$ 125.00	\$ 500.00
Camera's / I-MAG	3	Black Magic Ursa 2 Broadcast Digital Cameras & Studio Kit	4	\$ 650.00	\$ 7,800.00
	3	Fujinon Long Lens Kit - 36x or larger	4	\$ 350.00	\$ 4,200.00
	3	Gitto Carbon Fiber Heavy Duty Fluid Head Tripod's	4	\$ 150.00	\$ 1,800.00
	3	Camera Risers w/Operator Platform	4	\$ 150.00	\$ 1,800.00
	0	Panasonic HVX200 4k Camera/Tripod	4	\$ 400.00	\$ -
	2	Shogun 4channel Recorder/Monitor	4	\$ 450.00	\$ 3,600.00
Miscellaneous	4	32" Monitor w/multiview (Backstage and FOH preview monitors)	4	\$ 110.00	\$ 1,760.00
	4	Cable Ramps	4	\$ 25.00	\$ 400.00
	1	Consumables (Batteries, Gaff Tape, Labeling Tape etc...)	1	\$ 300.00	\$ 300.00
	6	LED Little Lights	4	\$ 12.00	\$ 288.00

AUDIO					
	Amount	Description			
FOH / Control	1	Midas 32/48 Channel Digital Mixer	4	\$ 400.00	\$ 1,600.00
Speaker System	0	L Acoustic Cabinet Line Array Speaker System w/ Subs	4	\$ 3,200.00	\$ -
		<i>Include all necessary rigging hardware for above</i>			\$ -
	16	QSC KLA Line Array	3	\$ 125.00	\$ 6,000.00
	8	QSC KS118 Subwoofer	3	\$ 125.00	\$ 3,000.00
	2	QSC 12.2 Front Fill Speakers (<i>Delay Speakers</i>)	3	\$ 100.00	\$ 600.00
	0	QSC 12.2 Front Fill Speakers (<i>Delay Speakers</i>)	3	\$ 100.00	\$ -
	0	QSC <u>10.2 Fold</u> Back Speaker (<i>Low Profile</i>)	4	\$ 80.00	\$ -
	0	QSC 10.2 Front Fill Speakers (<i>Low Profile</i>)	4	\$ 80.00	\$ -
	3	QSC 8.2 Powered Monitors (<i>Backstage</i>)	4	\$ 80.00	\$ 960.00
	0	<i>Include Amplifiers, Processing & Cabling for above</i>	4	\$ -	\$ -
Playback	3	iPad based Soundboard Pro Instant Replay Systems (<i>music/vog</i>)	4	\$ 150.00	\$ 1,800.00
	3	Computer Audio Interfaces (<i>for all music playback</i>)	4	\$ 25.00	\$ 300.00
Microphones	12	UHF Wireless Mic Combo Kits (<i>Presenters</i>)	4	\$ 120.00	\$ 5,760.00
	1	Podium Microphones	4	\$ 45.00	\$ 180.00
	1	Switched Microphone w/ <u>Table Top</u> Mic Stand (<i>VOG</i>)(<i>FOH</i>)	4	\$ 45.00	\$ 180.00
	2	Catch Box wireless system	4	\$ 120.00	\$ 960.00

Intercom	1	2-Channel Intercom System	4	\$ 75.00	\$ 300.00
	12	Dual Channel Belt Packs w/Lightweight Headsets	4	\$ 35.00	\$ 1,680.00
	1	Wireless Clearcom System with 5 Headsets	4	\$ 125.00	\$ 500.00
Power Distribution	1	100Amp Camlock Power Distribution System for Audio & Video	4	\$ 350.00	\$ 1,400.00
Audio Distribution	1	1 x 6 Audio Distribution Unit (<i>Record Decks</i>)	4	\$ 150.00	\$ 600.00
LIGHTING					
	Amount	Description			
Lighting Instruments	18	HighEnd Lighting SolaPix7	4	\$ 125.00	\$ 9,000.00
	10	Clay Paky Sharpy	4	\$ 60.00	\$ 2,400.00
	20	LED Color uplights (<i>Drape Up light</i>)	4	\$ 25.00	\$ 2,000.00
	12	HighEnd Lighting SOLASPOT-3000	4	\$ 250.00	\$ 12,000.00
	0	Gobo projection LED Source Fours	4	\$ 45.00	\$ -
Control & <u>Dimming</u>	1	RoadHog DMX Console	4	\$ 350.00	\$ 1,400.00
	1	Dimmer/DMX Control/Optical Splitters	4	\$ 500.00	\$ 2,000.00
	1	Lighting Power Distro/Cables	4	\$ 250.00	\$ 1,000.00

