

**REQUEST FOR PROPOSAL (RFP) FOR:  
RFP#: 2023 REPLACEMENT OF LEGACY BUILDING CAMERAS  
EASTMONT SCHOOL DISTRICT #206**

**OBJECTIVE:**

EASTMONT SCHOOL DISTRICT #206 (ESD) is requesting proposals for Axis Camera HARDWARE only, no services are required. ESD is seeking specific Axis cameras and mounts that are compatible with our existing Genetec system. No hardware substitutions are allowed.

The RFP respondent will provide all parts necessary to complete this project including mounts and cameras. If DOA (Dead on Arrival) hardware is found the respondent will be responsible for issuing replacement hardware. It could take several months for ESD to unbox and test each camera.

All purchases are to be completed within local, state guidelines and regulations.

If any questions should arise pertaining to the RFP Documents, the bidders may email the Executive Director of Financial Services, RFP2023@eastmont206.org, please include the RFP number in the Subject line, in order to guarantee a response to the question submitted.

**SERVICES REQUESTED:**

**SCOPE AND HISTORY OF PROJECT:**

ESD is requesting proposals for Axis cameras and mounts, HARDWARE only. No installation services are required.

**SERVICE PROVIDER CRITERIA AND CONTRACT REQUIREMENTS**

- Applicant expects each Service Provider to make themselves thoroughly familiar with any rules or regulations regarding state and local laws
- All contracts entered into as a result of this RFP will be contingent upon Board or Superintendent approval.
- ESD shall be guaranteed full benefit of a price reduction for equipment/services and can partially award.
- The District reserves the right to remove or change the quantity of any items listed on the proposal.
- The District reserves the right to purchase items on the proposal over the course of 360 days.
- Costs incurred by Bidders in preparation of their proposal, including travel and personal expenses, may not be charged as an expense of performing the contract.

**Basic Overview and requested hardware:**

The Respondent will prepare a quote for the below hardware. No travel costs or expenses will be allowed.

Manufacturer Part Number	Product Description	Quantity
5507-641	AXIS T91H61 Wall Mount with Built-In RJ45 for Fixed Dome Cameras	274
5017-641	Axis Indoor/Outdoor Corner Bracket for IP Cameras	274
01513-001	Axis Indoor/Outdoor Pendant Kit on 1.5" NPS Threaded Brackets	274
01500-001	AXIS P3719-PLE	274
01514-001	AXIS T94N01L Recessed Mount	100
5507-271	AXIS T91D62 Telescopic Parapet Mount	50
5507-461	AXIS T91B51 Ceiling Mount	50

### SERVICE PROVIDER CRITERIA AND CONTRACT REQUIREMENTS

Bid prices must remain firm for a period of 360 days after award of contract. A contractor may request a minimum increase in costs upon district approval for new technologies; not available at time of bidding.

ESD reserves the right to deny any or all proposals associated with this RFP.

Failure to follow the above criteria and requirements may be considered grounds for disqualification.

### **Davis Bacon Act:**

*All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) and the requirements of 29 C.F.R. pt. 5 as may be applicable. The contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of 29 C.F.R. pt. 5 as applicable. Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. Additionally, contractors are required to pay wages not less than once a week.*

### **Cancellation/Default of Contract**

*In the event the successful bidder, through any cause, should fail to fulfill the agreed upon obligations in an effective and timely manner, the Board shall have the right to terminate its contract by specifying the date of termination in a written notice to the selected vendor at least thirty (30) days before that termination date. The Board also reserves the right to procure the articles or services from other sources and hold the defaulting vendor responsible for any excess cost incurred.*

### **Indemnity Provisions**

*Where bidder is required to enter or go onto property to provide services or gather information, the bidder shall be liable for any injury (including death), damage or loss occasioned by negligence of the bidder, his agent, or any person the bidder has designated to visit Board property and shall indemnify and hold harmless the Board, its officers, employees, agents and volunteers from any liability arising. Offerors should not include an indemnity or hold harmless agreement from the Board in any proposal. The Board will not be bound by any such agreement.*

*Board Policy provides in part: No contract, provision, agreement or term of any procurement, contract or agreement with the Board shall obligate the Board or System to indemnify, save or hold harmless any vendor for any future claim, loss, expense or liability.*

### **Errors in Bids**

*Bidders or their authorized representatives are expected to fully inform themselves as to conditions, requirements, and specifications before submitting bid proposals. Failure to do so will be at the bidder's own risk. The bidder may withdraw a bid prior to the bid opening date and time by requesting to do so in writing.*

### **Standards of Acceptance of Bid Proposal for Contract Award**

*The Board reserves the right to reject any and all bids and to waive any irregularities or technicalities in proposals received whenever such rejection or waiver is in the best interest of the Board. The Board has the right to disqualify a bid of any bidder as being unresponsive when such bidder cannot document its ability to deliver requested services or when investigation shows it is not able to perform the contract.*

### **Compliance with Laws**

*The bidder shall obtain and maintain all licenses, permits, liability insurance, worker's compensation insurance and comply with any and all other standards or regulations required by Federal, State, or County statutes, ordinances and rules during the performance of any contract between the Board and the bidder. Any such requirement specifically set forth in any contract document between the bidder and the Board shall be supplementary to this section and not in substitution thereof.*

*Contact Information and RFP response submittal*

Caryn Metsker , Executive Director of Financial  
Services  
800 Eastmont Ave  
East Wenatchee Washington, 98802  
RFP2023@eastmont206.org

Mike Brown, Director of Technology  
800 Eastmont Ave  
East Wenatchee Washington, 98802  
RFP2023@eastmont206.org

**PROJECT**

This pricing shall include:

1. Delivery of each component to its designated secured location.
2. All quotes must be from a vendor certified by the manufacturer.
3. Tax and shipping are to be included on all quotes.

