

Pittsburg State University
Request for Proposal

RFP Number	001562
Date Issued	March 1, 2021
Closing Date	March 11, 2021; 2:00pm local time
Procurement Officer	Brad Stefanoni; 620.235.4169; bstefanoni@pittstate.edu
Item	Campus Surveillance Camera Installation
Agency & Location	Pittsburg State University (PSU) in Pittsburg Kansas
Scope	PSU is seeking proposals for installation service of surveillance cameras on campus.
Bid Submittal	Submit bid by e-mail to bstefanoni@pittstate.edu

1. When communicating, always refer to the proposal number above.
2. In order to receive consideration for award, one copy of this “Request for Proposal,” must be returned to Pittsburg State University no later than the specified closing time. The University is not responsible for late proposals.
3. All prices, terms, and conditions must be shown. Additions or conditions not shown on this bid will not be allowed.
4. Prompt payment discounts will not be considered in determining the low proposal.
5. Prices proposed shall be less Federal Excise and State Sales taxes.
6. The PSU Director of Purchasing reserves the right to accept or reject any part of this Proposal.
7. RFP results will not be given to individuals over the phone. Written bid results may be obtained by written request from the procurement officer.
8. Contractual Provisions Attachment DA-146a applies to all PSU RFPs.
9. It is hereby agreed that the bidder will, if required by law, comply with the Kansas Act Against Discrimination, K.S.A. 44-1030 et. Seq.
10. PSU reserves the right to award in the best interest of the university.

Vendor Name	
Total Price Proposed	

- Vendors interested in scheduling a walkthrough of the site for the addendum quote scope please contact **Ed Meyer** at either 620-235-4770 or emeyer@pittstate.edu
- Vendors interested in scheduling a walkthrough of the site for camera installation quote scope please contact **Kevin Vanlanduit** at 620-235-4171 or kvanlanduit@pittstate.edu

Pittsburg State University is seeking proposals for installation service of surveillance cameras on campus per the following scope of work:

The contractor will be responsible for the installation of all required network infrastructure. The contractor will also be responsible for the installation of the cameras and wireless access points, applicable software to be provided by PSU. Network cabling and necessary infrastructure will be installed and cameras will be added to a system that consists of IP cameras, digital storage media, system control software, communications equipment, power supplies and all ancillary materials necessary to provide a complete and functioning system. All bids are to be submitted in accordance with the contract documents and the following specifications.

Cameras:

The completed system shall consist of IP cameras as specified and distributed in accordance with the plans and specifications.

Cameras and access points will connect to the local area network at each site via the closest IDF to the camera or access point. Cameras and access points will be powered via POE switches to be located at each intermediate distribution facility. Rack space will be provided for in the existing IDF racks. Contractor shall provide and install all CAT6 cabling to connect new cameras and access points to existing network infrastructure. University to provide network switches, cameras and access points.

Contractor shall be responsible for mounting and focusing cameras at the general locations noted in the Bid documents.

Incidental Materials, Equipment and Work:

It is the intent of this project to provide a complete and functional system that meets the requirements and expectations of Pittsburg State University. The contractor shall include in their proposal all equipment, components, materials, labor, and services to provide, install and make a completely functional system.

It is the responsibility of the contractor to furnish a complete system. It is, therefore, incumbent upon the contractor to leverage their experience and expertise and to include all incidentals necessary to complete the work. Incidental materials equipment and work includes all ancillary and specialized equipment necessary to complete the work.

Network:

The contractor shall work with the University's IT staff for each camera and access point to be installed on campus. The University IT staff will develop the IP scheme that is to be used on campus. The contractor shall utilize the network ports as specified by IT staff.

Contractor will provide all CAT6 indoor/outdoor shielded/unshielded network cabling, keystone jacks, patch panels, CAT 6 indoor/outdoor patch cables, surface mount boxes, surface raceway (flat/elbows/junction boxes, etc.), conduit, Velcro, cable mounting hardware, j hooks/j hook rods, and any other consumables or equipment necessary to complete the installation of network cabling required to complete the installation of the IP camera system as specified. No change orders will be allowed, contractor is required to perform due diligence during the bidding period including assessment of the ability of existing pathway to accommodate network cabling for camera and access point installation.

