

REQUEST FOR QUOTATION	<p style="text-align: center;"><b>TROY SCHOOL DISTRICT</b></p> <p style="text-align: center;">1140 RANKIN, TROY, MICHIGAN 48083</p> <p style="text-align: center;">248-823-4052</p> <p style="text-align: center;">FAX: 248-823-4077</p>	REQUISITION
No. <b>9566</b>		
DUE DATE <b>9-24-08</b> NO LATER THAN 3 p.m.		DATE <b>9-10-08</b>

**REQUEST FOR QUOTE – NOT AN ORDER**

THIS FORM MUST BE UTILIZED WHEN RESPONDING TO THIS REQUEST  
 BID ENVELOPE ENCLOSED

**THE RFQ NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE, THIS IS NOT AN ORDER**

Quantity	DESCRIPTION	UNIT PRICE	AMOUNT
	<p>Please supply us with your bid to furnish the Troy School District with <b>SMART Interactive Whiteboards</b>.</p> <p style="text-align: center;">Copies of the bid are available at:  <a href="http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm</a></p> <p style="text-align: center;">Bid recaps will be available at:  <a href="http://troy.k12.mi.us/purchasing/index.htm">troy.k12.mi.us/purchasing/index.htm</a></p> <p style="text-align: center;"><u><b>FACSIMILE BID IS NOT ACCEPTABLE</b></u></p> <p>Bids will not be accepted if submitted after the deadline specified (local time) in the advertisement to bid or in the information to bidders. The late submission of a bid makes the bid nonrepsonsive and is a material defect which shall not be waived by the Board of Education. Delays in the mail will not be considered. All Late bids in the mail will be returned to the bidder unopened.</p> <p>Proposal for the submission of alternatives by vendors will be accepted and reviewed. However, if any substitution or departure is not clearly noted and described, it will be understood that the bid intends to exactly meet the specifications.</p> <p>The Board of Education shall be the sole judge as to whether the proposed goods are "equal" or "approved". Quotations must be mailed or delivered to the Purchasing Office, 1140 Rankin, Troy, MI 48083 no later than 3 p.m. on the date shown above. Michigan State Sales and Use Taxes and Federal Excise Taxes do not apply unless otherwise indicated. Exemption certificates will be furnished when necessary. This request imposes no obligations on the buyer. The Board of Education reserves the right to accept or reject any or all bids or to split awards by items or to accept bids, which will best serve the Board of Education.</p>		

**THIS AREA MUST BE FILLED IN**

DELIVERY TIME	PRICES FIRM FOR	NAME OF COMPANY	TELEPHONE NO.
TERMS		NO. & STREET	FAX #
FOB DELIVERED	ALL DELIVERY CHARGES MUST BE INCLUDED IN PRICES SHOWN	CITY, STATE & ZIP CODE	E-MAIL
CONTACT PERSON (PLEASE PRINT)		SIGNATURE	DATE

**Note:** All bidders are specifically reminded that a completed Affidavit of Bidder (Familial Disclosure) MUST be completed and submitted with the bid response. Failure to include a completed copy will be grounds for disqualification of bid. The Affidavit of Bidder is required to be notarized for construction bids only. All others only require completion and signature.

**AFFIDAVIT OF BIDDER**

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the "Bidder), pursuant to the familial disclosure requirement provided in the \_\_\_\_\_ (the "School District") advertisement for construction bids, hereby represent and warrant except as provided below, that no familial relationships exist between the over(s) or any employee of \_\_\_\_\_ and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

**BIDDER:**

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN    )  
  )ss.  
COUNTY OF \_\_\_\_\_)

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2008, by \_\_\_\_\_.

\_\_\_\_\_  
  ),Notary Public  
\_\_\_\_\_  
  )County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of: \_\_\_\_\_

**Troy School District  
SMART Interactive Whiteboards  
Request for Bids  
TSD Bid #9566**



Advertisement for Bids

Date: September 10, 2008

Project: Troy School District  
SMART Interactive Whiteboards  
TSD Bid #9566

Bids Received: The District will accept sealed bids for the work as defined in the bid documents until 3:00 pm local time on Wednesday, September 24, 2008 at:

Troy School District  
Purchasing Department  
1140 Rankin  
Troy, MI 48083  
Attn: Frank Lams, Purchasing Supervisor

All bids will be publicly opened and read aloud promptly at 3:00 pm. A bid tabulation summary will be available.

