



## **REQUEST FOR PROPOSALS LOWELL AREA SCHOOLS**

### **Lowell High School Exterior & Interior Cameras**

Lowell Area Schools (LAS) is seeking proposals for exterior and interior cameras for select locations at Lowell High School. The purpose of this Request For Proposals is to obtain sealed proposals from professional and qualified vendors who can provide the cameras in accordance with the terms and conditions of this RFP. LAS may select one or more qualified vendors to proceed with the negotiation process from those submitted Proposals. Past experience will also be judged through the reference of each entity.

#### **PROPOSAL SUBMISSION DEADLINE AND REQUIREMENTS**

The Due Date for submission of Proposals in response to this RFP is:

**January 10, 2025 at 10:00 a.m. Local Time (the “Due Date”)**

Sealed Proposals must be delivered to the Lowell Area Schools Administration Office on or before the Due Date as follows:

**Lowell Area Schools  
Attn: Sonia Hodge, Chief Financial Officer  
300 High Street  
Lowell, MI 49331**

Vendors are to provide two (2) hardcopies and 1 electronic copy of any Proposal within the sealed package. All Proposals must be marked “LHS Cameras” in the lower left hand corner of the Proposal Package.

Oral, E-Mail or Facsimile Proposals will not be accepted. Any Proposals received after the Due Date listed above will not be accepted or considered and will be made available to the respective vendor, unopened, for pick-up at the vendor’s sole expense. Proposals must be presented in the format requested. Proposals not submitted in the prescribed form may be rejected at the sole discretion of the School District.

At the specified location and Due Date stated above, all timely submitted Proposals shall be publicly opened and dated. Any interested parties may attend. No immediate decision will be Rendered.

The School District reserves the right, in its sole and absolute discretion (for this provision and all other provisions contained in this RFP), to accept or reject, in whole or in part, any or all Proposals with or without cause. The School District further reserves the right to waive any irregularity or informality in the RFP process or any Proposal, and the right to award the contract to other than the lowest bidder. The School District reserves the right to request additional information from any or all bidders. All Proposals shall be considered firm for ninety (90) days after the Due Date for Proposals.

The selected bid will be presented to the Board of Education at the February 10, 2025 Regular Board Meeting for approval. The successful bidder will be notified on **February 11, 2025**.

There will be an optional, highly-recommended **Pre-bid meeting on December 16, 2024 at 9:00 a.m.** The location of the Pre-bid meeting will be at Lowell High School: 11700 Vergennes Street, Lowell, MI 49331.

Requests for clarification or questions on bidding procedures or specifications may be directed to Sonia Hodge, Chief Financial Officer by e-mail: [shodge@lowellschools.com](mailto:shodge@lowellschools.com). All requests for clarification or questions must be submitted on or before **December 19, 2024 at noon**. All questions and requests for clarification must be submitted via e-mail. Oral questions will not be accepted. Vendors who would like to receive the responses via email on December 20 should request to be added to the list via email to [shodge@lowellschools.com](mailto:shodge@lowellschools.com) by December 19.

From the issue date of this RFP until a vendor is selected and the selection announced, a prospective vendor shall not communicate about the subject of this RFP or a vendor's Proposal with the School District, its Board of Education, or any individual member, administrators, faculty, staff, students, or employees, except for Sonia Hodge, Chief Financial Officer. The School District intends that all vendors shall have equal access to information relative to this RFP, and that this RFP contains adequate information. No information communicated, either verbally or in writing, to or from a vendor shall be effective unless confirmed by written communication contained in an addendum to this RFP, a request for clarification/question or other written response thereto, or in the Proposal.

A recipient of this RFP is responsible for any and all costs and liabilities incurred by it or others acting on its behalf in preparing or submitting a Proposal, or otherwise responding to this RFP, or any negotiations incidental to its Proposal or this RFP.