Cameras:

Pittsburg State University will provide Axis IP cameras and Ubiquiti access points in accordance with the plans and specifications for contractor installation and configuration. Please see attachments for detailed specification of cameras to be provided by Pittsburg State University. The contractor is responsible for installing access points and installing, configuring, and focusing cameras as per the school site security requirements.

Two addendum quotes for Bicknell and Plaster parking lot power:

Addendum quote A: Contractor run power to two existing poles in Plaster/Bicknell lots. (one pole location in Bicknell Parking lot and one in the Plaster parking lot) This entails boring under pavement to install new conduit from Farm Show electric service and pulling 120-volt power through new conduit. This conduit would be surface mounted at base of light pole, then connected to the pole and wires fished to camera location. This also requires that the Farm Show electric service concrete pad to be cut or core drilled to avoid surface mount conduit on pad.

Addendum quote B: Install additional wiring as needed to supply 120-volt camera power to two pole lights (one pole location in Bicknell Parking lot and one in the Plaster parking lot). Wiring is to be added to existing pole wiring utilizing the existing underground conduits that originate in the two buildings.

PSU reserves the right to award in the best interest of the university.

Building	Axis Camera Model
Axe Library	Q6010-E/Q6125-LE
Bickell Family Center for the Arts	Q6000-E/Q6125-LE (Line of Sight)
	AP
	P3228-LVE
	P3228-LVE
	P3228-LVE
Bowen Hall	P3245-LVE
	P3245-LVE
	P3228-LVE
Crimson Commons	P3228-LVE
	P3228-LVE
	P3807-PVE
	P3807-PVE
	P3807-PVE
	P3807-PVE
	P3807-PVE
	P3807-PVE
	P3807-PVE
Dellinger Hall	P3717-PLE
	P3807-PVE
	P3228-LVE
East Stadium	Q6010-E
Gibson Dining Hall	P3807-PVE
Grubbs Hall	P3228-LVE
	P3228-LVE
	P3717-PLE
Hartman Hall	P3717-PLE
Bryant Student Health Center	P3228-LVE
	P3228-LVE
	P3228-LVE
Horace Mann Hall	P3225-V
	P3225-V
	P3245-LVE
McCray Hall	P3245-LVE
Nation Hall	P3245-LVE
	P3245-LVE
	P3228-LVE
	P3807-PVE
Oval	P3717-PLE (Line of sight)
	AP @ Student Center
Physical Plant	P3717-PLE
	P3717-PLE
Student Recreation Center	Q6010-E
Russ Hall	P3807-PVE
	P3807-PVE
Shirk Hall	P3245-LVE
	P3245-LVE
Shirk Annex	P3807-PVE
	P3807-PVE

Tanner Hall	P3245-LVE
Tanner Annex	P3245-LVE
Trout Hall	P3245-LVE
	P3228-LVE
Weede West Lot	Q6000-E/Q6125-LE (Line of sight)
	AP @ Weede
Whitesitt Hall	P3717-PLE
	P3717-PLE
	P3807-PVE
Willard Hall	P3717-PLE
	P3717-PLE
	P3245-LVE
Plaster Center Parking Lot	Q6000-E/Q6125-LE



Cashier's Office Hallway
AXIS P3225-V Mk II
Horiz. FoV = 34 deg
Min res. 40 px/foot
Res. guide 40 px/foot
Tilt: 32.1 deg. down

Cashier's Office Entry
AXIS P3225-V Mk II
Horiz. FoV = 60 deg
Min res. 69 px/foot
Res. guide 40 px/foot
Tilt: 57.9 deg. down

Cashier's Office Walkway
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 39 px/foot
Res. guide 40 px/foot
Tilt: 37.2 deg. down

Grubbs Hall Parking West
AXIS P3228-LVE
Horiz. FoV = 100 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 41.9 deg. down

Grubbs Hall Parking East
AXIS P3228-LVE
Horiz. FoV = 100 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 41.7 deg. down

