

# Government - Price Quotation

## DocuSign Government at Carahsoft



11493 Sunset Hills Road | Suite 100 | Reston, Virginia 20190  
Phone (703) 871-8500 | Fax (703) 871-8505 | Toll Free (888) 662-2724  
www.carahsoft.com | sales@carahsoft.com



**TO:** Michael Pegues  
Chief Information Officer  
City of Aurora  
44 E Downer Pl  
Aurora, IL 60507 USA

**FROM:** Stephen Workman  
DocuSign Government at Carahsoft  
11493 Sunset Hills Road  
Suite 100  
Reston, Virginia 20190

**EMAIL:** mpegues@aurora-il.org

**EMAIL:** Stephen.Workman@carahsoft.com

**PHONE:** (630) 256-3471

**PHONE:** (571) 662-3380

**FAX:** (703) 871-8505

**TERMS:** Contract Number: 18CPOGS006  
NASPO Master Contract Number: AR2472  
Contract Term: 08/07/2017 to 09/16/2026  
Shipping Point: FOB Destination  
Credit Cards: VISA/MasterCard/AMEX  
Remit To: Same as Above  
Payment Terms: Net 60 (On Approved Credit)  
Sales Tax May Apply

**QUOTE NO:** 42377829  
**QUOTE DATE:** 12/28/2023  
**QUOTE EXPIRES:** 02/27/2024  
**RFQ NO:**  
**SHIPPING:** ESD  
**TOTAL PRICE:** \$119,999.74  
**TOTAL QUOTE:** \$119,999.74

LINE NO.	PART NO.	DESCRIPTION	-	QUOTE PRICE	QTY	EXTENDED PRICE
1	APT-0372	Custom Engagement - Per Hour DocuSign, Inc. - APT-0372 Start Date: 02/01/2024 End Date: 01/31/2025		\$210.0840	COOP 120	\$25,210.08
2	APT-0011	DocuSign Retrieve DocuSign, Inc. - APT-0011 Start Date: 02/01/2024 End Date: 01/31/2025		\$0.0000	COOP 1	\$0.00
3	DSI-0000490-491	eSignature Enterprise Pro for State and Local Government - Env (Adopt.Accel.) DocuSign, Inc. - DSI-0000490 Start Date: 02/01/2024 End Date: 01/31/2025		\$6.4747	COOP 12,000	\$77,696.40
4	APT-0148	Enterprise Premier Support 22% of Recurring Fees (22% of List Price per \$100 of List License Fees) DocuSign, Inc. - APT-0148 Start Date: 02/01/2024 End Date: 01/31/2025		\$17,093.2628	COOP 1	\$17,093.26
<b>SUBTOTAL:</b>						\$119,999.74
<b>TOTAL PRICE:</b>						\$119,999.74
<b>TOTAL QUOTE:</b>						\$119,999.74

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### Product Details

eSignature Envelope Allowance: 12,000

### Scope of Work

#### 1. PERIOD OF PERFORMANCE

The Project shall commence on the Effective Date and shall continue until the Project completion criteria have been met. The Project will be complete when the earliest of the following occur:

1.1.1. All hours listed have been utilized.

1.1.2. Customer gives written notice that services are no longer needed.

1.1.3. Expiration date has been reached.

If Customer believes for any reason that the Project has not been completed consistent with the terms of this SOW, it will promptly notify DocuSign in writing, in no event more than thirty (30) days after receipt of DocuSign's completion notice, and the Parties' will discuss any issues in good faith. Unless Customer delivers a non-completion notice during the specified time, all aspects of the Project will be deemed accepted without objection by Customer.

