

Request For Proposal
Orchard View Public Schools
Public Address Systems

Locations of Work: OV High School – 16N. Quarterline Rd. Muskegon MI 49442
Early Elementary – 2820 MacArthur Rd. Muskegon MI 49442
Cardinal Elementary - 2310 Marquette Ave Muskegon MI 49442

A **Mandatory** Pre-bid conference and site review will be held on Thursday July 18th @ 1pm

Meeting will commence at Cardinal Elementary 2310 Marquette Ave Muskegon MI 49442

Questions regarding the RFP shall be sent to Kyle Huck (kyle.huck@orchardview.org)

Deadline for questions is July 22nd by 3pm

Responses will be published and sent via email to all contractors who attend the pre-bid meeting no later than July 23rd by 3pm

RFP submissions are due as a HARD COPY at or before July 29th, 1pm to the Orchard View Central Office, 35 S. Sheridan Dr. at 1:00 PM. A public bid opening will be held at that time and location.

1. Summary

a. Introduction.

Orchard View Schools is currently accepting proposals for upgrading Public Address and Bell Systems in several of their school buildings

b. Purpose.

The Purpose of this Request for Proposal (RFP) is to solicit proposals from various companies, conduct a fair evaluation based on prescribed criteria, and select a contractor who is the best fit for the project. Orchard View Schools reserves the right to award contract(s) as it sees fit and to the bidder or bidders of its choosing when and how it deems appropriate.

2. Nature and Scope of Work.

a. The Purpose of the project is:

To improve and bring back to an acceptable quality level of the public address system for safety and notifications in the school buildings. No specific brand or manufacturer is requested. The current systems are analog distributed type and will remain as such. The functionality is key, and bidders are to describe how their proposed solution will function and operate to achieve the required end results.

b. Project description:

Update the head-end hardware and amplification and interface with the phone system and expand system(s) to include areas not currently being covered. Phone System is the Mitel Connect on Premise. Build 22.11.9300.0 (not cloud or business)

c. The scope of this projects includes:

1. Replace the entirety of the current amplification and interface hardware at the head-end of the system in each building. This is to include bell tones that can be scheduled as needed by the Orchard View Schools IT staff. Paging and bell tones are to be clear throughout the building. Adjust taps on existing speakers as necessary to achieve relative uniformity of output.

2. The selected contractor will be responsible for removing the existing equipment and use any necessary hardware to reconnect the speakers as a SINGLE ZONE.

3. Test current speaker legs to verify any current speakers not functioning properly.

4. Identify speaker types and models needed to provide coverage in new areas. (See maps for locations) All Cabling and incidental hardware are to be provided.

5. Provide wall penetration(s) as needed, the selected contractor will be responsible for installing. ANY NEW PENETRATION is to be properly installed with a sleeve of EMT conduit with bushings. Conduit it to be properly secured and fire-stopped in accordance with BICSI TDMM.

6. The Awarded Contractor is to provide a complete and fully functional system, void of deficiencies for the cost shown and described in their submitted quote. Once approved and awarded, no additional charges will be allowed with the exception of anything previously agreed to between the awarded contractor and Orchard View Schools.

7. Any exceptions to the quoted price are to be clearly stated in the submitted quote.

8. Final documentation must be provided with as-built information for the system once final testing is completed. New head-end equipment and connections must be documented. New speakers and speaker cable locations are to be documented on building maps. Only reasonable information that can be compiled for the existing speakers/cable routing will be required. This should be at a minimum the notes taken during the initial testing of speaker legs to verify current operation.

PLEASE NOTE – Awarded contractor will be responsible for any damage caused by their installation personnel and will be responsible to repair any damage to the satisfaction of Orchard View Schools.

3. Quote Format and Requirements

Bid submission can be on the contractors' standard company form provided it contains the following information.

