



## **Patrick County Public Schools**

**RFP #01-24**

**Intercoms**

Request for Proposal Issued:

January 8, 2024

Deadline for Submitted Proposals:

4:30pm EDT Friday, February 2, 2024

## **Introduction**

Patrick County Public Schools is a K-12 environment located at the foot of the Blue Ridge Mountains. The school division is committed to providing students a safe and caring learning environment, stellar instruction, access to cutting-edge technology, and relevant learning opportunities that will prepare them for success beyond high school in the 21st Century. We value, respect, and support our teachers because we believe the key to student learning is great teaching. To help inspire and engage students in their learning, we provide teachers ongoing, useful professional development and technology tools to bolster their instruction for the purpose of advancing student learning to the highest levels. We also enjoy the support of a wonderful parent community, which enhances a partnership for student success.

## **Purpose**

The purpose of this Request for Proposal (RFP) is to invite vendors to submit a proposal for full installation of Valcom IP6000 Intercom System. The district would like to replace existing intercom systems in all 7 schools.

## **General Terms and Conditions**

This document includes information to provide the vendor with enough information to quote fixed prices for equipment and delivery as specified.

- All proposals shall be submitted electronically only by Friday, February 2, 2024, at 4:30 PM EDT to the email address [darren.biggs@patrick.k12.va.us](mailto:darren.biggs@patrick.k12.va.us)
- Be certain to quote on the exact quantity, services, and other items specified.
- Patrick County Public Schools is tax-exempt and as such will not pay any sales, use or property tax. Tax exemption certificate available upon request.
- All proposals submitted shall remain firm for a period of forty-five (45) days upon receipt.
- The vendor shall include warranty information for all equipment offered with the proposal.
- The vendor shall include three references for the proposal.
- The Vendor shall submit separate proposals for each school. Budget will determine which schools are completed in this budget year.
- Project must be completed before June 30, 2024

## **Contract Awards**

Patrick County Public Schools reserves the right to make contract awards to the vendor or vendors whose system or components of the system is, in the opinion of Patrick County Public Schools, best suited for use in said schools and the best value for the amount expended.

Patrick County Public Schools will not necessarily be bound by the lowest bid. Quality, value, and performance of the system shall be considered at all times and Patrick County Public Schools shall be the sole judge of such.

The purchase, installation, support, and maintenance contracts between Patrick County Public Schools and the successful vendor(s) will be in form and substance acceptable to Patrick County Public Schools, and will include, but not be limited to, the specifications referenced below.

PART 1 - GENERAL

1 RELATED DOCUMENTS

- A Drawings and general provisions of the Contract, including General and Supplementary Conditions and Specification Sections, apply to this Section.

2 SUMMARY

- A The Contractor shall furnish and install all equipment including, but not limited to, outlet boxes, wiring, speakers, and all other necessary equipment to provide a complete operating system as indicated with the contract documents. Provide all necessary wall plates, specialty boxes, etc., not provided by others.
- B Class Connection™ IP6000 Communication System shall be considered as meeting all specifications and as the base bid. The specifying authority must approve alternate systems. Alternate bidders supplying another system shall make aware their intentions and provide all information, including catalog cuts, shop and working drawings, data sheets and a demonstration of the proposed system features. This information must be presented to the relative parties as to allow sufficient time to review all material. This should be accomplished at least 10 (ten) days prior to the bid date.
- C The intent of this specification is to maximize communications between the classroom and administrative areas while enhancing school safety and reducing maintenance and operational cost.
- D Under this specification, the system shall provide a complete Communication System for the entire school including the outdoor recreational areas.
- E The Communication System shall provide distribution of intercom, overhead paging, emergency paging, class change time tones, emergency tones, program material and on board emergency messaging.
- F **The Class Connection™ IP6000 Communication System shall replace any existing intercom system and shall distribute intercom, overhead paging, emergency paging, class change time tones, emergency tones and program material over the existing speakers in all buildings, including portable buildings, not being remodeled. Provide required IP gateways at the removed equipment location to integrate the existing speakers into the new Class Connection™ IP6000 Communication System.**
- G The Class Connection™ IP6000 Communication System shall be interfaced with the School's telephone system to ensure full access to the Class Connection™ IP6000 Communication System speakers. Coordinate all work with the District's IT Department.
- H The Class Connection™ IP6000 Communication System shall be programmed to meet the School District requirements. The Contractor shall meet with the School District maintenance department and obtain programming criteria prior to programming the system. The system shall be tested in the presence of the School District maintenance department staff prior to completion to ensure compliance with the School District criteria and the Contractor shall make required modifications to the system as required to satisfy the School District's requirements.
- I At no time during the construction phase when school is in session and when teachers are on campus shall it be acceptable for the intercom-paging-class pass and clock system to be inoperable or not