The bid documents will be available on and after September 10, 2008 from the Troy School District Purchasing Department as indicated above or electronically at [http://www.troy.k12.mi.us/purchasing/items\\_out\\_for\\_bid.htm](http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm)

A recommended pre-bid conference is scheduled for September 17, 2008 at 9 am local time. All Bidders are responsible for complying with content presented at the pre-bid conference, to be held at the Troy School District Services Building, 4420 Livernois Rd Troy MI 48098.

Each bidder fully waives any claim it has or may have with Troy School District arising from or in connection with the administration, evaluation, or recommendation of any bid.

The District reserves the right to reject any or all Bids, either in whole or in part, to reject a bid not fully compliant with the bid documents or to reject a bid which is in any way incomplete or irregular and to waive informality or irregularity in bid responses and in bidding.

The District reserves the right to consider Alternates that may be proposed, in any combination or order, and to determine the low bidder based on base bid plus selected Alternates, if any, to award a bid that the District, in its sole discretion, determines to be in its best interest. Low bid may not be the sole determining factor in selecting the bid that is deemed in the District's best interest.

### Instructions to Bidders

1. The Bid Documents shall include this set of instructions and bid specifications, properly executed Familial Disclosure and Affidavit of Bidder forms, and any Addenda that may arise through the bid process.
2. Addenda shall be posted on the District's website at [http://www.troy.k12.mi.us/purchasing/items\\_out\\_for\\_bid.htm](http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm). Bidders are responsible for confirming that their response complies with all Bid Documents.
3. Respondents to the RFB shall be considered formal Bidders, and are bound by and agree to all terms and conditions described herein.
4. A sealed response to this documentation that is submitted in a timely fashion by the deadline provided in the Advertisement for Bids shall be considered a Bid.
5. The Base Bid shall be the total dollar amount for which the Bidder agrees to complete all of the work described herein, inclusive of shipping, permits, fees, and other charges. This total may be modified solely through change orders initiated by the District, using pricing provided as Alternates or Unit Pricing on the bid form. **Note that this project is product delivery only, no installation labor is requested.**
6. Bidders shall include unit prices for all components identified on the bid form. Unit price values are used in the evaluation of a bid submission. Any unit price, add or deduct, that is determined to be unusual or obviously far above or below expected market costs may be rejected without affecting the base bid or other unit prices. Numerous irregularities in unit pricing that do not coincide with the base bid may be cause for complete disqualification.
7. Unit prices shall be firm and honored for the entire duration of the project, as described in the bid documents.
8. Bidders shall not propose substitutes or alternative makes or models for any product, unless specifically permitted in the bid specifications.
9. Troy School District is Tax Exempt, and no federal, state, or local taxes shall be included.
10. Bidders shall prepare their response using the Bid Form located within the Bid Documents. ALL BLANKS MUST BE COMPLETED by typewriter or by hand in ink – any items that do not affect the base bid shall be marked "NO CHANGE" – do not leave blanks. The Bid Forms shall not be provided electronically in a modifiable format.
11. Amounts shall be entered in words and in figures. In the case of a discrepancy, the amount stated in words shall be the determinant.
12. Questions regarding this bid shall be accepted in writing until **3:00 pm September 19, 2008**. Submit all questions via e-mail to [bids@troy.k12.mi.us](mailto:bids@troy.k12.mi.us) Subject "SMART Board Question" or via fax to 248-823-5050 ATTN: SMART Board Questions. Any attempt to communicate directly with District staff in any other fashion regarding this bid shall be cause for disqualification of that Bidder.

