Mason Consolidated Schools 2400 Mason Eagles Drive Erie, MI 48133 Office (734) 848-9304

Mason Consolidated Schools will accept bids for District UHF 2-Way Repeater Radio System Upgrade as described in the attached specifications at:

Mason Consolidated Schools 2400 Mason Eagles Drive Erie, MI 48133

Bids will be publicly opened and read at 10:01 am, September 29, 2023 for recommendation to the Board of Education at their next regularly scheduled meeting. No oral, telephonic, telegraphic proposals will be considered. No proposals will be considered after the time of closing of bids.

The Board of Education reserves the right to accept or reject any or all items in the bid; to accept or reject any or all bids; to waive any informality therein; or for reasons of establishing uniformity, to award the contract to other than the low bidders. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.

Prices bid are to be F.O.B. Erie, MI 48133. All purchases are to be exempt from all taxes, including state and federal taxes. Exemption certificates will be furnished upon request.

All bids shall be firm for 120 days from the date of the bid opening. For bids to be considered they must meet or exceed all specifications herein.

All bids must be submitted with the attached bid form and signed by the bidder. Two (2) signed copies of the bid complete with the bid form are to be addressed to the attention of:

Kelli Tuller, Superintendent District 2-Way Radio MCS # SE-9-2023 Mason Consolidated Schools 2400 Mason Eagles Drive Erie, MI 48133 Office (734) 848-9304

#### **GENERAL CONDITIONS:**

- 1. Bid prices MUST include ALL delivery charges.
- 2. Specifications: Any deviation from the specifications set forth must be clearly identified and detailed on the bid proposal form; otherwise, it will be considered that items offered are in strict compliance with these specifications, and the successful bidder will be held responsible, therefore.
- 3. Owner reserves the right to award this bid separately or in total, or for reasons of establishing uniformity, to award items to other than the low bidder.
- 4. All price proposals and delivery terms shall remain firm for 120 days after the date of bid opening.
- 5. This bid is made without any previous understanding or agreement with any other person, firm or corporation making a bid for the same purpose and is in all respects fair and without collusion or fraud.
- 6. No member of Mason Consolidated Schools Board of Education, Erie, MI, or any officer, employee or person whose salary is payable in whole or in part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the supplies, materials, equipment, work, services, or any portion of the profits thereof to which it relates.
- 7. Any manufacturer name, trade names, brand names, or catalog numbers used in the specification are there for the purpose of establishing and describing specific performance and quality levels.
- 8. SAMPLES: The District may require a vendor to provide samples to ensure that it complies with the product standard set forth in the Request for Proposal. The district reserves the right to reject any product that the Superintendent deems unsatisfactory or inferior. Where the term "No Substitute" is used, the district will ONLY consider that product which is specified.
- 9. Delivery site is listed below:

Mason Consolidated Schools Attn: Kelli Tuller, Superintendent 2400 Mason Eagles Drive Erie, MI 48133

- 10. Vendors will be given the opportunity to visit buildings to examine coverage areas and determine requirements. A walk-through will be held on Thursday. September 21, 2023. Vendors must contact Kelli Tuller Superintendent ktuller@eriemason.k12.mi.us to preregister their attendance at the walk-through.
- 11. All questions regarding products, delivery requirements or building site should be directed to Kelli Tuller, Superintendent, ktuller@eriemason.k12.mi.us 734.848.9304
- 12. All radio orders must be shipped directly to the designated delivery area. If a vendor cannot deliver within the specified time, a representative from the company MUST contact the Superintendent and explain the circumstances. Failure to deliver within the specified time could constitute a breach of the agreement. Deliveries must take place within specified hours of operation as determined by the Superintendent. Vendor will be required, at their expense; to pick up any damaged or mis-shipped items delivered to a building. Vendor shall not assess restocking fees on supply orders where staff incorrectly identified products.
- 13. All invoices must be mailed directly to Dawn Nieuwkoop, Director of Finance and Business Services, 2400 Mason Eagles Drive Erie MI 48133 nieuwkoop@eriemason.k12.mi.us No payments shall be rendered on orders where shortages or damages are noted.

