



Whitfield County Schools

1306 South Thornton Avenue, Dalton, Georgia 30721

wcsga.net • (706) 217-6780

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Request for Proposal

For

Technology for Valley Point Middle

For The

Whitfield County Schools

Purchasing Department

1030 Hill Road

Dalton, GA 30721

RFP # WCS-IT-2019-003

January 23, 2019

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SECTION 1.0

NOTICE TO INTERESTED COMPANIES

- 1.1 Product / Service: **Technology for Valley Point Middle**
- 1.2 Owner: **Whitfield County Board of Education
1306 South Thornton Ave.
Dalton, Georgia 30720**
- 1.3 Representative of Owner: **Jim Fugate
Procurement Officer**

1.4 Anticipated Time Frames:

Issue RFP to market	January 23, 2019
Pre-Proposal meeting	N/A
Questions on RFP due	February 6, 2019
Response to questions posted	February 8, 2019
RFP responses due in Procurement Office by 2:00pm	February 13, 2019
Proposal Evaluations	February 20, 2019
(Optional) Vendor Presentation/Interview	TBD
Recommendation to Whitfield County Board	TBD

END OF SECTION

SECTION 2.0

GENERAL INSTRUCTIONS

2.1 QUESTIONS

All questions are to be submitted on Vendor Registry at:

www.wcsga.net/purchasing -> OPEN SOLICITATIONS

2.2 MANDATORY PRE-PROPOSAL MEETING

A mandatory Pre-Proposal meeting will be held on:

N/A

2.3 SUBMISSION

All proposal submissions must contain both **2 Hard Copies and a PDF version on a USB drive or CD/DVD**, be clearly marked **“PROPOSAL – RFP WCS-IT-2019-003”** and submitted to:

Jim Fugate
Procurement Officer
1030 Hill Road
Dalton, Georgia 30721

OR

You may submit electronic version on Vendor Registry to meet deadline. However, hard copies must be received within 2 business days for proposal to be considered.

www.wcsga.net/purchasing -> OPEN SOLICITATIONS

2.4 SUBMISSION DEADLINE

Proposals must arrive no later than **2:00 pm (EST) on February 13, 2019**

2.5 EVALUATION

Proposed product / services will be evaluated by a team representing the different departments involved within Whitfield County Schools and a decision will be reached by consensus of all parties involved as to the suitability and appropriateness of the product / services. All companies who submit a proposal will be notified of the final award. **See Section 9.0 for evaluation matrix.**

2.6 FUNDING

This proposal is based on available funding; therefore, work cannot begin until Whitfield County Schools has issued a Purchase Order.

2.7 COSTS

Full cost of preparation is to be borne by the quoting company.

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2.8 SIGNATURE

Proposals must be signed in ink by a company official with authorization to commit company resources.

2.9 SELECTION

The Whitfield County Board of Education reserves the right to 1) reject any or all proposals; 2) waive informalities and irregularities in proposals received; 3) select one that the Board considers the most advantageous for the Board.

2.10 PAYMENTS

Payment for product / services received will be made on a monthly basis after the invoice is approved by the **Technology Director**. Payment shall be made within a reasonable timeframe. The Whitfield County School District is exempt from all state sales tax and federal excise tax. These taxes must be deducted from any proposal.

2.11 SITE INSPECTION

The sites should be thoroughly examined in relation to conditions that might directly or indirectly affect the work required in this proposal. The proposal sum shall reflect all such affecting conditions. Proposers shall be responsible for verifying all dimensions that may affect the work.