13. Submit the original bid and **three copies** (clearly identify which is the original) to the District address defined in the Advertisement for Bids on or before the deadline provided. The outside of the bid submission package shall clearly indicate the following:

SMART BOARD BID RESPONSE – SEALED BID ENCLOSED  
TSD BID #9566  
Bidder's Name  
Date and Time of Bid Opening

14. The Bidder is solely responsible for timely delivery and receipt of the bid. Late bids will not be accepted, for any reason.
15. Bid responses must be sealed and physically received in the bid office before the deadline. NO E-MAIL OR FAXED BID RESPONSES WILL BE ACCEPTED.
16. Unauthorized terms, conditions, limitations, or provisions may be cause to reject the Bid.
17. Bids may not be modified, canceled, or withdrawn for sixty (60) calendar days after Bid Opening.
18. Any bid submitted before the deadline may be withdrawn or modified in writing, either personally or by written request to the bid office described in the Advertisement for Bids, prior to the Bid Opening.
19. All costs of preparing and submitting a bid response shall be covered by the Bidder.
20. The District reserves the right to reject any or all Bids, either in whole or in part, to reject a bid not fully compliant with the bid documents or to reject a bid which is in any way incomplete or irregular and to waive informality or irregularity in bid responses and in bidding.
21. The District reserves the right to consider Alternates that may be proposed, in any combination or order and to determine the low bidder based on base bid plus selected Alternates, if any.
22. The District reserves the right to award a bid that the District, in its sole discretion, determines to be in its best interest. Low bid may not be the sole determining factor in selecting the bid that is deemed in the District's best interest.
23. The District reserves the right to negotiate with any Bidder without rebidding the project in whole or in part.

The Bid Schedule is as follows:

Bids available	September 10, 2008
Pre-Bid conference	September 17, 2008, 9:00 am
Deadline for RFI submission	September 19, 2008, 3:00 pm
Deadline for RFI responses and Addenda	September 22, 2008, 2:00 pm
Bids Due	September 24, 2008, 3:00 pm
Bids Opened	September 24, 2008, 3:01 pm
Post Bid Interviews	September 26, 2008, 9 am-12 pm
Bid Award	October 7, 2008, 7:30 pm Board of Education meeting

By submitting a response, Bidders confirm that they understand and comply with all terms, conditions, and specifications outlined in the Bid Documentation.

#### Overview

The Troy School District ("the District") is a 12,000 student public K-12 school district in Oakland County, MI, comprised of 20 instructional buildings (twelve elementary, four middle, two comprehensive high, one alternative/community high, and one International Baccalaureate high school) and four administrative and support facilities. Each building has high speed Internet connectivity via a district fiber optic network, and every classroom has at least one dedicated instructional computer. Overall student:computer ratio in the district is approximately 2.6:1.

After a review process that included on-site demonstrations before a selection committee of teachers, administrators, and technology staff, the district has selected SMART Technologies as the manufacturer for its Interactive Whiteboard (IWB) implementation. This document seeks pricing to acquire SMART IWBs and related technologies in all instructional buildings.

#### Length of project and purchase order process

The District intends to purchase and install approximately 190 SMART Board systems and accompanying technology within the next calendar year (total quantity subject to change via unit pricing). However, due to logistics and capacity limitations, not all systems can be purchased at once. Therefore, the District is requiring pricing to be valid for not less than 12 months from the date of submission, or until the final phase order of the project is placed, whichever is earlier. The District will commit to volume orders of not less than 20 units per order at the offered price, and Bidders shall clearly indicate quantity orders that may result in additional savings to the District (i.e. 50 Boards and projectors purchased together are at 5% discount), to assist the District in determining exact size and number of order phases. The District requires that warranty coverage will not commence on each order until all components of that order have been delivered to the District, and understands that this will result in multiple end dates for warranty for the overall project. **BIDDERS SHALL NOT PLACE THE FULL ORDER IMMEDIATELY UPON RECEIPT OF PURCHASE REQUEST AND ALLOW WARRANTY TO EXPIRE BEFORE DISTRICT TAKES OWNERSHIP.**

This project requires Bidders to furnish materials only. Therefore, no contract shall be required. The District shall issue purchase orders to initiate each phase of equipment when desired. Delivery of materials shall be to each individual school building as indicated on the purchase order(s) that initiates each phase of ordering. There will be multiple shipments to each of the 20 instructional buildings, along with other District facilities over the duration of the project.

