CARES ACT

K12 WIRELESS IMPROVEMENTS

MEETING#3
LEA IS PROJECT OWNER. 2ND CONTACT OPTION

Kudos
AGENDA

• Feedback on Project Structure
• Review Dashboard
• Issues/Risk Log
• Review Project Wiki
• Communications by Susan Cohen with UETN
• Wrike Training
• Q & A
PROJECT STRUCTURE, HOW ARE YOU LIKING IT?

Reminder to make sure your institutions name is on ALL paperwork you are adding to the checklists.

Starting in September only 17 weeks to December 30th. Plan your installs accordingly.
PROJECT DASHBOARD

We watch the issues/risks and contact us tickets.

**Equip Ordered - Done (112)**
- Equipment Ordered (Ek... completed Academy for Math Eng...)
- Equipment Ordered Jul 31
- Equipment Ordered completed South Summit Sch...
- Equipment Ordered Jul 31
- Equipment Ordered completed Granite School Dist...
- Equipment Ordered Jul 31
- Equipment Ordered completed Park City School District
- Equipment Ordered Jul 31
- Equipment Ordered completed Tooele County Sch...
- Equipment Ordered Jul 31
- Equipment Ordered completed Rich School District
- Equipment Ordered Jul 31
- Equipment Ordered completed Tintic School District
- Equipment Ordered Jul 31
- Equipment Ordered completed Alpine School District
- Equipment Ordered Jul 31
- Equipment Ordered completed Weber School Dist...
- Equipment Ordered Jul 31
- Equipment Ordered completed Morgan School Dis...
- Equipment Ordered Jul 31
- Equipment Ordered completed Ogden Preparatory Acad...
- Equipment Ordered Jul 31
- Equipment Ordered completed Promontory School of...
- Equipment Ordered Jul 31
- Equipment Ordered completed Box Elder School Dis...
- Equipment Ordered Jul 31
- Equipment Ordered completed (W... Jul 31

**Equip Ordered - In Progress (16)**
- Equipment Ordered OVERDUE (16)
- Equipment Ordered in progress San Juan School Di...
- Equipment Ordered in progress Greenwood Charter Sc...
- Equipment Ordered in progress Nebo School District
- Equipment Ordered in progress Daggett School Dis...
- Equipment Ordered in progress John Hancock Charter
- Equipment Ordered in progress Tuacahn High Sch...
- Equipment Ordered in progress Lincoln Academy
- Equipment Ordered in progress City Academy Charter
- Equipment Ordered in progress Beaverc... School...
- Equipment Ordered in progress Daggett School Dis...
- Equipment Ordered in progress Carbon School Dis...
- Equipment Ordered in progress Utah Community
- Equipment Ordered in progress Vanguard Academy

**Equip Ordered - Not Started (6)**
- Equipment Ordered New Endeavor Hall
- Equipment Ordered New Garfield School District
- Equipment Ordered New Dixie Montessori Academy
- Equipment Ordered New Ascent Academies of Utah
- Equipment Ordered New East Hollywood High School
- Equipment Ordered New Weillerman School of Discovery

**Contact Us (6)**
- question about Ekahau and p...
- New
- Stickers for CARES Project
- where on the site
- In Progress
- Project 32
- In Progress
- Create an Wrike account
- In Progress
- Stickers
- In Progress

**Issue Log (8)**
- RISK - Schools not able to...
- in progress Program Issues Log
- Jul 15
- Removing Ekahau due to...
- in progress Issues and Risk Log
- Jul 28
- 02 - Move all inactive Wi...
- in progress Program Plan +1
- Aug 6
- ISSUE: Collect data from ...
- in progress Program Issues Log
- Aug 7
- ISS... needed wh...
- in progress Issues Log
- Aug 7
- LATER (3)
- ISSUE: Managing based on fear
- New Program Issues Log
- ISSUE - LEAs do not receive P...
- in progress Program Issues Log
- New
- Need outside organization to...
ISSUE/RISK LOG

Anything that is preventing the program or projects from moving forward.