#### 2. SCOPE

Customer is purchasing eSignature Consulting Services (Services) that may include:

? Establish Center of Excellence

? Establish Use Case Intake and Triage Process

? Prioritization of Use Case Deployments

? Sharepoint Online Connector

? Integration with Filebound for Document Repository-DocuSign Connect

? Training Sessions will include the COE Team and Department Heads

? Allow 2 Trainings per Session to accommodate

? DocuSign Basic Training: via DSU

? DocuSign 101 Web Application

? DocuSign Templates 101

? DocuSign Powerforms 101

? DocuSign Administrator 101

? DocuSign Advanced Training: DSU Optional

? Templates 201 - Advanced Recipient Workflow

? Templates 301 - Advanced Features

! Agreement Actions

! Bulk Sending

! Doc Visibility

? Org Admin Overview

? DocuSign API Overview

? Connect

? Retrieve - Optional

2.1. Strategic Advisory Services

2.1.1. Strategic services to identify, prioritize, develop and deploy use cases across Customer's organization

2.1.2. Establishing a centralized Center of Excellence (CoE) to aid enterprise-wide adoption.

2.1.3. Measuring, analyzing, and presenting project and program success metrics and ROI analyses to appropriate stakeholders within Customer's organization.

2.2. eSignature Professional Services

2.2.1. Feature and functional knowledge of the DocuSign eSignature product

2.2.2. Product and technical knowledge of the DocuSign eSignature product

2.2.3. General guidance and instruction on best practices

2.2.4. Implementation services

#### 3. ASSUMPTIONS

3.1. Services included are associated to DocuSign's eSignature product only. Should Customer require additional services associated to other DocuSign products, then a separate contract will be scoped and issued to accommodate additional services requests.

3.2. Services in this contract are non-refundable, fixed fee and will be invoiced up front, in full.

3.3. If Customer believes for any reason that the Services have not been completed, it will promptly notify DocuSign in writing, in no event more than thirty (30) days after receipt of DocuSign's completion notice, and the Parties' will discuss any issues in good faith. Unless Customer delivers a non-completion notice during the specified time, all aspects of the Project will be deemed accepted without objection by Customer.

#### 4. TERMS AND CONDITIONS

This Order Form covers the DocuSign Products and Services described herein and is governed by DocuSign's Corporate Subscriber Terms and Conditions available online at: <https://www.carahsoft.com/Eula/DocuSign>

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Customer must reference Quote number on Purchase Order.

Should Customer purchase via Reseller all terms of Carahsoft Quote must be incorporated in Reseller quote and Customer Purchase Order to Reseller.

Any increase in subscription and support pricing will be in accordance with DocuSign's pricing and policies in effect at the time of the renewal or as otherwise agreed to by the parties.

Licensee agrees that any order for DocuSign will be governed by the terms and conditions of the Carahsoft DocuSign Service Agreement copies of which are found at [https://static.carahsoft.com/concrete/files/2616/5962/5258/DocuSign\\_Master\\_Services\\_Agreement\\_fo\\_Public\\_Sector.pdf](https://static.carahsoft.com/concrete/files/2616/5962/5258/DocuSign_Master_Services_Agreement_fo_Public_Sector.pdf) and all Schedules and Documentation referenced by the Terms are made a part hereof. The parties agree that any term or condition stated in a Customer purchase order or in any other Customer order documentation (excluding Quotes) is void. In the event of any conflict or inconsistency among the following documents, the order of precedence shall be: (1) the applicable Quotes (and their Contract Vehicle), (2) the TOU, and (3) the Documentation. Licensee acknowledges it has had the opportunity to review the Terms, prior to executing an order.

Should the customer purchase any version of DocuSign's IL-4 licensing the below terms will apply.

Reference the Memorandum previously provided to DISA Authorizing Official (dated October 22, 2023) detailing the Provisional Authorization (PA) granted by DISA, exceptions to/exclusions from the PA, and conditions DocuSign is required to meet in order to maintain the PA for U.S. Department of Defense Impact Level 4 (DoD/IL-4). Customer agrees:

- not to use DocuSign DoD/IL-4 in production without a BCAP connection (or DISA approval);
  - not to process, store or transmit IL-4 production data without a BCAP connection to NIPRnet; o not to use DocuSign DoD/IL-4 to connect to any DocuSign services or applications via an unauthorized endpoint outside of the NIPRnet or non-BCAP connections;
  - Customer is responsible for any Customer Data sent to third party applications (regardless of whether such third-party applications are IL-4 certified);
- Enterprise Premier Support for IL-4 customers is available from 9:00am - 8:30pm Eastern Standard Time.