

The School District of the City of Saginaw

Request for Proposals



Objective

Saginaw Public Schools is accepting proposals to upgrade the boardroom presentation, audio, and web broadcasting capabilities. The District is interested in the most cost efficient solution that covers all of the following specifications.

Section I.

General Requirements

- 1.0 Saginaw Public Schools reserves the right to accept or reject any or all bids in whole or in part, and to waive any irregularities in the bidding. They also reserve the right to award any contract as deemed in the best interest of the School District.
- 1.1 All goods and services quoted must be delivered F.O.B. destination with all transportation charges prepaid and included in the bid price.
- 1.2 Saginaw Public Schools policy is to not discriminate on the basis of race, religion, color, creed, sex, national origin, age, political beliefs or disability in its educational programs, employment practices and bidding processes. The bidder, by signing this Invitation to Bid, commits that it has a similar policy and will comply with Saginaw Public Schools non-discrimination policy.
- 1.3 Bidders must provide a complete bill of materials for the project including unit pricing.
- 1.4 No taxes are to be included in any bid price. Saginaw Public Schools is exempt from Federal and State taxes.
- 1.5 The district is not responsible for any costs incurred in preparing a bid response.
- 1.6 All project costs must be included in bid pricing. Charges such as travel, meals, lodging, equipment rental and the like not included in the bid price will not be accepted.
- 1.7 The District reserves the unrestricted right to reduce the contract amount by reducing the scope of work and/or components in order to meet budget or project requirements. Unit pricing from the bill of materials will be used to make contract adjustments.
- 1.8 Proposal must be mailed or delivered to the address below and received no later than January 5th at 12:00 noon. The District will not accept late submissions.

Attn: Anitra Sweeney
SPSD Boardroom Upgrades
Saginaw Public Schools
550 Millard St.
Saginaw, MI 48607

- 1.9 All questions regarding this RFP must be directed to Theodore Dillingham via email at tdillingham@spsd.net. Question email messages must have a subject line of "SPSD Boardroom Upgrades". No phone inquiries will be accepted during the bid process.

Section II.

Project Requirements

Saginaw Public Schools has the need for the old boardroom equipment to be removed, replaced with the new equipment installed and properly configured. Training must also be included with the bid.

1.0 Bid Responses must include the following:

- 1.1. Two hardcopy and one electronic proposal
- 1.2. A Proposal Overview
- 1.3. Vendor Information
 - 1.3.1. Company's Legal Name, and name of any parent company
 - 1.3.2. Have there been any lawsuits or legal actions involving your company over the past 3 years.
 - 1.3.3. List key personnel who will be assigned to the project with qualifications
- 1.4. An annotated copy of RFP with acknowledgments of requirements and notes detailing any non-compliance with bid requirements
- 1.5. Product documentation for all hardware or software included in the proposal
- 1.6. Itemized Bill of materials
- 1.7. Out of scope labor rate schedule
- 1.8. Two verifiable references including contact names and phone numbers
- 1.9. Evidence of liability Insurance and coverage levels
- 1.10. A signed and notarized "familial relationship statement" disclosing any familial relationship(s) that may exist between the owner or employees of the bidder and any member of the Board of Education or its Superintendent.
- 1.11. Affidavit of Compliance-Iran Sanctions
- 1.12. Proposed contract language

2.0 Bidder Qualifications

- 2.1 Bidders must be a reputable firm regularly doing this type of work with skilled and fully trained technicians capable of performing the installation in accordance with standard industry practices.
- 2.2 Bidders must either be the manufacturer of the proposed equipment or a factory authorized distributor/contractor.
- 2.3 Bidders may not use subcontracted labor as the primary project engineer or as the primary onsite installation technician.
- 2.4 Bidders may be requested to provide documentation that they have the experience and financial ability to perform any contract awarded
- 2.5 Contractor and subcontractor staff may be required to pass criminal background checks

3.0 General Project Requirements

- 3.1 Contractors may store materials on site at their own risk. No materials will be accepted by the owner until physically installed.
- 3.2 Contractors are responsible for acquiring any permits required for their work.
- 3.3 All work must be in compliance with applicable laws, regulations, fire and building codes.
- 3.4 Work sites must be kept clean and free of debris. The contractor is responsible for disposing of all removed equipment, packing materials, and general debris each day.
- 3.5 Project timelines and invoicing schedules will be mutually agreed to as part of the final scope of work and material orders.

- 3.6 All materials must be new and the latest model available. No materials may be refurbished, used, or have an announced end-of-life or end-of-sale date.
- 3.7 The contractor will be responsible for all building damage related to their work. E.g. ceiling tiles, floors, facade
- 3.8 Bidders are asked to provide fixed pricing for 36 months
- 3.9 The contractor will provide a scope of work document and corresponding bill of materials based on bid pricing.
- 4.0 Bid submissions will be reviewed based on the following criteria
 - 4.1 Compliance with specifications
 - 4.2 Purchase price and total cost of ownership
 - 4.3 Quality of technical solution
 - 4.4 Systems features
 - 4.5 Vendor and product references
- 5.0 Saginaw Technical Environment
 - 5.1 Saginaw Public School District has several network drops into the boardroom.
 - 5.2 There is a wireless access point in the board room.
 - 5.3 Data switches are 1 gbps access ports with dual 10 gbps uplink to the data center.
 - 5.4 Data center has a 2 gbps fiber internet connection.

Section III.

Boardroom A.V. Conference Equipment List

1.