serving the buildings connected to the existing intercom-paging-class change tone and clock system. The contractor shall provide temporary intercommunications between all buildings and rooms within the buildings whenever the system is inoperative or shut-down for any reason. A temporary school wide intercommunications plan to be implemented during system shut-downs or inoperable periods shall be submitted to the School District for approval prior to start of the demolition phase. Temporary school wide intercommunications shall at a minimum consist of walky-talkies for all staff members and battery operated self-correcting atomic clocks for all rooms currently provided with system clocks.

### 3 SUBMITTALS

- A. Submit layout drawings of the communication system and all components.
- B. Submit drawings of control equipment showing all major components and positions in the rack.
- C. Provide block diagrams showing components and relative connections.
- D. Submit a certificate showing a completion of installation, programming, and service training from the system manufacturer.
- E. Submit data sheets on equipment provided.
- F. Shop Drawings: Signed and sealed by a qualified professional engineer or an RCDD.
  - 1 Equipment Details: Detail equipment assemblies and indicate dimensions, weights, required clearances, method of field assembly, components, and location of each field connection.
  - 2 Station-Arrangement Details
  - 3 Wiring Diagrams: Signal, and control wiring. Include the following:
    - a Single-line diagram showing interconnection of components.
    - b Cabling diagram showing cable routing.
- G. Coordination Drawings: Reflected ceiling plans, drawn to scale, on which the following items are shown and coordinated with each other, based on input from installers of the items involved.
  - 1. Ceiling-mounted items including lighting fixtures, diffusers, grilles, speakers, sprinklers, access panels, and special moldings.
- H. Installer Qualifications:
  - 1. The equipment must be purchased and installed by a Valcom Factory Authorized Integrator with full warranty privileges.
  - 2. The design shall be performed by a Valcom Factory Authorized Integrator.
  - 3. The Valcom Factory Authorized Integrator must have installed a minimum of 3 (three) projects of this size and application or shall arrange for onsite factory assistance during system commissioning.
  - 4. The Valcom Factory Authorized Integrator shall possess, or coordinate with entities that possess, technical knowledge of the network to which the IP6000 system will connect. Full compliance with Valcom's latest published IP6000 network requirements is mandatory.

I. Qualification Data: For Installer and testing agency.

- 1 The contractor shall be from an established and local company providing solutions to the school market for a minimum of 3 (three) years with Telecom/Data/Sound Experience.
- 2 The contractor shall maintain an adequate parts inventory to perform necessary service and upgrades.

4 QUALITY ASSURANCE

A Installer Qualifications: Manufacturer's authorized representative who is trained and approved for installation of units required for this Project.

- 1 Maintenance Proximity: Not more than 4 hours' normal travel time from Installer's place of business to Project site.
- 2 The Contractor shall be an authorized dealer of the supplied equipment with full warranty privileges.

5 COORDINATION

A Coordinate layout and installation of ceiling-mounted speaker and suspension system with other construction that penetrates ceilings or is supported by them, including light fixtures, HVAC equipment, fire-suppression system, and partition assemblies.

6 MAINTENANCE

A. The contractor shall provide a 1 (one)-year guarantee of the installed system against defects in material and workmanship. All warranty material shall be provided at no expense to the Owner. Guarantee period shall begin on the date of acceptance by the Owner or Engineers.