2.12 INSURANCE

The proposer shall purchase and maintain in force the following kinds of insurance for operations under the contract as specified. Insurance certificates in the amounts shown and under the conditions noted shall be provided to the District before the commencement of any work:

- 1) Commercial/Comprehensive General Liability
 - a) \$1,000,000 Bodily Injury Per Person
 - b) \$1,000,000 Bodily Injury Aggregate Limit
 - c) \$ 500,000 Property Damage Per Occurrence
 - d) \$1,000,000 Property Damage Aggregate Limit
- 2) Comprehensive Automobile Liability
 - a) \$1,000,000 Property Damage Per Occurrence
- 3) Workmen's Compensation and Employer's' Liability
 - a) \$ 500,000 Bodily Injury Per Person
- 4) Umbrella or Excess of Loss Coverage
 - a) \$10,000,000 Per Occurrence
- 5) The proposer will provide an insurance certificate with 21 days after acceptance of contract.
- 6) Whitfield County School District must have 10 days notice of cancellation or change in insurance coverage and give its approval.

The District shall be named as an additional insured by Endorsement on the proposer's policy as to the subject contract.

2.13 E-VERIFY AFFIDAVIT

Proposer shall complete and include with RFP response an E-Verify affidavit that may be downloaded from our web site at:

www.wcsga.net/purchasing

2.14 NON-COLLUSION CLAUSE

By signing this document, the contractor certifies that this proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting an offer for the same items, and is in all respects fair and without collusion or fraud. The contractor certifies that collusive bidding is a violation of federal law and can result in fines, prison sentences and civil damage awards.

2.15 GOVERNING LAW

THESE TERMS AND CONDITIONS, ANY STATEMENTS OF WORK AND THE SERVICES HEREUNDER WILL BE GOVERNED BY THE LAWS OF THE STATE OF GEORGIA, WITHOUT REGARD TO CONFLICTS OF LAWS RULES. ANY ARBITRATION, ENFORCEMENT OF AN ARBITRATION OR LITIGATION WILL BE BROUGHT EXCLUSIVELY IN GEORGIA, AND CUSTOMER CONSENTS TO THE JURISDICTION OF THE FEDERAL AND STATE COURTS LOCATED THEREIN, SUBMITS TO THE JURISDICTION THEREOF AND WAIVES THE RIGHT TO CHANGE VENUE. CUSTOMER FURTHER CONSENTS TO THE EXERCISE OF PERSONAL JURISDICTION BY ANY SUCH COURT WITH RESPECT TO ANY SUCH PROCEEDING. Except in the case of nonpayment, neither party may institute any action in any form arising out of these Terms and Conditions more than one (1) year after the cause of action has arisen. The rights and remedies provided Seller under these Terms and Conditions are cumulative, are in addition to, and do not limit or prejudice any other right or remedy available at law or in equity.

2.16 INDEMNIFICATION

The vendor shall indemnify, hold harmless and defend the Board, its agents, servants and employees from and against any and all claims, liability, losses, charges, expenses (including attorney fees) and / or cause of action, which may arise from any negligent act, or omission of the vendor, its agents, servants, or employees in the performance of services under this contract.

Nothing contained herein is intended to be a waiver in any respect whatsoever of the Board's right to assert under any circumstances whatsoever its claims of governmental and or official immunity from any liability or damages asserted against it by any natural person or entities created by law.

2.17 AWARD

The Whitfield County School District may elect to make an award offer without conducting interviews or negotiations. However, after the proposals have been reviewed, the Evaluation Committee may elect to interview selected proposers. The committee may then enter into additional negotiations.

2.18 CONTRACT

If applicable, it is the full intent, assuming that satisfactory proposals are received, to award a contract. If an award is made it will be for a period beginning on the date the contract is signed by both parties and ending December 31 of the current year at a fixed price, with the ability of Whitfield County School District to renew the contract for four (4) additional one year terms. A termination for convenience provision will be included. The contract must comply with O.C.G.A. § 20-2-506. Renewals will be made based upon the recommendations of the authorized representatives of Whitfield County School District and the proposer. In case of extensions, the cost which was submitted in the proposer's proposal may be increased or decreased.

2.19 TRANSFER

No contract or its provisions may be assigned, sublet, or transferred without written consent of the District.

2.20 TERMINATION

Whitfield County School District reserves the right to cancel the contract upon thirty (30) days written notice to the proposer, with or without cause.

2.21 TOBACCO/ALCOHOL/DRUGS

All forms of tobacco products, alcohol, and drugs are prohibited on District property.