Each vendor certifies that their Proposal is made without any previous understanding, agreement or connection with any person, firm or corporation making a Proposal for the same subject matter and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

The following outlines the information that must be provided by each vendor and the required format for its Proposal. Any Proposal not providing the required information, or not conforming to the format specified, may be disqualified on that basis. Proposals must: (i) demonstrate an

understanding of the scope of services desired under this RFP; (ii) include services, including the features of each, proposed by the vendor; and (iii) include all necessary information to enable Lowell Area Schools to thoroughly evaluate each vendor's overall experience, expertise, qualifications and ability to deliver the services in accordance with the requirements and obligations of this RFP. Each Proposal shall also include any other information or explanations that the vendor feels is/are significant with respect to Lowell Area Schools making an informed decision relative to its Proposal.

Proposals must include a complete bill of material and should be organized by system component to include: system component name/description, quantity quoted, unit price, and extended price.

Proposals must include visual coverage maps to indicate the coverage each camera will provide of the surrounding area.

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## **I. Camera Project Information**

Lowell Area Schools (LAS) is requesting quotes for equipment and installation services of exterior and interior cameras in select locations at Lowell High School. System requirements are listed below. Note that where specific cameras are listed, bidders may substitute a different camera that has substantially the same specifications and is compatible with Exacqvision and/or other nonproprietary cloud security systems.

### A. Vergennes St Entrance Camera (Exterior):

Provide and install [Axis P3738-PLE Camera \(or comparable\)](#) with pole mount and pendant.

- a. Provide and install 3/4" conduit from fiber enclosure to light pole (Approximately 100'). Exposed conduits must be ridged metal conduit.
- b. Provide and install burial rated CAT6 from fiber enclosure to camera.
- c. Provide and install [Axis TU8003 Midspan \(or comparable\)](#) inside fiber enclosure.
  - a. Include LC Singlemode patch cables for midspan and network switch in MDF/IDF.
  - b. Provide and install one Exacq EVENIP-01 license (subject to change).

### B. Soccer Concession Camera (Exterior):

Provide and install one [Axis P5676-LE](#), [Q6100-e](#), [t91g61](#) (or comparable), pole mount and pendant.

- a. Provide and install one 10' ridged mast painted to match building or fence
  1. Install camera to mast as high as possible.
- b. Run CAT6 to camera from local IDF.
- c. Provide and install [Axis TU8003 Midspan \(or comparable\)](#) inside IDF on a 1U shelf to be supplied by vendor.
- d. Provide and install one Exacq EVENIP-01 license (subject to change).

### C. Football Concession Camera (Exterior):

Provide and install one [Axis P5676-LE](#), [Q6100-e](#), [t91g61](#) (or comparable), pole mount and pendant.

- a. Provide and install one 10' ridged mast painted to match building or fence
  1. Install camera to mast as high as possible.
- b. Run CAT6 to camera from local IDF.
- c. Provide and install 3/4" conduit from concession building along steel to mast location on far east side of the field entrance. Paint conduit and all hardware black.
- d. Provide and install [Axis TU8003 Midspan \(or comparable\)](#) inside IDF on a 1U shelf to be supplied by vendor.
- e. Provide and install one Exacq EVENIP-01 license (subject to change).

### D. Alden Nash Ave Entrance Camera (Exterior):

Provide and install Axis P3268-LVE Camera (or comparable) with conduit backbox.

- a. Provide and install 3/4" conduit from fiber enclosure to power pole (approximately 20'). Exposed conduits must be ridged metal conduit.
- b. Provide and install burial rated CAT6 from fiber enclosure to camera
- c. Provide and install [Axis TU8003 Midspan \(or comparable\)](#) inside fiber enclosure.
  1. Include LC Singlemode patch cables for midspan and network switch in MDF/IDF.
- d. Provide and install one Exacq EVENIP-01 license (subject to change).

E. High School Kitchen/Hallway Cameras (Interior):

1. Provide and install one Axis P3268-LV (or comparable) ceiling tile mount in the kitchen area.
  - a. Provide and install CAT6 from local IDF to new camera.
2. Provide and install M3058-PLVE (or comparable) above cash registers in kitchen area.
  - a. Provide and install CAT6 from local IDF to new camera.
3. Provide and install three P3268-LV (or comparable) in hallways as below with CAT6 to each:
  - a. East Freshmen Center
  - b. West Freshmen Center
  - c. Lower B/C hallway
4. Provide and install 5 Exacq EVENIP-01 licenses for the cameras above (subject to change).