7 RESPONSIBILITIES

- A. Contract documents are detailed only to the extent required to show design intent. It shall be understood and agreed upon by the Contractor that all work described herein shall be complete in every detail.
- B. Furnish additional items not mentioned herein to meet requirements as specified without claim for additional payments. Items, may include hardware, rack panels, 66Blocks etc., and other devices that are required for installation.
- C. Labor furnished shall be manufacture trained and experienced in telecommunication and networked systems.
- D. All equipment unless otherwise specified, shall be new, free from defects, and the best craftsmanship in its class.
- E. Perform initial programming of system and audio level adjustments.
- F. Perform final programming of system and audio level adjustments.
- G. Provide system documentation including equipment manuals and drawings.

- H. Guarantee all equipment and components for their specified period from date of acceptance.
- I. Provide information on system requirements to any contractor responsible for supplying related materials for this system.

#### SCHEDULE 1 - COMMUNICATION SYSTEM

The Communication System shall provide at least the following functions and features:

- A. Direct dialed, hands-free, two-way communication from all administrative telephones to classroom locations equipped with a talkback speaker.
- B. Call button initiated hands-free, two-way communication from all classroom locations equipped with a talkback speaker to an administrative telephone.
- C. Microprocessor based PoE system capable of handling unlimited end-points. An end-point is defined as a device with an IP address. The system IP speakers must be SIP compliant.
- D. System shall be a VoIP system compatible with 45 ohm 2-way speakers, 25v 2-way speakers, self-amplified one-way speakers and VoIP speakers. The system should also have 1, 2 and 4 zone one-way gateways for common area announcements.
- E. System shall interface with any SIP capable VoIP telephone system, analog telephone system, or single line telephone, thus allowing the school(s) to upgrade or replace their telephone system without suffering a requirement to replace, or lose any feature of, their internal communications (intercom) system. Any system that limits system features based upon any selected telephone system, and/or is proprietary to one or only a few telephone systems shall not be acceptable.
- F. System shall be capable of converting and loading WAV files used for bells, announcements or music.
- G. System shall be capable of initiating emergency notifications by internet browser from anywhere on the network.
- H. System shall be capable of increasing volume by event. An event is defined as any WAV file or tone.
- I. System shall be capable of downloading a graph (site, building, etc.) and arranging icons on it to play emergency announcements, back to school announcements, message from the Superintendent, etc.; any WAV file.
- J. System shall automatically sound a tone over any loudspeaker connected for two-way communication to alert the classroom teacher that this two-way call has been established. This is intended to prevent unauthorized monitoring. The privacy tone must repeat every 15 (fifteen) seconds.
- K. System shall be capable of distribution of emergency or general announcement(s) by Administration functions or from any authorized telephone to all areas furnished with a loudspeaker. Emergency announcements shall have the highest system priority.
- L. Classroom speakers shall be software assignable to an unlimited number of audio groups.

- M. Provide the ability to define and archive unlimited time tone schedules with unlimited events per schedule. Each scheduled event shall be capable of controlling any internal tone, user selected custom WAV files, audio from any auxiliary source or up to 40 relays for building control. Each scheduled audio event shall be distributable to any of the audio groups. The system shall feature the ability to automatically initiate unlimited schedules per day, based upon the day of the week or calendar dates up to one year in advance. The system shall feature the ability to operate 25 or more schedules simultaneously. Schedule administration, modification and creation functions must be available through an Internet browser. Systems that do not allow the school to manage their own schedules with an Internet browser do not offer calendar-based scheduling up to one year in advance or require separate page and time groups shall not be acceptable.
- N. Provide 1 to 11 digits numbering plan, thus allowing the classroom speaker and the classroom telephone to be the same architectural number.
- O. Programmable features shall be stored in non-volatile memory and shall not be lost due to power failures.
- P. Classroom initiated intercom calls must be able to be assigned to ring at specific administrative ports. These administrative ports shall have the flexibility to be forwarded to other administrative ports should a call go unanswered or should the assigned administrative port be busy.
- Q. System functionality must include the capability to manually activate an unlimited amount of chained events via browser based device, pushbuttons, contact closure, or dial up tones from any administrative telephone. These events shall be customizable with respect to volume levels, cadence, priority, type and duration. Browser access must only be accessible by authorized users.
- R. The system must be capable of providing an unlimited number of ports to be connected to the telephone system via SIP or FXS Port integration from the intercom system. These ports shall provide built-in Enhanced Caller Line Identification which will visually announce the name of the teacher or location, the architectural classroom number. Systems that require integration to a specific telephone system or systems in order to offer this feature, or any system feature, shall not be acceptable.
- S. The system shall have the ability to control all system relays. Relays shall be controlled through the browser, DTMF controlled, automatically cycle at a programmed time of day, or follow time schedule events. All relays must be software programmable with the flexibility to change as required.
- T. The system shall provide at least three simultaneously operating, non-restrictive program distribution channels. The system administration shall be browser based allowing simple and easy changes.
- U. The system shall have the ability to store up to 25000 seconds of WAV files directly onto the Application Server and shall not be lost due to power outage.
- V. The WAV files shall be capable of being activated via any computer on the LAN/Wan, Telephone and/or Telephone system, and push buttons.
- W. The WAV files shall be programmable as to what level of priority they can be broadcast. They shall be programmable as to override any class change tones, normal all call, music, and intercom in the event of an emergency.
- X. The WAV files shall also have the ability to be broadcast into any and all of the audio groups.