2.22 PROPOSER'S EMPLOYEES

2.22.1 All matters pertaining to recruiting, screening, hiring, compensating, retaining, and terminating shall be the exclusive responsibility of the proposer. These matters shall be done fully in compliance with all state and federal statutes and regulations pertaining to affirmative action, non-discrimination, wage and hour, insurance, and any other stipulations prudent to employee management.

2.22.2 Employees shall be of good integrity and character. **Whitfield County School District policy requires that all contractors, consultants, or vendors providing services on Whitfield County Schools premises be fingerprinted and submit to a criminal background check, initiated by Whitfield County Schools, prior to providing services to the District.** There is a fee associated with the background check that is payable online at time of registration for fingerprinting of each applicant. The payment of this

fee is the sole responsibility of the contractor, consultant, vendor or the employing company.

- 2.22.3 Only those employees who have been properly trained shall be assigned duties under this proposal.
- 2.22.4 Any employee whose work habits and/or conduct are deemed objectionable shall be removed from the School District upon request of the Maintenance Director.
- 2.22.5 All employees shall be dressed in a manner authorized by the proposer and in accordance with the Whitfield County Schools Employee dress code which may be found at: <http://files.wcsga.net/support-services/WCS-Staff-Dress-Code.pdf> . **Uniforms shall be worn which fully identify the employee as a member of the proposer's work force.**
- 2.22.6 All vendor vehicles must be clearly marked with company name and logo to identify ownership.

END OF SECTION

SECTION 3.0
PROPOSAL FORM

For The General Proposal for the Product or Service:
Technology for Valley Point Middle

ADDRESSED TO: Jim Fugate
Whitfield County Schools
1030 Hill Road
Dalton, Georgia 30721

Dear Jim Fugate,
Having carefully examined the Request for Proposal

Titled: Technology for Valley Point Middle

Dated: January 23, 2019

Having also examined/understood the site of the work, existing conditions, and all other conditions affecting the work on the above-named project, the Undersigned hereby proposes to furnish all materials, labor, equipment, tools, transportation, services, licenses, fees, permits, etc., required by said document to complete all divisions of the Work stipulated above for the sum included in this proposal.

Respectfully submitted:

Contractor/Vendor (Company Name)

Representative (Name and title)

Signature

Business Address

Federal I.D. Number

END OF SECTION

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SECTION 4.0

SELECTION CRITERIA

Selection of the company and system will be based on the following standards. Four rubrics will be used to assist with the selection of the company. The rubrics will deal with 1. proposal, 2. cost, 3. technical, and 4. references.

PRICE ALONE WILL NOT BE THE SOLE DETERMINING CRITERIA IN THE SELECTION PROCESS.

4.1 COST

4.1.1 Determination based on price proposal.

4.2 PROPOSAL CRITERIA

4.2.1 Proposal submitted on time.

4.2.2 Requirements met as included in Section 2.0 General Instructions.

4.2.3 Requirements met as included in Section 5.0 Proposal Requirements.

4.2.4 Requirements met as included in Section 6.0 Product/Service Requirements.

4.2.5 WCBOE is not obligated to consider responses from offerors who are deemed non-responsive. Non-responsive offerors are those who submit proposals that do not unequivocally agree to perform the exact work / provide products as reflected in the RFP, or have material omissions or unapproved substitutions.

4.2.5 WCBOE is not obligated to consider responses from offerors who are deemed to be not responsible. Offerors will be considered responsible if they possess the judgement, skill, experience, financial resources, personnel, facilities, equipment and integrity necessary to perform the contract.

4.3 TECHNICAL

4.3.1 Determination based on specifications included in Section 6.0 and Section 8.0

4.3.2 Performance Requirements.

4.3.3 Appropriateness for the tasks required.

4.3.4 Equipment / Services proposed.

4.4 REFERENCES / EXPERIENCE

4.4.1 Information received from contacting references.

4.4.2 WCBOE past experience with the offeror.

Whitfield County Board of Education reserves the right to make its selection of an approved vendor based on what it deems to be in the best interest of Whitfield County Board of Education. The Request for Proposal does not in any way obligate Whitfield County Board of Education to award a contract, nor to pay any cost which might be incurred by anyone in responding to this request.