SE Corner Grubbs Hall
AXIS P3717-PL
Res. Guide 40 px/foot

E Cleveland Ave

E Cleveland Ave

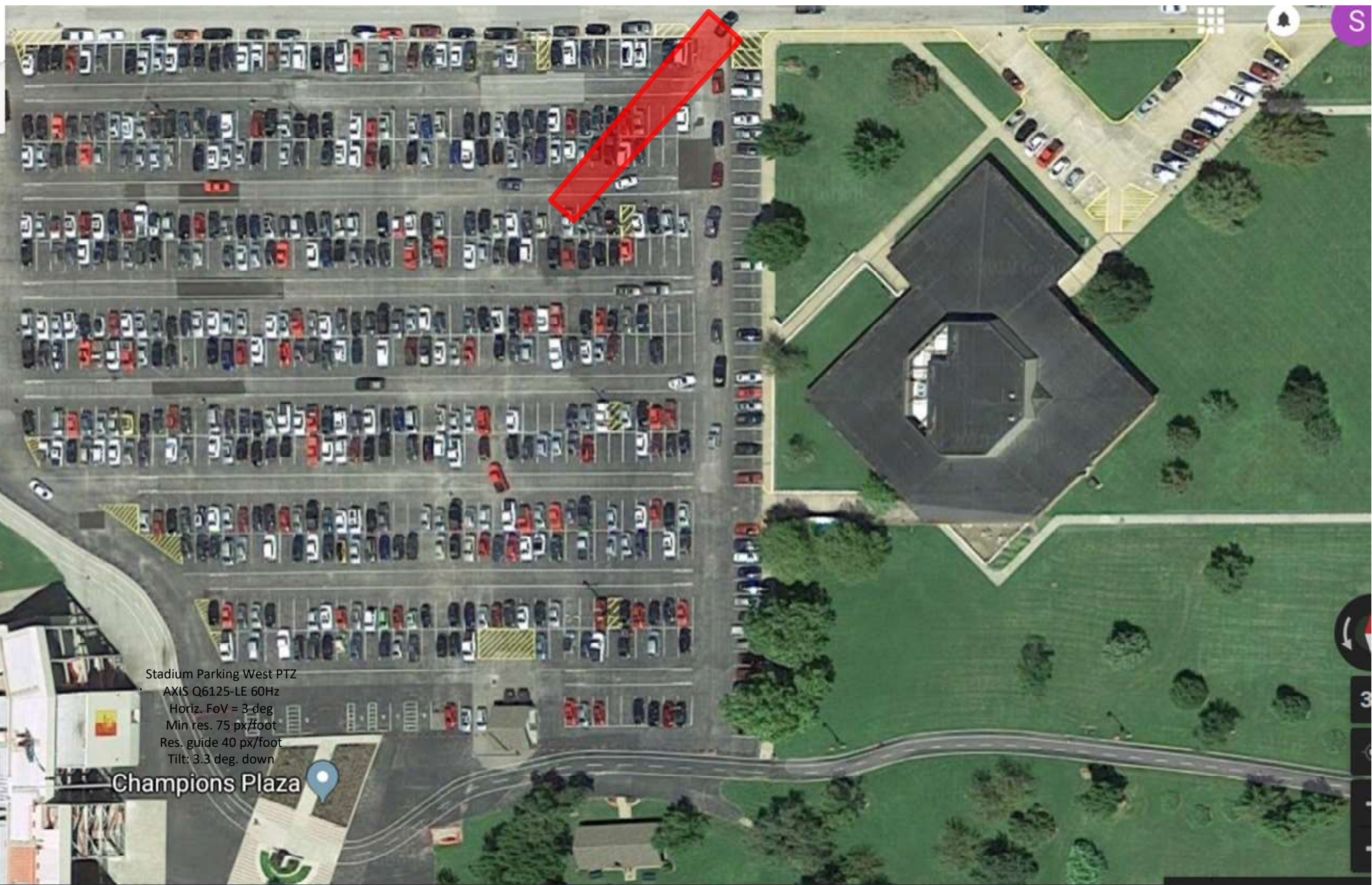
S Joplin St



Leonard H. Axe Library