- Y. The WAV files shall have the ability to be broadcast via a schedule for any day of the week or time of the day. They shall also have the ability to be broadcast for any duration of time and repeat number of plays with the ability to select how long the duration is between each repeated broadcast.
- Z. The WAV files shall be able to be broadcast via a pushbutton. When this pushbutton is activated, it shall be programmable to select which WAV file is broadcast, the priority level, where it is broadcast, and how many times it shall play.
- AA. The WAV files shall also have the ability to be a part of the class change tones within the system. These files shall be able to replace any tone within the class change schedules as to offer the flexibility of customizable tones and or phrases in this class change mode.
- BB. The system must be equipped with a built-in Text-To-Speech engine.
- CC. The system must be CAP (common alert protocol) compliant having the ability to receive or push CAP messages. Providing seamless communications with other CAP compliant systems.

## PART 2 - PRODUCTS

### 1 MANUFACTURERS

#### A Manufacturers:

- 1 VALCOM, Inc Roanoke VA USA

### 2 IP6000 COMMUNICATION SYSTEM

- A. The Applications Server, Model VEIP6K-1, when used in a Class Connection IP6000 IP School Communications System shall provide scheduling, clock control and on demand distribution of WAV formatted audio to simultaneous groups of speakers per event. The server shall feature simple browser-based interface to facilitate easy manipulation of custom audio files for use as class change tones or emergency notification. Schedules shall be capable of automated initiation based upon day of the week, calendar date up to one year in advance and shall feature manual control capability. The 1U server shall utilize web browser access for setup of schedules, and real-time control. The server shall be capable of simultaneously operating multiple schedules, events per schedule and simultaneously occurring events. The schedules shall feature one-second event resolution. Events shall be capable of controlling paging, relays, and/or streaming audio. The server shall allow cascading events from a single time trigger. Schedules shall be presented to the user in a calendar view showing school year and months with tabs for other options. The server shall provide for default screen view after login and permissions per user. The Application Server shall provide on demand access of pre-loaded audio files via web browser or contact closure. Additionally, the Applications Server shall provide for "Quick Page" on demand triggers for easy origination of unscheduled events and shall import and convert audio files from many .wav formats with both an option to enhance audio files during import and an option to record page audio to a file. Events shall feature programmable pre/post page delays and volume control per event. The server shall control VE8001AR/VE8002AR/VE8004ARs to provide streaming audio to page group(s) and shall use VE8048 inputs to execute events from the Playlist. Controlling VE8048 relays from events shall be inherent. The server shall communicate with VIP-102B setup tool for setup and dial code and group information. Users shall have the ability to enter names for displaying dial codes, page groups, inputs, events, and schedules.



- B. Shall seamlessly integrate to any VoIP/SIP or legacy phone system via SIP, FXO or Loop Start Trunk.
- C. Contractor shall provide (1) VE8014AR at the MDF and connect (1) port to the existing telephone systems trunk port. System shall be able to add analog access talk paths in increments of 1 (one), 2 (two), or 4 (four) ports.