- Bid submissions must provide line-item pricing for all major hardware.
- Bid submission must show installation and any other labor as a separate line item.
- Bid submission must include all final documentation costs.
- Bid submission must provide an ADD COST per unit for replacement of existing speakers if found inoperable during the testing phase. Include labor and hardware.
- Bid submission must provide a per-hour cost for installation labor.
- Bid submission to include 3 references for similar work scope.
- Bid submission to include a brief summary of the system being provided
- Bid submission to include any certifications held by the installers and project managers that will be assigned to the project if awarded.
- Bid submission to include product specification sheets on equipment being proposed.
- Bid submission must include the provided Familial Affidavit document
- Bid submission must indicate acknowledgement of any addendums or Q&A responses
- Bidder shall be Bonded and Insured, awarded contractor will need to provide proof
- Bid Security – NOT REQUIRED

All Bid Submissions are to show each building as a separate cost

AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of _____ (the "Bidder"),
Pursuant to the familial disclosure requirement requested by Orchard View Schools
hereby represent and warrant, except as provided below, that no familial relationships exist between
the owner(s) or any employee of _____

List any Familial Relationships:

Bidder Authorized Representative:

Bidder: _____

Representative's Signature: _____

Print or Type Name: _____

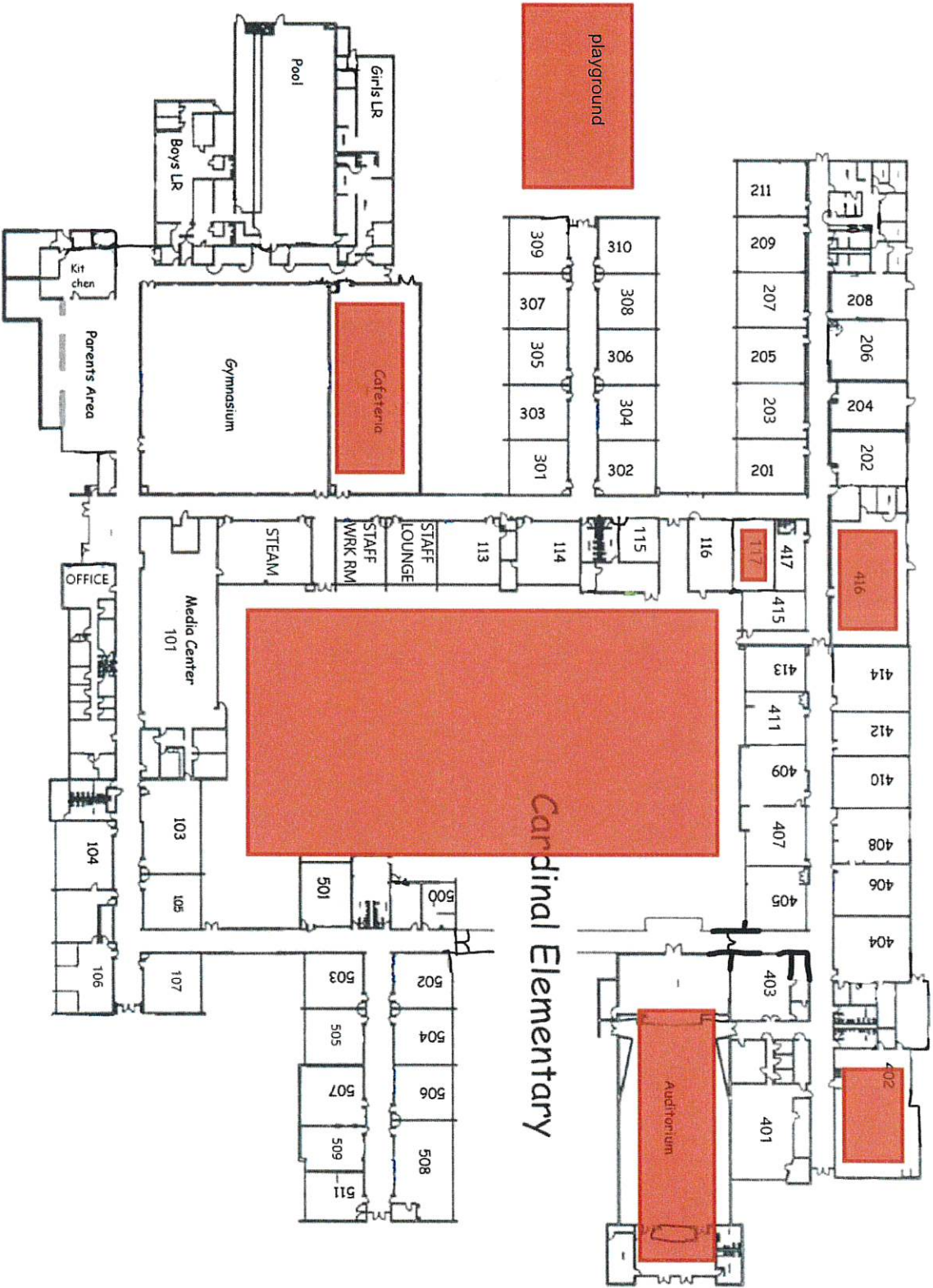
Representative's Title: _____

Subscribed and sworn this _____ day of _____, 20 .