Qty	Boardroom AV System Upgrade
1	Atlona Professional HDMI and USB2.0 PTZ Camera - White HDMI output USB 2.0 interface for video and camera control High performance imaging, fine detail, and color rendering with 1/2.8" low-noise, HD CMOS sensor Multi-element zoom lens with 10x optical zoom and a 60.9° horizontal field of view w.mount
1	Audio Technica ATW-RC13 rack-mount receiver chassis, ATW-RU13 x2 receiver unit and ATW-T1002 x2 handheld dynamic unidirectional microphone/ transmitter.
1	Barco ClickShare CX-20 Wireless HDMI System with 1 USB Dongle Full BYOD support * Remote collaboration * Triple agnostic: works with any device, and UC technology and any brand of AV peripheral * Enhanced security * Connected and cloud managed * Delivered with 1 Conferencing Button * Collaborate with Conferencing Button or Collaboration App
1	Biamp digital audio server with 12 analog inputs and 8 analog outputs, and includes Acoustic Echo Cancellation (AEC) technology on all 12 inputs. It includes up to 8 channels of configurable USB audio, a 2-channel VoIP interface, and a standard FXO telephone interface
1	Biamp Parlé TCM-X is an AVB low-profile ceiling microphone for use in Tesira® systems. Comprising a network box and a ceiling microphone, each microphone includes Beamtracking technology with four 90-degree zones, providing full 360-degree coverage of the meeting space
1	Biamp 5 Port Expansion AVB Switch
1	Biamp Parlé TCM-XEX Expansion AVB Beamtracking Ceiling Microphone
1	Crestron AMP-X300 X Series Amplifier 4-channel amplifier (at 75 W per channel)
1	Crestron DMPS3-300-C 3-Series® DigitalMedia™ Presentation System 300
2	Crestron DM-RMC-4K-100-C-1G-B-T Wall Plate 4K DigitalMedia 8G+® Receiver & Room Controller 100, Black Textured
2	Crestron HD-RX-101-C-E DM Lite – HDMI® over CATx Receiver, Surface Mount (rack area)
2	Crestron HD-TX-101-C-1G-E-B-T DM Lite® Transmitter for HDMI® Signal Extension over CATx Cable, Wall Plate, Black Textured (floor plate connection)
4	Crestron SAROS 6T-W-T-EACH Saros® Integrator 6.5" 2-Way In-Ceiling Speaker, White Textured, Single
1	Crestron TS-770-B-S 7 in. Tabletop Touch Screen, Black Smooth
1	Extron SMP 111 Single Channel H.264 Streaming Media Processor (AV Recorder system)
1	Extron RCP 101 DSMP Series Remote Control Panel – Decorator-Style
1	Extron USB Extender Plus R Receiver 60-1471-13
1	Extron USB Extender Plus T Transmitter 60-1471-12
1	Cabling, Connectors, Installation Materials
1	Installation Materials, Cabling, Connectors, cable sheathing, etc.
1	Juice Goose Rack Power Unit - (11) Eleven outlets in total: one unswitched and nine switched on the back, one unswitched on the front. Base level spike and noise suppression. 15 Amp. Fifteen foot power cord
4	LG 75" Ultra HD Commercial UHD TV – 2 in the boardroom and 2 out in the lobby
1	Liberty Cable Apple Certified Adapter Lightning (M) to HDMI (F) and Lightning (F) to power device
1	Liberty Cable Universal HDMI Adapter Ring: 1 Interseries adapter micro HDMI "D" male to HDMI "A" female (ARMCHD) ARMCHD1 Interseries adapter mini HDMI "C" male to HDMI "A" female (ARMCHD) ARMDPHD1 Interseries adapter Mini-DisplayPort male to HDMI female (ARMDPHD) ARDPHD1 Interseries adapter Full sized DisplayPort male to HDMI female (ARDPHD) ARDVHD1 Interseries adapter for DVI Digital male to HDMI Female (ARDVHD) DL-CL1 Base security clamp, cable and hardware for DL-AR system (DL-CL)
1	Middle Atlantic Wall Rack (Equipment Closet) DWR-21-17
4	Mustang TV Mounts - Articulating with ability to tilt away from the wall area for adjustable viewing
1	Network Switch TP-LINK TL-SG108PE 8-Port Gigabit Easy Smart Switch with 4-Port PoE
2	Newark U1 Rack Shelf for small equipment
1	Shure 18" Cardioid Desktop Base with 10' Cable, Logic Functions, Programmable Switch, LED Indicator,
1	Tascam Audio SD card and USB Recorder (uses digital storage devices such as USB memory or SD Card
1	UD2 Rack Drawer 2space/2U

2. Warranty
 - 2.1. All equipment must have at least 1 year warranty and support

Section IV

Expected Scope of work

1. Remove all data projector mounts and projection screens from ceiling area
2. Replace/Install new high-quality audio loudspeakers in the ceiling and new audio amplifier
3. Provide and install a rack with new AV switching, sourcing, control, audio recording and separate video recording functions
4. Provide/replace/install new desktop microphones for all board members, moderator and podium microphones
5. Provide and install a digital sound processor/audio mixer along with digital ceiling microphones for high quality recording
6. Provide and install four (4) Ultra HD Flat Panel Displays, (2) one on each side wall with articulating mount to allow angle adjustment and viewing for various types of events in the boardroom and 2 outside in the lobby area.
7. Provide and install a Pan/Tilt/Zoom camera for video recording and more for any activity in the room
8. Provide and integrate the entire AV system to be controlled via a desktop Touch Panel that will be intuitive for all users
9. Provide a training session for all users and/or technical support
10. Test and demonstrate operation to owner

Iran Business Relationship Affidavit

Effective April 1, 2013 all bids, proposals and/or qualification statements received in the State of Michigan must comply with the "Iran Economic Sanctions Act". The Following certification is to be signed and included at time of submittal:

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an "Iran linked business," as that term is defined in the Act.

Signature

Title

Company

Date