FXS station port access shall be via CC Model # VE8011AR (one port)

FXS station port access shall be via CC Model # VE8012AR (two ports)

FXS station port access shall be via CC Model # VE8014AR (four ports)

Enhanced Network Station Port Model VE801XAR will provide a single 10/100 Ethernet port and one to four FXS station ports. The Enhanced Network Station Port Model VE801XAR will provide all circuitry and software to convert network data to audio output and analog telephone control signals. The Enhanced Network Station Port Model VE801XAR will provide all circuitry and software to convert input audio and analog telephone events to zone page audio and control information suitable for transmission to other Class Connection IP Solutions products. The Enhanced Network Station Model VE801XAR shall be powered an 802.3af PoE Ethernet switch port.

- D. Contractor shall provide a one or more Networked Page Zone Extenders at the MDF and each IDF. The purpose of this Networked Page Zone Extender is to provide streaming audio out to common area speakers (analog speakers). Connect the building's common area speakers to the Networked Page Zone Extender channels are required

Low level audio connection shall be via CC Model # VE8001AR (one port)

Low level audio connection shall be via CC Model # VE8002AR (two ports)

Low level audio connection shall be via CC Model # VE8004AR (four ports)

The Networked Page Zone Extenders shall provide a single 10/100 Ethernet port, audio input/output circuits and N.O. relay contact outputs. The unit shall be SIP compatible. The Networked Page Zone Extender shall provide all circuitry and software to convert network data to zone page audio output. The Networked Page Zone Extender shall also provide all circuitry and software to convert input audio to zone page audio and control information suitable for transmission to other Class Connection IP Solutions products over a data network. The Networked Page Zone Extender shall be powered via an 802.3af PoE Ethernet switch port.

- E. The system shall seamlessly control relay contacts for building system control

The low voltage control shall be via CC Model # VE8048 (8 each input/)

The VE8048/VE8048R IP Input/Output Module allows operation of eight (8) contact closures which are software programmable as either form A or form B. Eight (8) contact closure activated inputs provide for various programmable relay functions. The VE8048/VE8048R allows initiation of VE6021 server events over an IP-based LAN/WAN. Multiple VE8048/VE8048R may be deployed on the same network. The VE8048R is designed for 19" mounting (1U). The VE8048R shall be powered via an 802.3af PoE Ethernet switch port.

- F. The system shall seamlessly integrate to any *existing* 25V analog common area speakers to be used in common areas such as hallways, outside, cafeteria, gymnasium, etc. via a networked zone expander.
- G. The contractor shall provide an appropriate number of 25V rack mounted, 6 channel amplifier at the MDF and each IDF used to connect to any *existing* common area 25V speakers.

The 6 Channel 25V Amplifier shall be via CC Model # V-6120

- I. The contractor shall provide a talkback zone via the network utilizing the 12 Port PoE Talkback Gateways. In addition, the 12 Port PoE talkback gateways shall interface to all *existing* Classroom speakers. 12 port gateway model # VE1225S

The contractor shall integrate to *existing* classroom and office speakers, via the 12 Port Talkback Gateways. Each classroom and office speaker shall be on its own zone. Any existing classroom, office or common area speakers found to be substandard or defective shall be replaced.

- J. Required Class Connection IP talkback/clock combo speakers shall be

- a. SIP and Multicast Enabled
- b. Easy to install via RJ45
- c. Powered Over Ethernet
- d. Controlled and Set-Up via a software interface
- e. Firmware Upgradeable
- f. Fully Supervised
- g. Compatible with Cisco, Nortel, Avaya and most VoIP phone systems
- h. Capable of providing superior talkback quality
- i. 12" Analog or 2.5" Digital Clock
- j. Surfaced or Recess Mount

The IP clock/speaker shall be Model # VE4031A-A (analog clock)

The IP clock/speaker shall be Model # VE4031A-D (digital clock)

K. Required Class Connection IP Talkback horns shall be:

- a. Programmable for one way or two way operation
- b. SIP and Multicast Enabled
- c. Easy to Install
- d. Powered Over Ethernet
- e. Controlled and Set-Up via a software interface
- f. Firmware Upgradeable
- g. Fully Supervised
- h. Available in Beige, Gray or White
- i. Compatible with Cisco, Nortel, Avaya, and most VoIP phone systems
- j. Capable of providing superior talkback quality
- k. Able to accommodate a call-in button