#### THE AFFIRMATIVE ACTION STANDARD FOR

#### **CONTRACT PERFORMANCE**

All Contracts for public works or for goods or services issued by Mason Consolidated Schools shall contain the following provisions, which shall be fully and effectively enforced by the contracting agency:

- (1) The contractor and subcontractors will not discriminate against any employee or applicant for employment because of religion, race, color, national origin, disability, age, sex, sexual orientation, gender identity or expression, height, weight, familial status, or marital status. The contractor will take affirmative action; ensure that applicants are employed and that employees are treated during employment without regard to their religion, race, color, national origin, disability, age, sex, sexual orientation, gender identity or expression, height, weight, familial status, or marital status. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates for training including apprenticeship.
- (2) The contractor and subcontractors will in all solicitation or advertisements for employees placed by or on behalf of the contractor state that all qualified applicants will receive consideration for employment without regard to race, creed, color or national origin.
- (3) The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of endorsing such provisions, including sanction for non-compliance.

Mason Consolidated Schools Attn: Kelli Tuller, Superintendent 2400 Mason Eagles Drive Erie. MI 48133

# 2-Way Radio Specification Sheet - MCS # SE-9-2023

# SECTION #1 – GENERAL INFORMATION AND BACKGROUND 1.1

## Purpose / Background:

Mason Consolidated Schools is replacing its existing VHF 2-Way Radio System with a UHF Digital 2-Way Repeater Radio System.

Mason Consolidated Schools currently utilizes a VHF 2–Way Radio System. A repeater is located at Mason Senior High School at 2400 Mason Eagles Drive Erie, MI. There currently is a mobile unit in each of the buses with a handheld unit located in the office of the transportation building.

District size is approx. 45 sq. miles, with the longest distance from base is approx 8 miles. Each of the 3 school buildings utilize portable hand-held radios to communicate within their respective buildings and with the buses at arrival and dismissal.

The Elementary School, Middle School, High School and Transportation buildings all sit on the campus property at 2400 Mason Eagles Drive. These buildings share the use of the repeater located at the High School.

The Elementary School appx 42,500 sq ft, Middle School appx 35,000 sq ft, and High School appx 122,000 sq ft are constructed of masonry blocks. The Transportation building appx 10,000 sq ft site is adjacent to the Southeast end of the campus and is a block building with a steel roof.

## 1.2 Goals of Project

Mason Consolidated Schools would like to improve communication within and between schools and their respective departments to better serve the needs of all the facilities and occupants. Specifically: 1)To update and unify the current old, mismatched system. 2)To provide reliable portable 2-Way communication between departments and schools. 3)To ensure communication with onsite/school personnel in the event an emergency should occur.

## 1.3 Scope of Work

The selected radio communications contractor will provide, program and install the 2 – way radio system based on the equipment needs specified on the equipment list. This includes furnishing all new equipment, cables, connectors and materials, whether specifically mentioned herein or not, to ensure a complete and operational system with redundancy.

The Contractor will assist Mason Consolidated Schools in developing policies and procedures based on their experience with other school emergency radio systems and provide training to all users of the new system.

The Contractor will be required to obtain for Mason Consolidated Schools all FCC licenses needed to operate the system.

The Contractor will be required to provide a finished project that meets or exceeds the bid specifications, and in so doing will perform all work according to generally accepted good engineering practices.

#### 1.4 Deliverables

Mason Consolidated Schools will provide an equipment list and specifications of the installation. Representatives from Mason Consolidated Schools will provide general project oversight and monitoring of workmanship employed and progress made throughout the scope of the project.

The Contractor will provide a trained and experienced installation crew with all the tools and appliances necessary to complete the project within the allotted time. The Contractor will be required to provide for security and proper handling of all materials and equipment from the moment of delivery to the Contractor until project acceptance. Any items lost or damaged will be the responsibility of the Contractor for replacement. The Contractor will provide a warranty on the work performed for a period of one year from the date of project completion and acceptance by Mason Consolidated Schools

#### 1.5 Evaluation and Award of a Contract

Mason Consolidated Schools will award a contract as outlined in the Invitation to Bid.