END OF SECTION

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SECTION 5.0

PROPOSAL REQUIREMENTS

5.1 Proposal Requirements:

The proposal must include the following items in a systematic organization in order specified to be considered a complete proposal:

TAB 1 Understanding and Ability to meet all RFP Requirements

1. Cover letter of introduction of company.
2. Section 3.0 Proposal Form signed by a representative authorized to legally bind the company.
3. Acknowledge receipt of any amendments.
4. Completed copy of E-Verify form.
5. How long in business (submit date organized).
6. Submit number of employees currently on payroll.
7. Submit a summary of understanding of the requirements and the management capabilities to fulfill the requirements.

TAB 2 Satisfactory Record of Performance

1. Submit experience in school facilities of similar size.
2. Provide minimum of three (3) references for clients of similar size who have received the exact or substantially identical product or service. The client list should include: Company name, mailing address, contact name, telephone number, project scope and dates of service.

TAB 3 Training, Qualifications and Experience of key personnel who will be assigned to this project.

1. Submit name, experience, training, certifications and qualifications of key personnel to be assigned to this contract.

TAB 4 Cost

1. Submit total cost of proposal with adequate detail to identify cost of separate classifications of products / services.

TAB 5 Additional information not requested.

END OF SECTION

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SECTION 6.0

PRODUCT / SERVICE REQUIREMENTS

6.1 GENERAL REQUIREMENTS

6.1.1 All product and installation that is being provided by vendor shall be coordinated with Whitfield County Schools in conjunction with the construction schedule for Valley Point Middle School.

6.1.2 **You may offer up equivalent product or solutions to what is listed below.**

6.1.3 You are not required to respond to every item requested below. Please respond to only the parts you are interested in.

6.1.4 Vendor must provide a scope of work for any installations they will be providing.

6.1.5 The following sections will require that you comply with section 7 "Vendor Experience". 6.3.4, 6.3.5, 6.3.8, 6.3.9

6.1.6 Vendor is required to include any mounting hardware needed for specified devices.

6.2 SERVICE LEVEL AGREEMENT

6.2.1 Please include any SLA or Warranty that you offer for you product.

6.3 THE WORK/PRODUCT

6.3.1 – Classroom Tech

- A. 27 x Casio XJ-F100W projector
- B. 30 x Airtame 2 with POE Adapter and wired network connection
- C. 3 x 60" interactive touch panel with 5 year warranty including rolling cart

6.3.2 – Security Cameras

- A. 1 x Hanwha PNP-9200RH
- B. 16 x Hanwha / Samsung PNM-9020V
- C. 48 x Hanwha / Samsung SNF-8010VM
- D. 6 x Hanwha / Samsung XNV-6080R
- E. 48 x Caddy SCMKC Camera mounting Kit
- F. 48 x Steel City 52151-1/2 1900 BOX
- G. 48 x RACO 768 Mudring
- H. 1 x Hanwha SBP – 300WM1

6.3.3 – Network

- A. See Parts list for network [Click Here](#)

Items in Yellow are only required if quoting Cisco wireless controller.

Provide setup and training.

6.3.4 – Paging

- A. 140 x VE9022A-2 2X2 LAY IN SPEAKER
- B. 32 x V-1030C 5 WATT HORN
- C. 1 x VE6025 APPLICATION SERVER
- D. 1 x VALCOM VE8048R NETWORKED INPUT & RELAY MODULE
- E. 1 x VALCOM VE8014BR QUAD NETWORK STATION PORT
- F. 3 x VALCOM VE8004BR QUAD NETWORKED PAGE ZONE EXTENDER
- G. 4 x VALCOM VP-4124D POWER SUPPLY