In the County of _____ State of _____

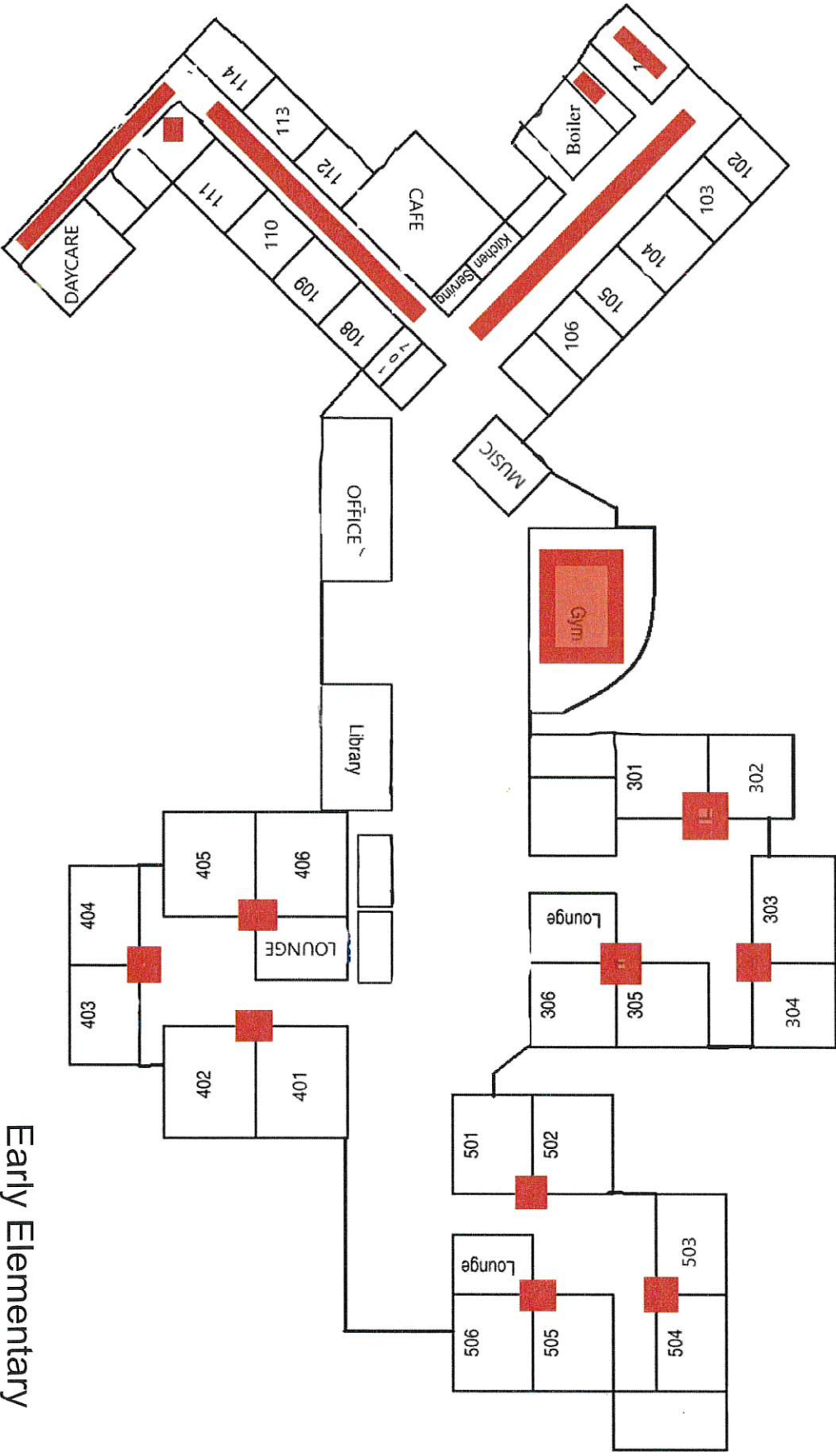
By _____
Notary Public Signature