## 1.6 Description of UHF 2 - Way Repeater Radio System Contents

All equipment must be new, narrow-band operation and meet all FCC requirements. See Section #6, Equipment Specification list for specific equipment. Quantities specified are subject to change.

#### **SECTION #2 - PROJECT TERMS AND CONDITIONS**

#### 2.1 Contractor Qualifications

Firms must have a minimum of five (5) years experience in the installation and programming of 2 – way radio systems, in a school environment. The Contractor must be familiar with all equipment, propagation of current equipment and programming needs of potential future District partner, Monroe Public Schools. The Contractor must hold licenses required by the State of Michigan for all labor used, whether associated with the Contractor or Subcontractors.

## 2.2 Acceptance of Conditions

The Contractor will accept full responsibility for inspecting and approving all building / site conditions prior to the beginning of work. Proceeding with work will be deemed acceptance of site conditions.

#### 2.3 Installation Completion

At completion, the Superintendent must receive the following:

A. A listing of all equipment furnished with item numbers, brand, model and serial numbers (ser #'s if applicable).

B. All user guides and any related software.

## 2.4 Minimum Warranty

The Contractor must warrant all work performed for a period of one year from date of acceptance. All infrastructure hardware will carry a minimum of 1-year warranty or the standard manufacturer's warranty whichever is longer.

The Contractor will be responsible for following all the terms and conditions of the manufacturer's warranty.

Any Infrastructure system component, except for equipment warranted by its manufacturer, which fails or becomes defective for any reason other than obvious abuse during the warranty period, will be the responsibility of the Contractor to repair or replace at the discretion of the Manufacturer.

# 2.5 Support

The contractor will identify a service center within 50 miles of the District equipped to handle the repair and maintenance of faulty units promptly, allowing for quick resolutions and minimal downtime, typically within 24-48 hours.

#### 2.6 Substitutions

There will be no substitutions accepted on equipment noted as such.

# 2.7 Payment

Payment will be issued within thirty (30) days of district-approved completion of work.

#### 2.8 Termination

Contract(s) resulting from this bid may be terminated in whole or in part under the following conditions:

A. By mutual written agreement of the Mason Consolidated Schools and the Vendor/Contractor. Termination under this provision may be immediate.

B. By Mason Consolidated Schools for breach by the Vendor/Contractor of any of the obligations or requirements set forth in these documents. Termination under this provision will be immediate.

Termination under "B" above will, at the option of Mason Consolidated Schools require the Vendor/Contractor to assume liability for any and all damages, including the excess cost of reprocuring similar products or services.

If the Vendor/Contractor can show that the breach was a result of circumstances beyond the control of the Vendor/Contractor or his sub-contractors, the termination may be deemed to be a termination for convenience.

Termination under this provision will require Mason Consolidated Schools to notify in writing by certified or registered US mail the Vendor/Contractor and will include a statement outlining the breach.

#### 2.9 Clean-up / Repair

The Contractor and/or subcontractor will keep the premises free from accumulation of waste materials or rubbish caused by his operations at all times. The Contractor will also repair any damage to ceiling tile, paint, etc., occurring as a result of installation.

#### 2.10 Safety

The Contractor and/or subcontractor will be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work.

# 2.11 Insurance Requirements

- A. Comprehensive General Liability The Contractor will provide Bodily Injury and Property Damage on an occurrence basis with a limit of not less than \$1,000.000 per occurrence and product liability to be additionally included with the same limit.
- B. Comprehensive Auto Liability Coverage for bodily injury and property damage will be provided on an occurrence basis with limits of liability not less than \$500,000.
- C. Property Insurance To cover all project equipment in the possession of the Contractor through acceptance of work as defined herein. At a minimum, such property insurance will cover losses due to theft and/or vandalism.