**PROCUREMENT SCHEDULE**

The procurement schedule for this project is as follows: Note: ESD reserves the right to adjust this schedule as necessary.

- RFP Posting Date - June 8, 2023
- Final Bids Due— June 23, 2023 by 2:00pm Pacific
- Sign Contract--TBD by district

**BID SUBMISSIONS**

Complete bids may be submitted electronically to [rfp2023@eastmont206.org](mailto:rfp2023@eastmont206.org)

### EVALUATION PROCEDURES

The evaluation will be performed by the technology staff for services proposed. The evaluators will consider how well the vendor's proposed solution meets the needs and criteria set forth in the fair and competitive bidding process using the below matrix. It is important that bids be clear and complete so that the evaluators can adequately understand all aspects of the proposal. Evaluation results are confidential and the property of ESD. ESD will evaluate proposals from vendors using a 0 – 10 point scale on the basis of the following matrix:

1. 23 points - Pricing of eligible goods and services
2. 18 points - The vendor's relevant experience, qualifications and success in providing these services and equipment.
3. 15 points - The vendor's current references (minimum of three) and written letters of recommendation from institutions which are comparable to ESD or past experience with ESD.
4. 15 points - The quality of the proposal, specifically: Proposals shall be prepared in a straightforward manner, and shall describe the vendor's offering(s) and equipment capabilities in a format that is reasonably consistent, comprehensible, and appropriate for the purpose.
5. 8 points - The quality and duration of the vendor's proposed warranty period, specifically: items covered; period covered; items not covered; preventative maintenance plan; remedial maintenance response time; availability of trained technicians and parts; equipment upgrades; software maintenance (if applicable); engineering support; training and certification of district personnel; and any other factor that should be considered in evaluating this area of the vendor's proposal.
6. 8 points - The vendor's after-warranty support program, specifically: preventative maintenance plan; remedial maintenance response time; availability of trained technicians and parts; system hardware enhancements and upgrades; software maintenance and support; engineering support; maintenance agreements; training and certification of district personnel; and any other factor that should be considered by the evaluating team this area of the vendor's quotations.
7. 8 points - The contractual terms proposed by the vendor which would govern any contractual relationship with the ESD.
8. 5 points - The uniqueness or innovative aspects of the vendor's proposal which are not contained in this Request for Proposals but are advantageous to the ESD.

### Offeror Affirmation Form:

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

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

RFQ Number: \_\_\_\_\_

After careful examination of the solicitation document in its entirety, and any addendum(addenda) issued, the undersigned proposes to satisfy all requirements in accordance with said documents.

For Consideration of this proposal, the undersigned hereby affirms that:

1. They are a duly authorized official of the offeror.
2. NO changes were made to the original RFP document,
3. The proposal is being submitted on behalf of the offeror in accordance with any terms and conditions set forth in this document.
4. The offeror will accept any awards made to it as a result of the proposal submitted here in for a minimum of one hundred and twenty (120) days following the date of submission.
5. The offeror will accept the terms and conditions set forth in the contract template attached here to.

If notified in writing by mail or delivery of the acceptance of the award, the undersigned agrees to furnish and deliver to the assigned procurement professional within five (5) days of the request, a certification of insurance indicating the coverage specified within this solicitation.

A contract shall be established which will set forth the terms of this agreement. The contract shall be interpreted, constructed, and give effect in all respects according to the laws of the State of Washington

Nondiscrimination in Employment: We, the supplier of goods, materials, equipment, and services covered by this bid or contract, have not discriminated in the employment, in any way, against any person or person, or refused to continue the employment of any person or persons on account of their race, color, sex, religion, national origin, marital status, sexual orientation, age, or disability.

Respectfully Submitted,

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

\_\_\_\_\_  
Authorized Official Name

\_\_\_\_\_  
Signature

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

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

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Address:

The legal name of the bidder is: \_\_\_\_\_

## Non-Collusion Affidavit

(Form must be completed and returned with bid.)

I state that I am \_\_\_\_\_ of \_\_\_\_\_ Company  
\_\_\_\_\_. Title.

And that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid and I state that this bid is made in good faith.

1. The price(s) and amounts of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder, or potential bidder; neither the approximate price(s) have been disclosed nor will they be disclosed before bid opening to any other contractor, bidder or potential bidder.
2. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complimentary bid.

I state that: \_\_\_\_\_ its affiliates, subsidiaries, officers, Directors and employees are not currently under investigation by any government agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.

I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the *EASTMONT SCHOOL DISTRICT No. 206* of the true facts relating to submission of bids for this contract.

\_\_\_\_\_  
Authorized Official Name

\_\_\_\_\_  
Signature

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

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

## Debarment Certificate

### Certificate Regarding Debarment, Suspension, Ineligibility

**(Form must be completed and returned with bid.)**

*EASTMONT SCHOOL DISTRICT No. 206* is a recipient of Federal monies. As such we require that participating vendors not be debarred, suspended, ineligible or excluded from doing business with the Federal government or any agency thereof.

The prospective participant certifies, by submission of the bid, that neither it, nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in this transaction by any Federal department or agency.

Company Name:

\_\_\_\_\_  
Authorized Official Name

\_\_\_\_\_  
Signature

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

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

Address: \_\_\_\_\_

### Support After Installation

1. How many service personnel trained in maintaining the proposed systems does Respondent employ in the District's area? Please indicate the location closest to the District.

- a. Trained Service Personnel: \_\_\_\_\_

- b. Location: \_\_\_\_\_

2. Provide the address of Respondent's service center(s) closest to the District:

- a. Company: \_\_\_\_\_

- b. Address: \_\_\_\_\_

- c. Telephone Number: \_\_\_\_\_