Proposal Pack Sample

Harbor Point Offices - Low Voltage Refresh

A fictitious example showing how DevCat turns rough field scope into a document that is clean for the client and detailed enough for the installer.

This sample is not a real quote. It demonstrates the type of deliverable DevCat can produce from messy notes, screenshots, product lists, drawings, and pricing fragments.

Package	Best For	Typical DevCat Output
Document Sprint	Single technical doc or product passport	Clean PDF + editable source
Proposal Pack	Client proposal + installer scope	Narrative, SoW, device matrix, assumptions, follow-up copy
Ops Retainer	Repeated documentation and workflow work	Recurring docs, CRM cleanup, reminders, mini-automations

What the client sees

Harbor Point Offices is refreshing its access control, CCTV, intercom, and network backbone across a 24,000 sq ft multi-tenant office building. The recommended package prioritizes secure entry, reliable camera coverage, clean remote management, and a deployment plan that avoids disrupting tenants during business hours.

Commercial summary

Area	Recommended Outcome
Access	Replace standalone door control with cloud-managed access on three exterior doors and two interior secured rooms.
Video	Deploy 14 fixed cameras covering entrances, reception, loading, hall intersections, and parking approach.
Intercom	Install one video intercom at the main entrance with mobile app answering and visitor release.
Network	Create a dedicated low-voltage equipment network with PoE switching, UPS, labeling, and patch documentation.
Delivery	Stage work over two evenings and one weekend window to reduce tenant disruption.

Scope of Work

Client-ready scope

- Survey existing cabling, head-end space, door hardware, and camera mounting positions.
- Install and label new CAT6 drops for cameras, intercom, access hubs, and network uplinks.
- Deploy access control for five openings, including reader placement, strike coordination, and unlock schedule configuration.
- Deploy camera coverage with a minimum 30-day retention target, subject to final storage sizing.
- Configure admin users, mobile notifications, site map naming, and a clean device naming convention.
- Provide closeout pack with device list, port map, admin notes, and owner handoff checklist.

Installer-facing detail

Zone	Devices	Notes
Main entrance	1 intercom, 1 reader, 2 cameras	Coordinate intercom height, door release path, and visitor notification testing.
Rear/service entrance	1 reader, 1 camera	Weather-rated mounting and conduit path review before final hardware order.
Reception/security room	1 reader, 1 camera	Secure admin room door; camera angle must avoid monitor glare.
Tenant hallway intersections	6 cameras	Use ceiling or wall mounts depending on tile access and cable route.
Parking approach/loading	4 cameras	Prioritize plate approach overview, not guaranteed LPR without dedicated camera.

Assumptions and exclusions

- Final device counts subject to site survey and owner approval.
- Electrical work, door hardware replacement, and fire alarm tie-in are excluded unless explicitly added.
- Customer will provide internet access and authorized admin contact for cloud account setup.
- After-hours access to common areas is required for installation windows.

Device Matrix and Delivery Plan

Category	Qty	Purpose	Installer Notes
PoE cameras	14	Coverage for entrances, halls, reception, loading, parking approach	Confirm lens/FOV before final order.
Access readers	5	Exterior and secured interior entry	Coordinate reader height and ADA clearance.
Access hubs/controllers	3	Door control and lock relay	Mount near protected power and network.
Video intercom	1	Visitor calling and mobile release	Test mobile app answer/release flow.
PoE switch	1	Dedicated device network	Label all patch ports and reserve 20% capacity.
UPS	1	Short runtime during brief power events	Runtime target to be finalized.

Implementation sequence

Step	Work	Output
1	Site survey and discovery	Marked plan, device matrix, cable route notes
2	Proposal and owner approval	Final scope, assumptions, price basis
3	Pre-stage and labeling plan	Device naming, port map, install packet
4	Cabling and mounting	Labeled drops, mounted devices, photo log
5	Configuration and QA	Users, schedules, recordings, notifications, remote access
6	Handoff	Admin notes, support path, closeout PDF

Quality checks

- Each camera must be named by floor/zone/function.
- Each access point must be tested for read, unlock, schedule, and forced-open/held-open behavior if supported.
- Owner handoff must include admin login owner, warranty path, device inventory, and change log.
- Any field deviation must be documented before invoicing.

Why DevCat Exists

A contractor often has enough information to sell the job, but not enough time to turn field knowledge into a polished client document. DevCat packages the messy middle: rough scope, product notes, photos, sketches, pricing fragments, and installer constraints.

Before DevCat

- Notes scattered across texts, PDFs, screenshots, and field memory.
- Proposal language is rebuilt from scratch every time.
- Client version and installer version drift apart.
- Follow-up email is written late, or not at all.

After DevCat

- Client-facing proposal is clean, concise, and commercially useful.
- Installer-facing scope preserves details, assumptions, and field constraints.
- Reusable structure improves the next proposal.
- Human review stays in the loop for technical and commercial accuracy.

To start a real request, send the messy inputs to angelios@vega-ai.ca with the goal, audience, files or links, and deadline.

DevCat - technical chaos in, client-ready work out.