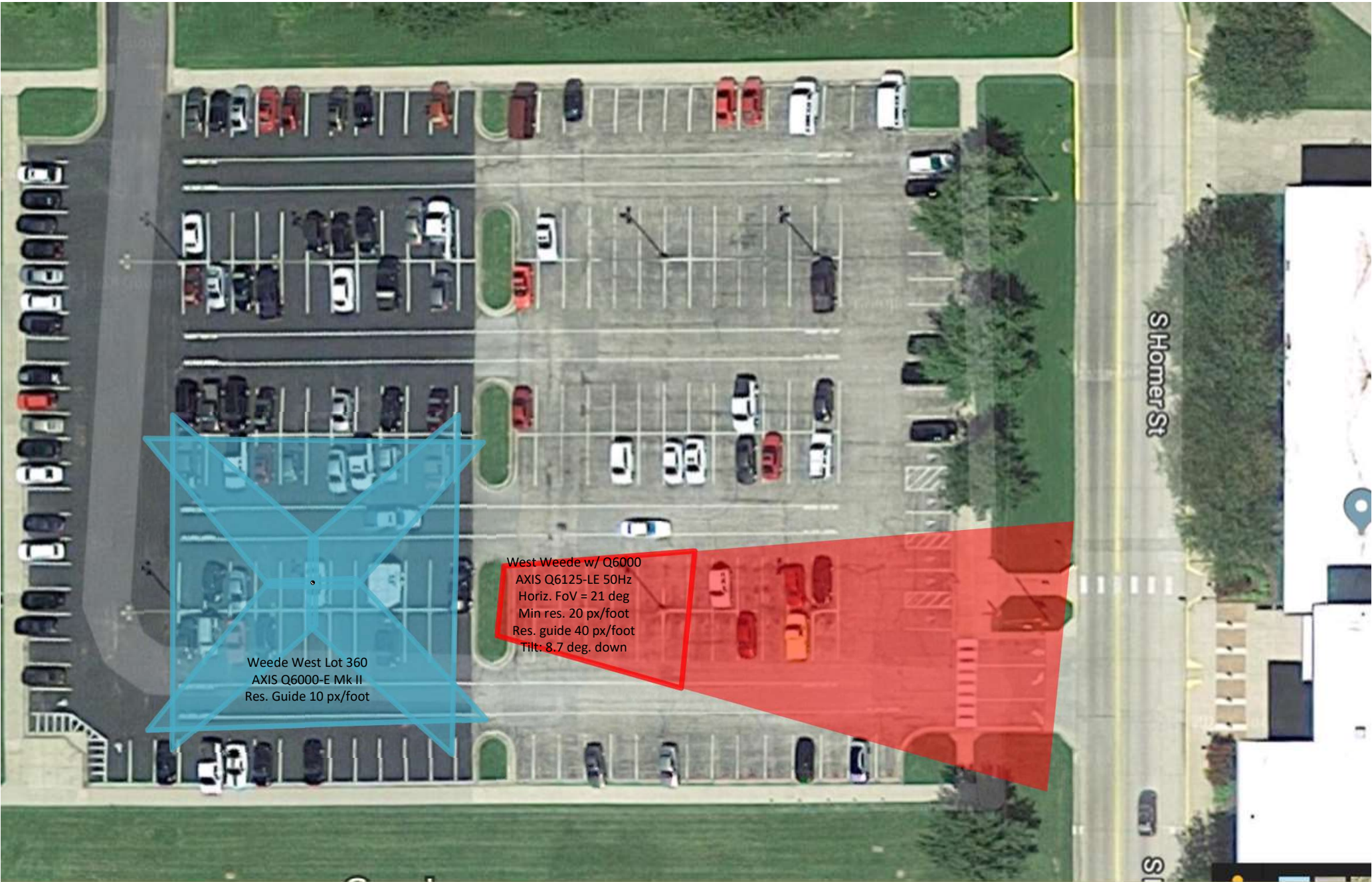
Axe Library PTZ
AXIS Q6125-LE 50Hz
Horiz. FoV = 64 deg
Min res. 15 px/foot
Res. guide 40 px/foot
Tilt: 20.7 deg. down