The IP talkback flex horn shall be Model # VE4090AL (Compact)

The IP talkback horn shall be Model # VE148AL-GY (Full Size)

L. Required Class Connection IP Speakers shall be:

- l. Programmable for one way or two way operation
- m. SIP and Multicast Addressable
- n. Easy To Install Via RJ45
- o. Powered Over Ethernet
- p. Controlled and Set-Up via a software interface
- q. Firmware Upgradeable
- r. Fully Supervised
- s. Compatible with Cisco, Nortel, Avaya, and most VoIP telephone systems
- t. Capable of providing superior talkback quality
- u. Able to accommodate a call-in button

The IP talkback speaker shall be Model # VE4030A (Wall)

The IP talkback speaker shall be Model # VE4022A (2' x 2' Lay In)

The IP talkback speaker shall be Model # VE4020A (8" ceiling)

M. Required Class Connection IP One Way Horns shall be:

- a. SIP and Multicast Enabled
- b. Easy to install
- c. Powered Over Ethernet

- d. Available in Beige, Gray or White
- e. Controlled and Set-Up via a software interface
- f. Firmware Upgradeable
- g. Compatible with Cisco, Nortel, Avaya and most VoIP phone systems
- h. Capable of providing superior audio quality

The one way full size horn shall be Model # VE130AL-GY

The one way flex horn shall be Model # VE4080AL-GY

N. Required Valcom IP Clocks shall be:

- a. Controlled and Set-Up via a software interface
- b. Easy to install via RJ45
- c. Powered Over Ethernet
- d. Accurate via updates from a network time server

The IP 12" analog clock shall be Valcom Model # VEA12A

The IP 16" analog clock shall be Valcom Model # VEA16A

The double sided IP 12" analog clock shall be Valcom Model # VIP-A12ADS

The double sided IP 16" analog clock shall be Valcom Model # VIP-A16ADS

The IP 2.5" digital clock shall be Valcom Model # VIP-D425A

The IP 4.0" digital clock shall be Valcom Model # VIP-D440A

The double sided IP 2.5" digital clock shall be Valcom Model # VIP-D425ADS

The double sided IP 4.0" digital clock shall be Valcom Model # VIP-D440ADS

The IP 6 digit 2.5" digital clock shall be Valcom Model # VIP-D625A

The IP 6 digit 4.0" digital clock shall be Valcom Model # VIP-D640A

The double sided IP 6 digit 2.5" digital clock shall be Valcom Model # VIP-D625ADS

The double sided IP 6 digit 4.0" digital clock shall be Valcom Model # VIP-D640ADS

## 2.4 CONDUCTORS AND CABLES

- A Conductors: Jacketed, twisted pair and twisted multipair, untinned solid copper (West Penn # AQC 439 or equal). Sizes as recommended by system manufacturer, but not smaller than No. 22 AWG. – Us when cabling a 25/70V speaker.
- B Insulation: Thermoplastic, not less than 1/32 inch thick.

- C Shielding: For speaker-microphone leads and elsewhere where recommended by manufacturer; No. 34 AWG tinned, soft-copper strands formed into a braid or equivalent foil.

- 1 Minimum Shielding Coverage on Conductors: 60 percent.

- D Plenum Cable: Listed and labeled for plenum use.

- E Category 5E UTP – Use when connecting an IP device.

## 2.5 PROVIDE ALL NECESSARY HARDWARE AND SOFTWARE FOR A COMPLETE AND OPERABLE SYSTEM.

### SCHEDULE 1 - Switches

Network equipment such as switches, routers, servers etc., shall be provided by the Contractor. The Contractor shall acquire and comply with the latest IP6000 network requirements as provided by Valcom