#### 2.12 Correction of Work

The Contractor will promptly correct all work rejected by Mason Consolidated Schools as defective or as failing to conform to the contract documents whether observed before or after substantial completion and whether or not fabricated, installed or completed. The Contractor will bear all costs of correcting such rejected work, including compensation for Mason Consolidated Schools if additional services made are necessary thereby.

## 2.13 Governing Laws and Regulations

The bidder is responsible for ascertaining and complying with all ordinances, codes and laws governing business practices and construction in the project location, including acquisition of necessary permits.

#### SECTION #3 - GENERAL INSTRUCTIONS FOR BIDDERS

## 3.1 Applicable Dates

- Issue Bid Specifications: September 15, 2023

- Question and Answer Period for Bidders: September 15- 25, 2023

- Site Visit: Thursday, September 21, 2023 - 10:00 am (Reservation Required) Contact <a href="mailto:ktuller@eriemason.k12.mi.us">ktuller@eriemason.k12.mi.us</a>

Location: Mason Consolidated Schools

Superintendent's Office 2400 Mason Eagles Drive

Erie, MI 48133

- Bids Due: Friday, September 29, 2023 @ 10:00 am

- Bid Opening: Friday, September 29, 2023 @10:01 am

- Location: Mason Consolidated Schools

Superintendent's Office 2400 Mason Eagles Drive

Erie, MI 48133

- Bid Award Approval: Board of Education Meeting- October 4, 2023

- Mason Consolidated Schools reserves the right to revise this

## 3.2 Intent to Bid

Bidders shall notify the District of their intent to bid via email to: ktuller@eriemason.k12.mi.us

## 3.3 Amendments to Specifications

schedule.

Any amendment(s) to or error(s) in the specifications called to the attention of Mason Consolidated Schools will be added to or corrected. Bidders wanting updates must declare their intent to bid in order to be furnished amendments or specification changes and updates via an addendum.

## 3.4 Cost of Preparation

Mason Consolidated Schools will not pay bidder costs associated with preparing or presenting any response to this request.

# 3.5 Submitting Responses

All responses must be sealed in an envelope with the name and address of the bidder appearing on the outside of the envelope. The outside lower left-hand corner must state the title of this solicitation, bid reference number, the opening date and marked Attn: Kelli Tuller, Superintendent.

Bidders must submit their response, whether mailed or hand-delivered to the Mason Consolidated Schools Superintendent's Office no later than the date and time identified in section 3.1 (Applicable Dates) of these instructions. Late responses will not be reviewed. The method of delivery will be at the discretion of the bidder and will be at the bidder's sole risk to ensure delivery at the designated office. Mason Consolidated Schools does not take responsibility for any problems in the mail or delivery services, either within or outside the District.

Delivery address is: Superintendent's Office 2400 Mason Eagles Drive Erie, MI 48133

## 3.6 Bid Award Opening

All bids received will be opened and read aloud in public at the time and place specified in section 3.1. All respondents and other interested persons are invited to attend.

#### 3.7 Late Responses

Any response received after the hour specified will not be reviewed.

#### 3.8 Questions and Communication via Designated Contact

All communication and/or questions regarding this request must be in writing. Questions must be submitted by the date indicated in section 3.1. Bidders are encouraged to EMAIL questions to Kelli Tuller, Superintendent, ktuller@eriemason.k12.mi.us

#### 3.9 Deadline for Submitting Questions

Questions must be received no later than the date and time identified in section 3.1 of these instructions. No further questions will be answered after that date.

#### 3.10 Reserved Rights

Mason Consolidated Schools expressly reserves the following rights:

- A. To reject any and/or all irregularities in the bids submitted.
- B. To reject any non-conforming bids or portions thereof.
- C. To base awards with due regard to quality.

#### SECTION #4 - OPTIONAL: ON SEPARATE COMPANY LETTERHEAD:

# **General Supplier Information (Optional)**

The following items are of interest to us concerning your firm. As a quality business relationship is important to both you and Mason Consolidated Schools, please include anything else you feel we should understand about your company. Please answer the following questions if they are applicable. If not, please indicate with an "N/A" response.