Miscellaneous	1	truss for lighting, downstage	4	\$ 600.00	\$ 2,400.00
	1	truss for upstage	4	\$ 250.00	\$ 1,000.00
	8	18' Global lifts for projection, upstage lighting, line array, etc.	4	\$ 250.00	\$ 8,000.00
	12	Cable Ramps	4	\$ 25.00	\$ 1,200.00
	1	Consumables (Gel, Tie Line, E-Tape, Gaff Tape etc...)	1	\$ 300.00	\$ 300.00
	0	48 Channel DMX Controller	4	\$ 125.00	\$ -
SCENIC					
	Amount	Description			
Stage décor	1	Scenic Truss Package for GS Entrance	4	\$ 2,000.00	\$ 8,000.00
Run-Off Drape	0	18' High Black Drape w/Hardware	4	\$ 15.00	\$ -
	160	23' High Black Drape w/Hardware	4	\$ 22.00	\$ 14,080.00
Control Drape	100	4' Black Drape w/Hardware at FOH	4	\$ 5.00	\$ 2,000.00
Stage	1	MAX STAX Package	4	\$ 3,000.00	\$ 12,000.00
	1	Digital Podium	4	\$ 300.00	\$ 1,200.00
	54	YesTech LED Panels (2 - 15 x 7 Portrait Video Wall for iMag)	4	\$ 50.00	\$ 10,800.00
	216	YesTech LED Panels (15 x 40 Video Wall Center Stage)	4	\$ 50.00	\$ 43,200.00
Miscellaneous	1	Roll of Duvetyn	1	\$ 60.00	\$ 60.00
	1	Consumables (Double Sided Tape, Gaff Tape etc...)	1	\$ 100.00	\$ 100.00

TELEPROMPTER					
	Amount	Description			
Teleprompter Package	1	Presidential system w/Operator	5	\$ 800.00	\$ 4,000.00
OFFICE EQUIPMENT					
	Amount	Description			
Office Equipment Package	0	Printers	3	\$ 175.00	\$ -
	0	Toner pkgs	1	\$ 165.00	\$ -
				TOTAL:	\$ -
TRUCKING					
	Amount	Description			
	1	Delivery & Pick-Up & Parking (40' Tractor & Trailer)	1	\$ 4,500.00	\$ 4,500.00
WORKSHOPS / BREAKOUTS					
Venue:					
Number of Rooms:	12				
Rooms					
Audience Size & Seating Type:					
WORKSHOP / BREAKOUT VIDEO					
	Amount	Description			
Projection	10	Monolyte Screen w/Skirt (Use Appropriate Size for Room)	3	\$ 250.00	\$ 7,500.00
	10	Breakout Room Projectors (4k-5k)	3	\$ 200.00	\$ 6,000.00
	4	Panasonic or Digital Projection Large Format Projectors 7k-10k	3	\$ 800.00	\$ 9,600.00
	18	AV Stand w/Skirt (Projector)	3	\$ 25.00	\$ 1,350.00
	30	Tripod Screens	3	\$ 80.00	\$ 7,200.00

	4	9 x 16' Wide Format Front Projection Screen w/Dress Kit	3	\$ 750.00	\$ 9,000.00
Graphics	6	Laptops Provided by Client/Presenters	3	\$ 250.00	\$ 4,500.00
	12	Wireless Slide Advancers	3	\$ 25.00	\$ 900.00
	12	BlackMagic Design ATEM Extreme Video Switcher	3	\$ 145.00	\$ 5,220.00
Playback		None		\$ -	\$ -
Screen Switching		On Projector Remote		\$ -	\$ -
				\$ -	\$ -
Audio Visual	40	Flipchart Easels W/Post it Note Paper	3	\$ 55.00	\$ 6,600.00
WORKSHOP / BREAKOUT AUDIO					
	Amount	Description			
Control	12	Yamaha Yamaha/Mackie 4-Channel Mixer	3	\$ 45.00	\$ 1,620.00
Speaker System	12	PA system to include <u>main's</u> on stands	3	\$ 225.00	\$ 8,100.00
	0	2 QSC KW12.2 on 8' stands			
Microphones	24	UHF Wireless Combos	3	\$ 100.00	\$ 7,200.00
	24	Wired HH/Podium Microphone	3	\$ 15.00	\$ 1,080.00
	0	Area microphones/Boom/Shotgun Microphones	3	\$ 35.00	\$ -
Playback	12	Computer Audio Interface or Speaker (Computer or iPod)	3	\$ 25.00	\$ 900.00
	0	2 Panasonic 4k Camera, Tripod, Macbook Pro, Switcher	3	\$ 2,000.00	\$ -
	0	Shogun 4channel Recorders	3	\$ 450.00	\$ -