## PART 3 - EXECUTION

### 1 INSTALLATION

- A Wiring Method: Install wiring in raceways except within consoles, desks, and counters. Conceal cables and raceways except in unfinished spaces.
- B Wiring Method: Install wiring in raceways except within consoles, cabinets, desks, and counters and except in accessible ceiling spaces and in gypsum-board partitions where cable wiring method may be used. Use plenum cable in environmental air spaces, including plenum ceilings. Conceal cables and raceways except in unfinished spaces.
- C Install exposed cables parallel and perpendicular to surfaces or exposed structural members, and follow surface contours. Secure and support cables by straps, staples, or similar fittings designed and installed to avoid damage to cables. Secure cables at intervals not exceeding 30 inches and not more than 6 inches from cabinets, boxes, or fittings.
- D Wiring within Enclosures: Bundle, lace, and train conductors to terminal points with no excess. Use lacing bars in cabinets.
- E Control-Circuit Wiring: Install number and size of conductors as recommended by system manufacturer for control functions indicated.
- F Separation of Wires: Separate speaker-microphone, line-level, speaker-level, and power wiring runs as specified by BICSI TDMM 12 Edition.
- G Match input and output impedances and signal levels at signal interfaces. Provide matching networks where required.
- H Weatherproof Equipment: For units that are mounted outdoors, in damp locations, or where exposed to weather, install consistent with requirements of weatherproof rating.

2        SYSTEM PROGRAMMING

- A     Programming: Fully brief Owner on available programming options. Record Owner's decisions and set up initial system program. Prepare a written record of decisions, implementation methodology, and final results.

3        FIELD QUALITY CONTROL

- A     Manufacturer's Field Service: A factory representative shall be onsite to assist in system programming and commissioning.
- B     Perform the following field tests and inspections:
  - 1       Schedule tests with at least seven days' advance notice of test performance.
  - 2       After installing school intercom and program equipment and after electrical circuitry has been energized, test for compliance with requirements.
    - a       Operational Test: Test originating station-to-station, all-call, and page messages at each intercom station. Verify proper routing and volume levels and that system is free of noise and distortion. Test each available message path from each station on system.
- C     Inspection: Verify that units and controls are properly labeled and interconnecting wires and terminals are identified.
- D     Verify the server and devices are running the latest software revisions.

4        STARTUP SERVICE

- A     Engage a factory-authorized service representative to perform startup service and initial system programming.
- B     Verify that electrical wiring installation complies with manufacturer's submittal and installation requirements.

5        ADJUSTING

- A     On-Site Assistance: Engage a factory-authorized service representative to provide on-site assistance in adjusting sound levels and for any initial troubleshooting.

6        DEMONSTRATION

- A     Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain school intercom and program equipment.

END OF SECTION

- Awards will be made to the responsible and responsive proposer(s) whose bid or proposal meets the requirements and criteria set forth by the school system and whose offer is determined to be the most advantageous to the government body, taking into consideration quality, performance, and the time specified in the proposal for the performance of the contract. Contract(s) shall be awarded to the person or entity that submits the best overall proposal as determined by the awarding authority using the criteria set forth below:

Financial Considerations (Price of goods and Services)	50%
Work Plan/Business and Technical Experience	20%
Vendor Strength, stability and expertise	15%
Company references (Demonstrated customer service, quality and support)	15%
Total	100%

#### **Pre-Bid Meeting**

- Pre-bid meeting will be held on Tuesday, January 16, at 2:00 PM EDT at the School Board Administrative Office located at 132 North Main Street, Stuart, VA 24171. Questions and answers regarding the bid documents and scope of work will be discussed.

#### **Quote Submission**

- All proposals shall be submitted electronically only by Friday, February 2, 2024, at 4:30 PM EDT to the email address [darren.biggs@patrick.k12.va.us](mailto:darren.biggs@patrick.k12.va.us)
- It is the responsibility of the vendor to ensure the receipt of their proposal by the school district.
- All quotes should include detailed line items and subtotals along with the total purchase price. All proposals must indicate that they are valid for no less than forty-five (45) days from the proposal due date.
- The bidder's written proposal will be the basis for selection. However, following initial screening of all quotes received, Patrick County Public Schools may request additional information, clarification, or an on-site presentation.
- Structure your proposal based on the information requested above. Please ensure to address each section and item; it is your responsibility to address all questions in this quote. Failure to address all aspects of this quote may result in disqualification at the sole discretion of Patrick County Public Schools.
- Patrick County Public Schools reserves the right to accept or reject any or all proposals on each item separately or as a whole, to reject any or all proposals without penalty, to waive any informalities or irregularities therein. Patrick County Public Schools reserves the right to award any resultant contract(s) as a whole or split award between competing parties. Patrick County Public Schools reserves the right to evaluate the proposal for each item separately. Selection of a proposal does not mean that all aspects of the proposal are acceptable to Patrick County Public Schools. Patrick County Public Schools reserves the right to discuss proposals and negotiate modification of the proposal prices, terms, quantity, and conditions with any responsive, responsible quoting party who submits a proposal determined to be reasonably susceptible of