- **4.1** What is the legal name of your company?
- **4.2** Please state the number of years your company has been in business.
- **4.3** Are you a subsidiary, affiliate, or franchise? If yes, what is the name of your parent company?
- **4.4** What is the headquarters location address and relevant phone numbers?
- **4.5** What is the company ownership structure?
- **4.6** How many employees do you have locally (Southeast Michigan and Michigan overall)?
- **4.7** Outline the insurance coverage you carry (see Section 7.1 for specifics required for this contract).
- **4.8** Provide your Federal tax identification number.
- **4.9** Explain your ability to provide, support and service Motorola radio equipment and 2 way radio/communications technology. Please include a list of the manufacturers that you are able to buy from and outline your relationship.
- **4.10** What kind of geographical classification applies to your company?
  - Local: (i.e., operates only one city)
  - Regional: (i.e., operates only in one geographical location)
  - Multi-Regional: (i.e., in more than one region but not national) National: (i.e., provide services across the U.S. only)
  - International: (i.e. conducts business in U.S. and abroad)
- **4.11** Bidders must indicate the warranty being offered in terms of parts and labor. At a minimum, the warranty must be for three years.
- **4.12** Provide information about the relevant personnel who would be assigned to the project, including experience specific to the requirements of this project, length of association with your company, etc.
- **4.13** Identify sub-contractors and their responsibilities and qualifications.
- **4.14** A list of references comprising no less than three organizations the bidder has provided products and/or services of the type requested in this RFP. References must include contact information for a person who directly supervised the project.

#### 5.1 Award Criteria

A contract shall be awarded to the most responsible and responsive bidder based upon, but not limited to, the following criteria where applicable and only that which can be reasonably determined as evidenced by required RFP responses.

- A. The price and the effect of term discounts (not less than thirty calendar days after receipt of goods or correct invoice), whichever is later.
- B. Servicing resources, capability, and capacity.
- C. Uniformity or interchangeability & upgradeability of parts and accessories.
- D. Warrantv

In determining the "lowest responsible bidder" the following items shall also be given consideration:

- A. The quality of the articles proposed to be supplied, their conformity with specifications, the purposes for which required and times of delivery.
- B. The ability, capacity, and skill of the bidder to perform the contract or provide the service required.
- C. The character, integrity, reputations, judgment, experience and efficiency of the bidder.
- D. Whether the bidder can perform the contract within the timeframe specified.
- E. The quality of performance on previous contracts or services.

# SECTION #6 - EQUIPMENT SPECIFICATION AND INSTALLATION PRICING Equipment requested is as follows:

Qty.	Item Description			
	MOBILE UNITS			
10	UHF CM300d digital 40 watt mobile radios with display, antennas AAM01QPH9JA1AN 40 watt, UHF, 6.25/12.5 kHz channel spacing 99 channels, 4 Programmable Buttons LED indicators Alpha-numeric display			
10	UHF roof mount antenna kits, 17" cable			
10	UHF antenna rod			
	Installation of mobile, removal of existing radio equipment to be completed at Mason Consolidated Schools			
3	UHF CM300d digital 25-watt control stations with paddle mics, power supply and antenna systems AAM01QNH9JA1AN			
1	Extra paddle mic and extension cable			
	PORTABLE UNITS			

	24				
		16 channels, 12.5 kHz channel spacing, 2 programmable buttons, priority scan  UHF digital portable radios with display and limited keypad  AAH87YDH9JA2AN			
	11				
		160 channels, 6.25e/12.5 kHz channel spacing, 2 programmable side buttons, 3 front programmable buttons, front panel programming, LED battery indicator			
Ī		ADDITIONAL EQUIPMENT			
	2	Motorola SLR5700 UHF digital repeaters, duplexers, cables and battery backup systems that will provide at least 6 hours of backup power to repeaters AAR10QCGANQ1BN			
		Two antenna system to be located on existing tower. 1 for district-wide communications, 1 for campus-wide communications			
		Shelves or IT rack with installation for both repeaters and battery back-up systems (Mason Consolidated Schools will provide)			
		20 amp dedicated 120v AC circuit with 2 duplex plugs (Mason Consolidated Schools will provide)			
		LABOR			
Removal of all mobile bus units Installation of all mobile bus units Repeater installs Repeater antenna system installs		Removal of all mobile bus units			
		Installation of all mobile bus units			
		Repeater installs			
		Repeater antenna system installs			
		Programming of all units			
Control station and antenna installs					
Training of District key personnel on the operation of all units					