EVENT LABOR	QTY	Event	Days	Rate	Total
Pre-Production / Project Mgmt.	1	ALL EVENTS	1	\$ 6,000.00	\$ 6,000.00
Producer	1	GS	6	\$ 1,000.00	\$ 6,000.00
Technical Coordinator	1	GS	6	\$ 750.00	\$ 4,500.00
Video Director/ Manager/Tech Producer	1	GS	6	\$ 1,000.00	\$ 6,000.00
GFX	1	GS	6	\$ 1,000.00	\$ 6,000.00
Video Projection/Wall/Engineer	1	GS	6	\$ 750.00	\$ 4,500.00
Videographer	3	GS	4	\$ 650.00	\$ 7,800.00
Audio A1	1	GS	6	\$ 750.00	\$ 4,500.00
AudioA2	1	GS	6	\$ 500.00	\$ 3,000.00
Lighting Designer/Operator	1	GS	6	\$ 750.00	\$ 4,500.00
A/V Techs	8	GS Load In/out	2	\$ 450.00	\$ 7,200.00
Editors	1	GS	4	\$ 750.00	\$ 3,000.00
Photographer	1	GS	4	\$ 750.00	\$ 2,250.00
Record Operator/Editor	1	GS	4	\$ 750.00	\$ 2,250.00
A/V Manager	1	Breakout Rooms	5	\$ 550.00	\$ 2,750.00
A/V Techs	5	Breakout Rooms	5	\$ 450.00	\$ 11,250.00
Videographer (2 additional needed)	0	Breakout Rooms	5	\$ 650.00	\$ -
Speaker Ready Room Tech	0	Breakout Rooms	6	\$ 750.00	\$ -
A/V Techs	0	Breakout Rooms Load In/Out	2	\$ 450.00	\$ -
		TOTAL			\$ 81,500.00
MISCELLANEOUS / EXPENSES					
	Amount	Description			
	0	Provide Fire Marshall Drawings and permits for approval	1	\$ 350.00	\$ -
	0	Fire Marshall fire watch for Hazer - TBD	1		\$ -
	0	Provide CAD Drawings	1	\$ 500.00	\$ -
	16	Crew Per Diem & Travel Expenses	7	\$ 125.00	\$ 14,000.00
	0	Scissor lift (white wheels)	1	\$ 850.00	\$ -
	1	Ploy-Tac Carpet protection	1	\$ 300.00	\$ 300.00
	10	Crew Flights	1	\$ 800.00	\$ 8,000.00
	1	Crew Ground Transportation & Misc. Expenses	1	\$ 500.00	\$ 500.00

Rigging					\$ -
Power					\$ -
				TOTAL:	\$ 22,800.00
ON-SITE EQUIPMENT:					
General Session Equipment	\$	261,808.00			
Breakout Room Equipment	\$	76,770.00			
Prompter	\$	4,000.00			
Sub-total:	\$	342,578.00			
Equipment Discount %		35%			
Equipment Total:	\$	222,675.70			
LABOR/EXPENSES:					
General Session Labor	\$	67,500.00			
Breakout Labor	\$	14,000.00			
Expenses (does not include hotel rooms)	\$	22,800.00			
Trucking & Parking	\$	4,500.00			

eSignature Request between Client INC and Supplier1

Final Audit Report

2023-01-23

"eSignature Request between Client and Supplier1" History

✓ Agreement completed.

2023-01-23 - 12:52:49 PM GMT

 GLOBAL SERVICES
PROCUREMENT

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