being selected for the award, in conjunction with the award criteria contained herein, prior to the selection of the accepted proposal and/or the execution of a contract, to ensure satisfactory procurement. Patrick County Public Schools reserves the right to determine if an alternate item(s) is equal to the specified item and will meet Patrick County Public Schools requirements.

- Vendors are not to collude with other proposers and competitors or take any other action which will restrict competition. Evidence of such activity will result in rejection of the quote.
- By submitting a quote, the Bidder represents it has read and clearly understands this RFP and it is capable of providing the required services on the agreed contract commencement date.
- Each proposal shall be made on the form provided and signed by the individual authorized to make such a proposal.
- The selected vendor(s) will indemnify Patrick County Public Schools and the agents and employees, against damages, losses, and expenses (including attorney's fees and expenses) occurring in connection with or in any way incident to or, arising out of the performance, delivery, occupancy, service, operation, or performance of work in connection with any legal agreement/contract arising from the provider(s) response to this bid, except for matters caused solely by Patrick County Public School's negligence.
- Failure to submit a quote response on time may constitute grounds for the rejection of the quote

#### **General Rules Applicable to The Selection Process**

- Each proposer will be treated equally and fairly, with decisions being made on the stated criteria in meeting the stated goals in this RFP.
- For the purpose of assuring Patrick County Public Schools of the quality of workmanship, materials, equipment, and service, Patrick County Public Schools will retain the right to qualify or disqualify vendors on the basis of available information covering their service and the suitability of their quotes for the project.
- All equipment and service as specified herein will be made by a reputable experienced company and shall conform to the specifications.
- Patrick County Public Schools reserves the right to accept or reject any quotes, or part thereof, and to award the contract to other than the low quotes.
- Vendor shall submit three (3) references which will be included in the proposal.
- The quotes will be considered and awarded not solely on price, but also in conjunction with specifications and evaluation of references. All vendors will be advised on the decision as soon as the quotes have been awarded by Patrick County Public Schools.
- Award will be made to one or more vendors whose proposal is determined in writing to be the most advantageous to Patrick County Public Schools, taking into consideration price and other evaluation factors set forth in the specifications.
- Patrick County Public Schools reserves the right to reject any or all quotes and/or at its discretion allow for the correction or withdrawal of inadvertently erroneous quotes before or after a bid award.



The contract shall be deemed to have been awarded when a purchase order for designated services has been issued by a Patrick County Public Schools official who is authorized to issue orders.

Any quote may be rejected if it contains any alterations or erasures without being properly initialed by the person submitting the bid.

The vendor shall submit an invoice upon acceptance of completed services, payment will be made within Forty-Five (45) days.

All communications regarding this RFP should be referred to the contact below:

Darren Biggs  
Director of Technology  
darren.biggs@patrick.k12.va.us  
276-692-5826

### **Cooperative Procurement**

The procurement of goods and/or services provided for in this Bid is being conducted pursuant to Virginia Code Section 2.2-4304. Therefore, the Offeror or Bidder is advised, and by submitting a response to this procurement, such Offeror or Bidder agrees that any resulting contract from this procurement may be extended to other public bodies in the State of Virginia. The successful Offeror or Bidder shall deal directly with each public agency or body seeking to obtain any goods and/or services pursuant to any contract that may result from this procurement and in accordance with Virginia Code Section 2.2-4304. The Patrick County School Board shall not be responsible or liable for any costs, expenses, or any other matters of any type to either the successful Offeror or Bidder or the public agency or body seeking to obtain any goods and/or services pursuant to this cooperative procurement provision.