



# City of Palo Alto

Purchasing and Contract Administration  
P.O.Box 10250  
Palo Alto CA 94303  
Tel:(650)329-2271 Fax:(650)329-2468

## Service Order

### Vendor Address

EPLUS TECHNOLOGY INC  
13595 DULLES TECHNOLOGY DR  
HERNDON VA 20171-3413  
Tel: 703-984-8400 Fax: 703-984-8600

#### Ship To:

Information Technology Services  
City of Palo Alto  
250 Hamilton Ave., 2nd Floor  
Palo Alto CA 94301

#### Bill To:

City of Palo Alto  
Account Payable  
P.O.Box 10250  
Palo Alto, CA 94303

### P.O. NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, SHIPPING PAPERS AND CORRESPONDENCE PERTAINING TO THIS ORDER

PO Number	S25192604
Date	09/06/2024
Vendor No.	102667-01
Payment Terms	Payment Due 30 days
FOB Point	Services Only
Ship via	Services as requested by CTY
Term	09/16/2024 - 09/17/2027
Buyer/Phone	Alice Harrison / 650-329-2173
Email	Alice.Harrison@CityofPaloAlto.org

DELIVERIES ACCEPTED ONLY BETWEEN 7:00 AM & 3:00 PM UNLESS OTHER ARRANGEMENTS ARE INDICATED HEREIN

Page 1 of 2

Item	Material/Description	Quantity	UM	Net Price	Net Amount
0010	<p><i>This City of Palo Alto (City) Purchase Order agreement (PO) is entered into by and between City and ePLUS, Participating Addendum No. 7-15-70-34-013 with ePLUS for the purchase of professional service to design, configure, install, and deployment of the network elements, as detailed in this PO.</i></p> <p><i>TERM: September 19, 2024 through September 18, 2027</i></p> <p><i>This PO hereby attaches and incorporates the following contract documents into this PO by reference as though fully set forth herein:</i></p> <p><i>1. Statement of Work# 148046</i></p> <p><i>2. City of Palo Alto Purchase Order Terms and Conditions (Service)</i></p> <p><b>e+ Completion of Prj Kick-off call</b></p> <p><i>SOW# City of Palo Alto-ISP Backbone-140846</i></p> <p><i>OMNIA Partners - TD Synnex - R200803</i></p> <p><i>Milestone 1 Completion of Project Kick-off Call</i></p> <p><i>City's Project Manager: Darren.Numoto@CityofPaloAlto.org</i></p>	74,070	USD	1.00	74,070.00

*Cecilia Magana*

Chief Procurement Officer

THIS P.O. IS SUBJECT TO THE TERMS AND CONDITIONS STATED BELOW AND ON THE LAST PAGE  
SPECIFICATIONS - Any specification and /or drawings referred to and/or attached hereto are expressly made a part of this Purchase Order.  
DELIVERY - Please notify the City promptly if delivery cannot be made on or before the date specified. If partial shipment is authorized, so indicate on all documents. Complete packing lists must accompany each shipment.  
INVOICE - A separate invoice is required for each order. Send to address indicated above.



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**Email** Alice.Harrison@CityofPaloAlto.org

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Item	Material/Description	Quantity	UM	Net Price	Net Amount
0020	e+ Approval of high-level design 2.12 <i>Milestone 2 Approval of High-Level Design - Section 2.12</i>	32,920	USD	1.00	32,920.00
0030	e+ Completion of Acceptance Testing 2.14 <i>Milestone 3 Completion of Acceptance Testing - Section 2.14</i>	32,920	USD	1.00	32,920.00
0040	e+ Project Completion - Training/Deliver <i>Milestone 4 Project Completion # Training # Section 2.15 and Deliverables # Section 2.2</i>	24,690	USD	1.00	24,690.00
				Sub-Total	164,600.00

Cecilia Magana

**Total 164,600.00**

#### Chief Procurement Officer

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