# **APPENDIX A - Vendor Quote Response Format - Company Information** Form

Project: UHF 2-Way Repeater Radio System MCS # SE-9-2023
Bid To:
Superintendent's Office 2400 Mason Eagles Drive Erie, MI 48133 Attn: Kelli Tuller, Superintendent
Bids Due: September 29, 2023, 10:00 am Mason Consolidated Schools 2400 Mason Eagles Drive Erie, MI 48133
Company Name:
Direct Contact:
Address:
Phone:
Email:
Fax:
Authorized Signature:
Printed Name:

# **APPENDIX B - Vendor Quote Response Format - Financial Considerations**

Mason Consolidated Schools is requesting all vendors use the outline below to present quotes for this RFP.

Please submit your quote response in the following format:

- The Vendor is expected to build their own document presenting their solution using the page and column headings indicated below.
- Each device should have prices indicated and be identified in accordance with the requested specifications.
- Total cost of equipment
- Total cost of labor

Quantity	Item Description		Unit Cost	Total Cost
		Total cost of equipm	ent: \$	
	Total cost of labor: \$			

# **APPENDIX C - ASSURANCES and CERTIFICATIONS**

# Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The prospective contractor certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department or agency. Where the prospective contractor is unable to certify to any of the statements in this certification, such prospective contractor shall attach an explanation to this proposal.

# Certification Regarding Nondiscrimination Under Federally and State Assisted Programs

The applicant hereby agrees that it will comply with all federal and Michigan laws and regulations prohibiting discrimination and, in accordance therewith, no person, on the basis of religion, race, color, national origin, disability, age, sex, sexual orientation, gender identity or expression, height, weight, familial status, or marital status shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education or the MDE.

# Assurance Regarding Access to Records and Financial Statements

The applicant hereby assures that it will provide the pass-through entity, i.e., Mason Consolidated Schools, and auditors with access to the records and financial statements as necessary for the pass-through entity to comply with Section 400 (d) (4) of the U.S. Department of Education Compliance Supplement for A-133.

Signature:			
Date:			

# Appendix D - MASON CONSOLIDATED SCHOOLS FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT

Important: This Disclosure statement must be included with your bid as required by state law (Public Act 232 of 2004).

As required by Public Act 232 of 2004, all bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Mason Consolidated Schools board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive officer of the public school academy. Mason Consolidated Schools – board, intermediate school board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.

+++

I state that no familial relationship exists between the owner or any employee of the company and any member of the *Mason Consolidated Schools board, intermediate school board, or board of directors or the superintendent of the school district, intermediate superintendent of the intermediate school district, or chief executive officer of the public school academy.* If such a relationship exists, please explain:

By:	(signature)
Title:	(type or print)
Date:	
Subscribed and Sworn to Before Me:	
Thisday of, A.D.,	
Acting in and for the County of	
Michigan. My commission expires:	
Signature of Notary:	

# APPENDIX E - AFFIDAVIT OF BIDDER IRAN ECONOMIC SANCTIONS ACT

The undersigned, the owner or authorize	ed officer	of	
	(the	e "Bidder"), pu	rsuant to the Iran
Economic Sanctions Act (MCL 129.313)	, hereby	represents and	d warrants that it is not
an "Iran linked business".			
		BIDDER: _	
		By:	
		Its:	
STATE OF MICHIGAN	)	) ss.	
COUNTY OF	)		
The instrument was acknowledged before	re me on	the	day of
, 20, by			
, _==, ~=>, ~=>			
			, Notary Public
			<u> </u>
County, Mic	chigan		
My Commission Expires:			
Acting in the County of:			