S Joplin St



Stadium Parking West PTZ
AXIS Q6125-LE 60Hz
Horiz. FoV = 3-deg
Min res. 75 px/foot
Res. guide 40 px/foot
Tilt: 3.3 deg. down

Champions Plaza



Weede West Lot 360
AXIS Q6000-E Mk II
Res. Guide 10 px/foot

West Weede w/ Q6000
AXIS Q6125-LE 50Hz
Horiz. FoV = 21 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 8.7 deg. down

S Homer St

S

t W. Plaster Center

Plaster Center Lot 360
AXIS Q6000-E Mk II
Res. Guide 40 px/foot

Plaster Lot PTZ w/ 6000
AXIS Q6125-LE 50Hz
Horiz. FoV = 14 deg
Min res. 25 px/foot
Res. guide 40 px/foot
Tilt: 6.4 deg. down

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NE Corner 360
AXIS Q6000-E Mk II
Res. Guide 40 px/foot

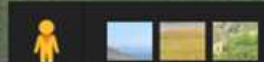
NE Parking PTZ w/ Q6000
AXIS Q6125-LE 50Hz
Horiz. FoV = 26 deg
Min res. 45 px/foot
Res. guide 40 px/foot
Tilt: 15.6 deg. down

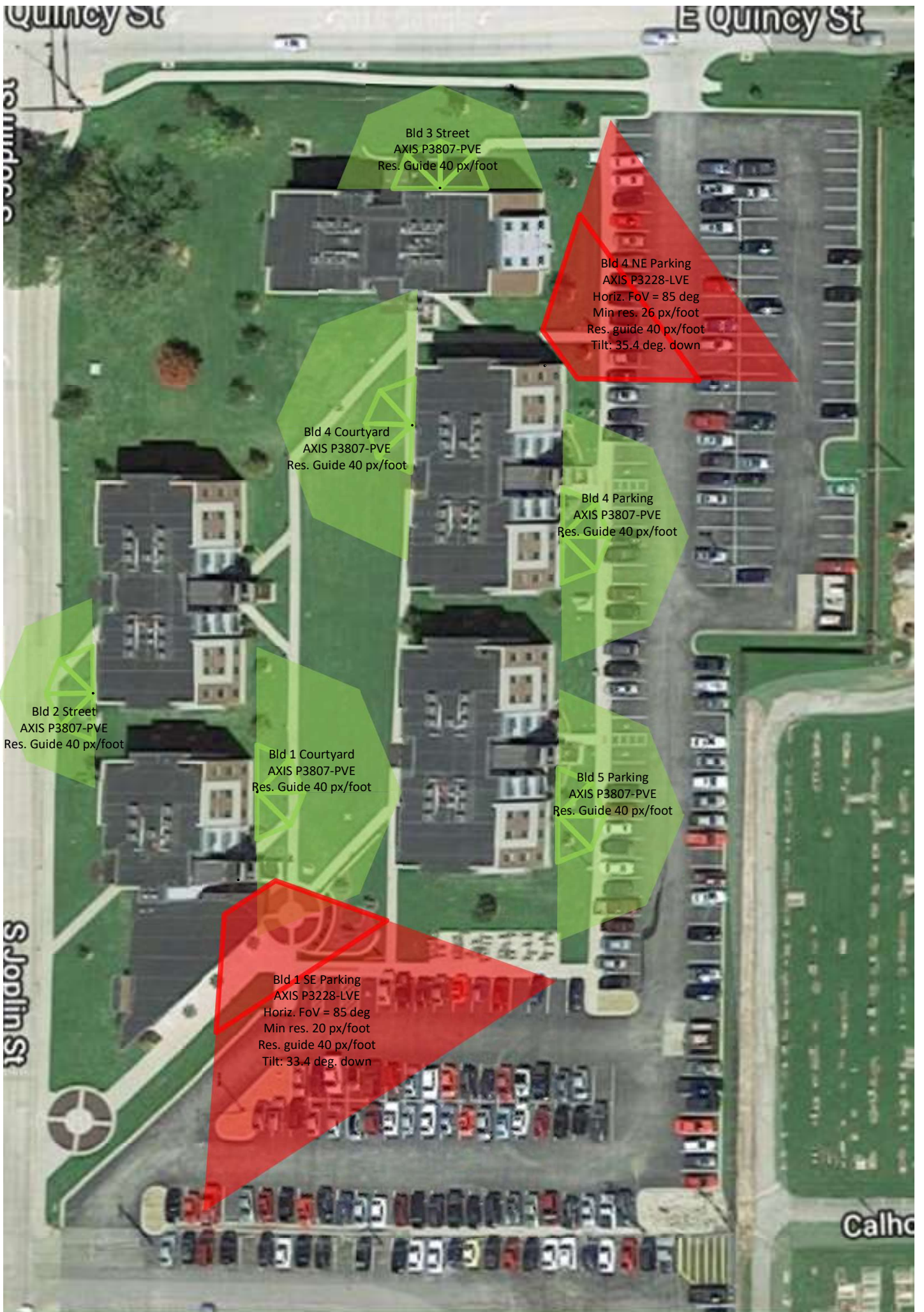
SW Corner of Lot
AXIS P3228-LVE
Horiz. FoV = 100 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 39.3 deg. down