My commission expires on: _____



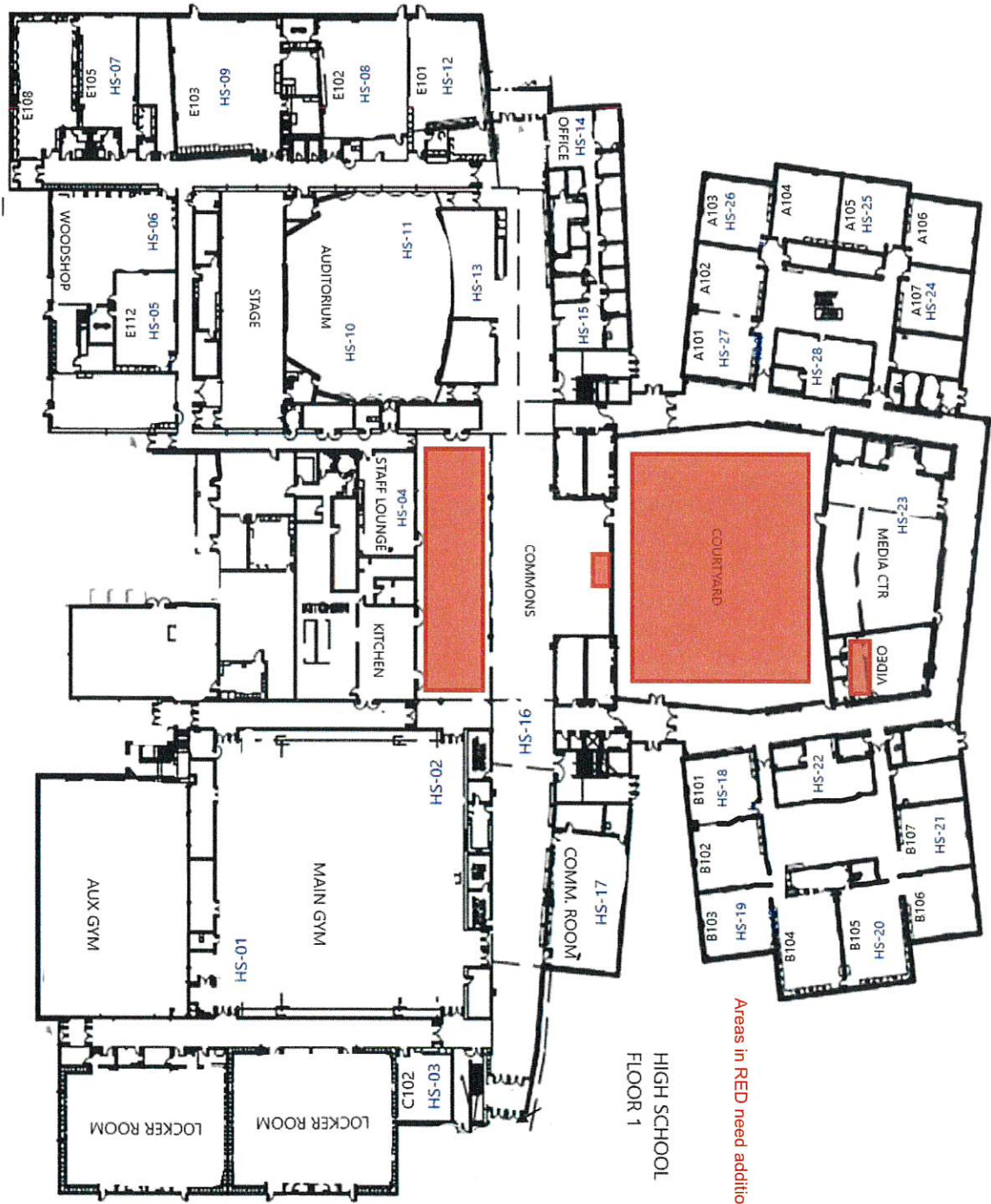
Areas in RED need additional and/or different coverage