6.3.5 – Access Control

- A. 2 x S2-NN-E-WM Network Node
- B. 9 x S2 ACM Expansion Control Module
- C. 17 x HID TL5395CG100 Thinline Card Reader (Single Gang)
- D. 2 x Altronix 12/24VDC 16 Output Power Supply
- E. 17 x Plug to Electric Strike on Center Post
- F. 6200 x Genesis WG-31955099 Plenum Shielded Composite Cable
- G. Install Access Control on Doors 17 Locations

6.3.6 – UPS Battery

- A. 1 x Eaton Powerware 9355
- B. 1 x Eaton Powerware Three-Phase Series 9 PW9355 3-Breaker Maintenance Bypass Panel
- C. Eaton Flex Onsite – Extended Service Agreement 5 Years – On Site
- D. Eaton Powerware Preventive maintenance – Technical Support – 5 Years

6.3.7 – Multimedia

6.3.7.1 – Gymnasium

- A. 6 x 12" DAS Artec 312.96W Main Speakers
- B. 2 x 10" DAS Artec 310.96W Main Speakers
- C. 2 x 2 Channel Lab Gruppen Amplifier
- D. 1 x Denon DN-410x Mixer
- E. 8 x Mounting Brackets for Speakers
- F. 1 x Isopod for quick, phone only connection
- G. 2 x Sennheiser EW-100-835 G4
- H. 1 x Tripp Lite 12U space wall rack
- I. 1 x Technical Pro Surge9 9 outlet switched power supply
- J. 2 x XLR Connectors (floor mount)

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- K. 1 x Soundcraft Notepad 8FX mixer (for use on floor)
- L. 1 x Denon DN500CB CD player with Bluetooth

*Wiring should be included in installation

** All wiring should be a minimum of 14ga -16ga

6.3.7.2 – Multi Purpose Room

- A. 4 x NEC NP-P502WL-2 HDBaseT
- B. 4 x Peerless PRG-UNVW universal mounts
- C. 4 x Premier Drop Ceiling Mount PP-FCTA-QL
- D. 4 x Peerless 6" extension pipe EXT-006
- E. 1 x Tripp Lite 10U wall rack
- F. 1 x Denon DN-500CB CD Player
- G. 2 x Sennheiser EW-100-835 G4 wireless handheld mic
- H. 1 x Klark Teknik DM8000 10x6 DSP
- I. 1 x Lab Gruppen E12:2 Power Amp
- J. 28 x Tannoy CVS6 6" Ceiling Speakers
- K. 2 x FSR Flex LT200 Touch Wall Controllers
- L. 4 x FSR HD-H-SP-RX HDBaseT RX Receivers
- M. 4 x FSR HD-HPCUWP-TX HDMI/VGA with audio Wall Plates
- N. 2 x FSR DV-HSW4K-41 4x1 Switcher with RS232
- O. 4 x FSR DV-HDA12AUD 1x2 Distribution Amp
- P. 4 x FSR HD-H704KSP TX/RX HDBaseT Kit

6.3.7.3 – Concessions between Baseball and Football Fields.

- A. 4 x JBL AWC129 All Weather Speakers
- B. 2 x Crown XLS 2502 Power Amp
- C. 1 x Denon DN-410X Mixer
- D. 1 x Denon DN-500CB
- E. 1 x Tripp Lite 10U wall rack
- F. 1 x Technical Pro Surge9 9 outlet switched power supply
- G. 1 x AKG D5 switched wired dynamic mic
- H. 1 x Table top mic stand
- I. 2 x Whirlwind XPS1x2 Mic splitter

6.3.8 – AiPhone

- A. 1 x Aiphone ix-mv ip video master station
- B. 1 x Aiphone ix mobile mobile device sub master app
- C. 1 x Aiphone ry-ip44 input/output network adaptor
- D. 1 x Aiphone w-din11 din rail mounting bracket
- E. 1 x Aiphone ps-1225ul 12vdc power supply
- F. 1 x Aiphone ix-df-hid video door station w/ reader
- G. 1 x Aiphone sbx-isdvf stainless steal smb

6.3.9 – Lockdown Switch

- A. 2 x Emergency Pull Station : SDC-492
- B. 2 x STI-13240CB blue pull station cover w/o horn
- C. 6 x FM-998 Door holder w/magnet
- D. 18/4 Wire – See drawings for distances
- E. 1 x Altronix al400ulacm power supply

Vendor will be required to install lockdown system to function with access control system and fire alarm as to allow for specified doors to be locked down.