SE Corner of Lot
AXIS P3228-LVE
Horiz. FoV = 100 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 39.2 deg. down

Loading Dock
AXIS P3228-LVE
Horiz. FoV = 100 deg
Min res. 40 px/foot
Res. guide 40 px/foot
Tilt: 37.6 deg. down

Google





Bld 3 Street
AXIS P3807-PVE
Res. Guide 40 px/foot

Bld 4 NE Parking
AXIS P3228-LVE
Horiz. FoV = 85 deg
Min res. 26 px/foot
Res. guide 40 px/foot
Tilt: 35.4 deg. down

Bld 4 Courtyard
AXIS P3807-PVE
Res. Guide 40 px/foot

Bld 4 Parking
AXIS P3807-PVE
Res. Guide 40 px/foot

Bld 2 Street
AXIS P3807-PVE
Res. Guide 40 px/foot

Bld 1 Courtyard
AXIS P3807-PVE
Res. Guide 40 px/foot

Bld 5 Parking
AXIS P3807-PVE
Res. Guide 40 px/foot

Bld 1 SE Parking
AXIS P3228-LVE
Horiz. FoV = 85 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 33.4 deg. down

Calho



Shirk NW Parking
AXIS P3807-PVE
Res. Guide 40 px/foot

Shirk NE Parking
AXIS P3807-PVE
Res. Guide 40 px/foot

Shirk Hall West
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 24 px/foot
Res. guide 40 px/foot
Tilt: 34.3 deg. down

Tanner Annex West
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 19 px/foot
Res. guide 40 px/foot
Tilt: 33.4 deg. down

Shirk Hall Parking
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 33.6 deg. down

Tanner Hall West
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 33.5 deg. down

Trout Hall West
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 33.6 deg. down

Trout Hall Parking
AXIS P3228-LVE
Horiz. FoV = 49 deg
Min res. 26 px/foot
Res. guide 40 px/foot
Tilt: 15.3 deg. down

Bowen Hall West
AXIS P3225-LVE Mk II
Horiz. FoV = 92 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 33.6 deg. down

Bowen Hall Parking
AXIS P3228-LVE
Horiz. FoV = 49 deg
Min res. 30 px/foot
Res. guide 40 px/foot
Tilt: 15.4 deg. down

Bowen Hall Parking South
AXIS P3225-LVE Mk II
Horiz. FoV = 70 deg
Min res. 20 px/foot
Res. guide 40 px/foot
Tilt: 24.1 deg. down