Cardinal Elementary



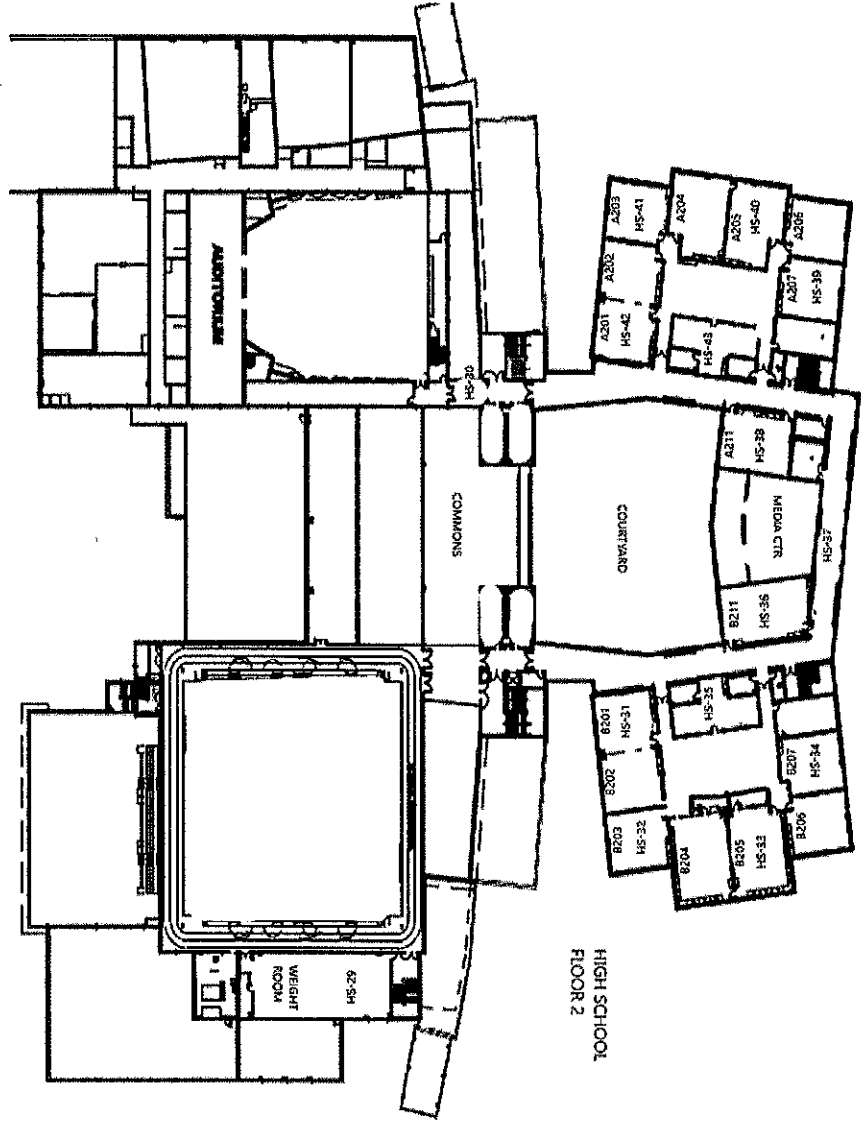
Early Elementary

Areas in RED need additional and/or different coverage



HIGH SCHOOL
FLOOR 1

Areas in RED need additional and/or different coverage



HIGH SCHOOL
FLOOR 2