<table>
<thead>
<tr>
<th>Issue</th>
<th>Status</th>
<th>Date</th>
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<tr>
<td>Equipment Ordered</td>
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<td>Jul 31</td>
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<tr>
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<td>Jul 31</td>
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</tbody>
</table>

Contact Us

- Stickers for CARES Project
  - In Progress
- Where on the site
  - In Progress
- Project 32
  - In Progress
- Create an Wrike account
  - In Progress
- Stickers
  - In Progress

Submit

ISSUE: Collect data from ...
  - In Progress
  - Program Issues Log
- Is the photo needed wh...
  - In Progress
  - Issues Log

RISK - Schools not able t...
  - In Progress
  - Program Issues Log
- Removing Ekahau due to...
  - In Progress
  - Issues and Risk Log
- G2 - Move all inactive Wi...
  - In Progress
  - Program Plan
- ISSUE: Managing based on fear
  - New
  - Program Issues Log
- ISSUE - LEAs do not receive P...
  - In Progress
  - Program Issues Log
- Need outside organization to...
  - New
  - Issues Log
PROCUREMENT SUMMARY

THIS WEEK’S PRIORITY

• Provide an explanation of the procurement process for the department/university and how procurement on a project related to the CARES Act is in compliance with the department/university guidelines. Provide any relevant RFPs (Request for Purchase) related to the procurement process for the project.
ORDER EQUIPMENT

PAST DUE

- Ekahau pricing expires 8/21
- Who needs help?
- What can we do?
WRIKE TRAINING

VIEW, PROCUREMENT RULES SUMMARY, UPDATES
WRIKE VIEW

List view > Filter by all active > Priority by date
WRIKE TASK STATUS

Each Friday update the milestones or tasks are in progress or completed.
ADD PROCUREMENT RULES SUMMARY

Provide an explanation of the procurement process for the department/university and how procurement on a project related to the CARES Act is in compliance with the department/university guidelines.

<table>
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<tr>
<th>Description</th>
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<th>Status</th>
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<tbody>
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<td>Checklist for reimbursement (Packet)</td>
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<tr>
<td>Procurement Rules Summary</td>
<td>Aug 3</td>
<td>New</td>
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<tr>
<td>Purchase Order(s)</td>
<td>Aug 4</td>
<td>New</td>
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<tr>
<td>Packing Slip(s)</td>
<td>Aug 5</td>
<td>New</td>
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<td>Invoice(s)</td>
<td>Aug 6</td>
<td>New</td>
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<tr>
<td>Tagged Inventory</td>
<td>Aug 6</td>
<td>New</td>
</tr>
<tr>
<td>Installation of Inventory</td>
<td>Aug 7</td>
<td>New</td>
</tr>
<tr>
<td>Voucher(s) for Payment and Posting</td>
<td>Aug 7</td>
<td>New</td>
</tr>
</tbody>
</table>
PROJECT WIKI

Find the FAQ, links, meeting presentations, meeting agenda.
FAQ

Photo requirements, proof of purchase, packing slips (Ekahau and other).

Q: What if the vendor did not send a packing slip.
A: Anything document that has the serial number on it. We are checking if the invoice or other documents or something online. Stay tuned...

Q: How many photos do I take for the reimbursement?
A: Photo requirements
   ○ Take photos of at least one installation with the CARES sticker.
   ○ Tell a story
      ■ Do you have a unique install?
      ■ Show installs that are related to COVID that allow for safe distancing (outside, open areas, etc)?
      ■ Take a photo of the interior or exterior of buildings when you arrive at a site.

EXAMPLE BY IAN STOUT. The story shows the delivery of access points (AP), photos of AP installs with the CARES sticker, a unique install in the gym with a cover to protect it from being a target for basketballs! A close up of the cover for the access point.
K12 WIRELESS IMPROVEMENTS

Q&A