Russ Hall "Oval Side"
AXIS P3807-PVE

Oval Camera - Pole Mount
AXIS P3717-PLE
Res. Guide 40 px/foot

The Oval

Willard Hall Entry
AXIS P3225-LVE Mk II

Copy of SW Whitesitt Hall
AXIS P3717-PLE

Copy of SE Whitesitt Hall
AXIS P3717-PLE

Copy of Whitesitt Hall South
AXIS P3807-PVE

Willard Hall
AXIS P3717-PLE

Copy of NE Plant
AXIS P3717-PLE

Copy of Willard Hall Entry
AXIS P3225-LVE Mk II

Copy of SE Willard Hall
AXIS P3717-PLE

Copy of SE Corner Plant
AXIS P3717-PLE

Copy of Nation Hall Interior Courtyard
AXIS P3807-PVE

Copy of Nation Hall East Parking
AXIS P3228-LVE

Copy of Dellinger Hall Interior Courtyard
AXIS P3807-PVE

S Elm St

General Provisions/Signature

Tax Clearance Certification: Bid submittals of \$25,000 or more shall include a copy of a Tax Clearance Certification. Tax Clearances may be obtained from the Kansas Dept. of Revenue (KDOR):

<http://www.ksrevenue.org/taxclearance.html>

W9 Form: Vendors who are new to PSU should submit a copy of their W9 with bid response. The form can be downloaded at www.irs.gov/pub/irs-pdf/fw9.pdf

DA-146a Contractual Provisions: The bidder agrees to accept the provisions of form DA-146a, Contractual Provisions Attachment which is incorporated into all contracts with the State <http://www.da.ks.gov/purch/DA-146a.pdf>

NEW MATERIALS, SUPPLIES, OR EQUIPMENT: Unless otherwise specified, all materials, supplies or equipment offered by a vendor shall be new, and unused in any regard. All materials, supplies and equipment shall be first class in all respects. Seconds or flawed items will not be acceptable. All materials, supplies or equipment shall be suitable for their intended purpose and, unless otherwise specified, fully assembled and ready for use on delivery.

COMPARABLE PRODUCTS: Bids on comparable products are invited. Indicate appropriate items, brands, model numbers, and specifications. Minor deviations in size and operational characteristics from those set forth in the specification will be considered when such deviations do not alter nor deter Pittsburg State University from accomplishing its intended usage or function. **Each bidder must clearly indicate in writing where (if any) their product characteristics deviate from these specifications and explain how their product accomplishes the desired function even though product characteristics may be different.**

ACCEPTANCE OR REJECTION: PSU reserves the right to accept or reject any or all bids or part of a bid; to waive any informalities or technicalities; clarify any ambiguities in bids; and unless otherwise specified, to accept any item in the bid.

PAYMENT: Payment will be made upon receipt of shipment by PSU.

FREIGHT COST INFORMATION: FOB Destination, Freight Prepaid, and Allowed.

The undersigned certifies that he does not have any substantial conflict of interest sufficient to influence the bidding process on this bid. A conflict of substantial interest is one which a reasonable person would think would compromise the open competitive bid process.

- Legal Name of Person, Firm or Corporation:
- Payment Terms:
- Telephone Number:
- E-mail Address:
- **Signature:** _____
- **Date:** _____

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 07-19), which is attached hereto, are hereby incorporated in this contract and made a part thereof.

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the _____ day of _____, 20____.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least thirty (30) days prior to the end of its current fiscal year and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to ninety (90) days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101, *et seq.*).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001, *et seq.*) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111, *et seq.*) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101, *et seq.*) (ADA), and Kansas Executive Order No. 19-02, and to not discriminate against any person because of race, color, gender, sexual orientation, gender identity or expression, religion, national origin, ancestry, age, military or veteran status, disability status, marital or family status, genetic information, or political affiliation that is unrelated to the person's ability to reasonably perform the duties of a particular job or position; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to

comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) Contractor agrees to comply with all applicable state and federal anti-discrimination laws and regulations; (g) Contractor agrees all hiring must be on the basis of individual merit and qualifications, and discrimination or harassment of persons for the reasons stated above is prohibited; and (h) if it is determined that the contractor has violated the provisions of any portion of this paragraph, such violation shall constitute a breach of contract and the contract may be canceled, terminated, or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

6. **Acceptance of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority to Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility for Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101, *et seq.*), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101, *et seq.*
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.