F. District may add additional cameras to the project in locations not yet identified. Bid should also include the following pricing information for additional cameras that may be added after the bid is awarded:

- a. Unit Cost for comparable Exterior and Interior cameras
- b. Per foot cabling cost
- c. Installation cost per camera

## **II. Additional Information & Terms**

- A. Vendor shall provide any necessary aerial lift platforms needed to complete the work.
- B. Alternative equipment proposals are welcomed.
- C. Visual Maps showing the visual coverage of each proposed camera should be included with the bid.
- D. Additional Services

- a. All bids shall include a \$2,000.00 contingency allowance to cover services and necessary materials listed below as well as other services to be determined by LAS.
  - b. LAS requires testing, labeling, repair, and replacement as necessary of all existing monitor send wiring, jacks, and connections.
  - c. Upon completion of above services, the vendor shall provide LAS with a detailed list of time and materials used to complete above services, including line-item pricing. Time and materials may not exceed the contingency amount of \$2,000.00. If the time and materials is less than \$2,000.00, LAS will be credited for the remaining amount in the final invoice.
- E. Miscellaneous
- a. LAS will require all new wiring to be labeled on both ends.
  - b. Removal of existing cable must be approved by LAS.
  - c. Vendor shall use existing wall plates and boxes whenever possible.
  - d. Please indicate your estimated completion date.
- F. Documentation
- a. LAS will require all original manuals for any equipment purchased for LAS by the vendor.
  - b. LAS will require complete as-built schematics and/or drawings to show all wiring and equipment installed by the vendor. All wire labels shall be clearly identified on as-built schematics/drawings.
- G. Training
- a. LAS will require onsite training for one (1) technician on the use and best practices of all equipment purchased for LAS by the vendor.
- H. Warranty
- a. Complete installation shall be free from defect and failures for a period of one year. Any replacement, upgrade or fix including labor for any non-conforming or non-operational part of the system shall be fixed and replaced at no cost to the owner.
  - b. All manufacturer's warranty shall be provided for all components of the system. All documents for warranty shall be completed and submitted by the contractor.

### **III. General Vendor Information**

*The following items are of interest to Lowell Area Schools concerning each vendor. As a quality business relationship is important, each vendor should include anything else it feels LAS should understand about its company and/or Proposal. Please answer the following questions if they are applicable. If not, please indicate with a "N/A" response.*

- A. What is the legal name of your company?
- B. Where is your business located?
- C. Please state the number of years your company has been in business.
- D. Describe all past and present lawsuits or legal actions that your company has had in the past three years. Also, please state whether these actions have had a material effect on the financial condition of your company.
- E. Has your company filed for “Chapter 11” within the past five years? If yes, how will this affect your ability to provide service?
- F. Describe your customer satisfaction guarantees of the services in your Proposal.

#### **IV. References**

Please provide at least two references where you have provided similar products/services to clients.

#### **V. Required Attachments**

Please complete the following appendices:

1. Familial Relationship Disclosure Form (**Appendix A**)
2. Affidavit of Compliance – Iran Economic Sanctions Act (**Appendix B**)
3. LHS Camera Bid Sheet (**Appendix C**)
4. List of materials and system components
5. Visual coverage maps.

Please also provide:

1. Certificate of Liability Insurance
2. Sample Contract
3. Terms and Conditions
4. W-9 Form
5. Device Warranty Information







**Appendix C: LHS Camera Bid Sheet**

**All bids are due by 10:00 a.m. on January 10, 2025**

Name of Company \_\_\_\_\_

Exterior Cameras, installed: \$ \_\_\_\_\_

Interior Cameras, installed: \$ \_\_\_\_\_

**TOTAL BID: \$ \_\_\_\_\_**

*Unit cost for optional additional Exterior Cameras: \$ \_\_\_\_\_*

*Unit cost for optional additional Interior Cameras: \$ \_\_\_\_\_*

*Cabling cost, per foot, for optional additional cameras: \$ \_\_\_\_\_*

*Installation cost, for optional additional cameras: \$ \_\_\_\_\_*

**Please attach requested bill of materials, system components, and visual coverage maps.**

I agree to abide by all of the provisions stated in the specifications if awarded the "LHS Cameras" contract by Lowell Area Schools.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_