6.4 THE FACILITIES WHERE WORK IS TO BE PERFORMED

Valley Point Middle School – New Construction
3796 South Dixie Hwy
Dalton, GA 30721

END OF SECTION

SECTION 7.0

ADDITIONAL INFORMATION

Vendor Experience: The selected Vendor shall be fully capable and experienced in the **system** specified. To ensure the system has continued support, WCS will contract only with Vendors having a successful history of sales, installation, service, and support. During the evaluation process, WCS may, with full cooperation of The Vendors, visit The Vendors' places of business, observe operations, and inspect records. The Vendor must have a minimum of **five (5) years** of experience.

The Vendor must have an **RCDD®** (*Registered Communications Distribution Designer*) on staff that will be ultimately responsible for this project. The RCDD must have sufficient experience in this type project as to be able to lend adequate technical support to the field forces during installation, during the warranty period, and during any extended warranty periods or maintenance contracts. A resume of the responsible RCDD must be attached to The Vendor's response for evaluation by WCS. Should the RCDD assigned to this project change during the installation, the new RCDD assigned must also submit a resume for review by WCS.

If, in the opinion of WCS, the RCDD does not possess adequate qualifications to support the project, WCS reserves the right to require The Vendor to assign an RCDD who, in WCS's opinion, possesses the necessary skills and experience required of this project. The Vendor's Lead Technician must be BICSI Certified at the Technician Level and/or be certified by the manufacturer to install those products that are covered under the proposed manufacturer's warranty. The project shall be staffed at all times by Installers and Technicians who, in the role of lead craftspersons, will be able to provide leadership and technical resources for the remaining craftspersons on the project. Of those employees assigned to this project by The Vendor, at least 30 percent of the installation personnel shall be BICSI Registered Telecommunications Installers and/or be certified by the manufacturer to install those products that are covered under the proposed manufacturer's warranty. Installation personnel shall meet manufacturer's training and education requirements for implementation of the proposed extended warranty program. A copy of their personal registrations must be submitted in The Vendor's response to this RFP.

To provide assurance to WCS that the structured cabling system being proposed has been properly designed and will be professionally installed the Contractor must provide evidence of manufacturer certification with regards to the solution being proposed. A copy of The Vendor's registration (In the Company's Name) must be submitted in The Vendor's response to this RFP.

As part of the response, the vendor must provide proof of above qualifications including:

- ✓ RCDD
- ✓ BICSI Registered Installers and Technicians
- ✓ Personal/Individual Manufacturer certificates/registrations for the proposed manufacturer
- ✓ Certificate(s) stating vendor as a “manufacturer authorized” copper/UTP structured cabling installer or similar designation.

Statement indicating length of time the company has been providing structured cabling services.

END OF SECTION

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SECTION 8.0
ADDITIVE / ALTERNATE

END OF SECTION

SECTION 9.0 EVALUATION MATRIX / COMMITTEE

RFP Respondent Selection Matrix Technology for Valley Point Middle WCS-IT-2019-003

Categories

Respondents	Score	Weighted	Score	Weighted	Score	Weighted
Price	30%	0		0		0
Met RFP Response Requirements	25%	0		0		0
WCS Experience with Company / References	15%	0		0		0
Quality of equipment	15%	0		0		0
Management Expertise	10%	0		0		0
Personnel Experience	5%	0		0		0
Total Points	100%	0	0	0	0	0

Score 1-5, 5 being the best. Ties are allowed.

Note: All RFP requirement must include Certificate of Insurance that meets RFP stated requirements.

Signed

Date

Craig Paluszcyk - Network Admin

Tim Shaver - Technology Director

William Cantrell - Telecom Manager

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