### Desired configurations

The District is seeking two different configuration packages for SMART Boards: a fixed solution (board and projector mounted to a wall) and a portable solution (board on wheeled stand, projector on wheeled cart), along with other interactive classroom technologies.

#### *Fixed configuration SMART Board package*

- SMART SB685 Board 87" diagonal active screen, 16:10 aspect ratio, complete package from manufacturer to include Notebook software license, stylus set, wall mount strips, USB cable, etc. **(no alternatives considered)**
- Epson 400W Short Throw LCD projector 16:10 aspect ratio, includes second lamp and three (3) year warranty with ERA replacement **(no alternatives considered)**
- Epson ELP MSTPW wall mount kit for 400W projector **(no alternatives considered)**
- White wall plate with audio/visual interfaces as follows:
  - One (1): 15 pin female VGA (outside face)/five (5) BNC connectors with minimum 6" integrated, color coded pigtailed (inside face)
  - One (1): USB barrel connector, (*Bidder to specify type*) female (outside face)/A type female (inside face)
  - One (1): S-Video barrel connector, 4-pin mini DIN female
  - One (1): Composite video barrel connector, RCA female (outside face)/BNC female (inside face)
  - One (1): Computer audio barrel connector, 3.5 mm stereo mini jack

*Note: The District has used a stock Extron WPB 201 faceplate, then modified to add USB barrel, or has evaluated a stock Extron WPB 202 faceplate, removing the provided network keystone jack and replacing with a USB keystone barrel in the desired configuration. Bidders are free to use these solutions or to engineer another option as you deem to be the best solution – provide product cut sheets, a text description of your solution AND ONE SAMPLE PROPOSED SOLUTION as part of the bid response. THE DISTRICT WILL NOT BE FINANCIALLY RESPONSIBLE FOR ANY SOLUTION THAT IT DOES NOT PRE-INSPECT, INCLUDING SAMPLE OF BIDDER-MODIFIED EXTRON PLATE. Samples will be returned after the successful bidder is selected.*

- White, external wall box to cleanly fit proposed wall plate solution, e.g., Extron 60-453-03 dual gang or equivalent
- Bundle of pre-terminated, plenum rated wall plate (inside face) to projector cable bundles, minimum 35' length, providing:
  - Computer video, 15 pin HD male to 5 BNC male
  - Computer audio, 3.5 mm stereo mini male to male
  - S-video, 4 pin min DIN male to male
  - Composite, RCA male yellow to BNC male
  - Audio, RCA red/RCA white male to male
  - E.g. Extron WPBC 202-35, or equivalent (must provide cut sheets)
- Two (2) 15' 15 pin VGA male-male video cables with 1' computer audio 3.5mm stereo mini male plug integrated at both ends **and VGA pin 12 not present** (pre-ordered or cleanly removed by Bidder)
- 15' USB male A type one end, other end compatible with bidder's wall plate solution
- Two (2) 15' Composite video, L-R audio and S-Video male-male cables
- DVI-I male to DVI-D female + VGA female splitter cable, e.g. DVIgear #DVI-8415b

#### *Document Camera (fixed board) package*

Every elementary classroom in the district presently contains an Elmo P30 document camera. Therefore, most elementary fixed document cameras will not require a new document camera solution, and the quantities are adjusted. However, one new document camera package for each elementary is provided in the initial count based on possible installation of a fixed board in every elementary Large Group Instruction (LGI) classroom that currently does not include its own document camera.



- Qomo QD700 document camera **(no alternatives considered)**
- Black, metal adjustable open 3-shelf utility cart
  - 18"Wx24"D, adjustable top shelf height 26-42"
  - Three (3) outlet UL listed grounded electrical outlet strip w/ 15' cord
  - 4" casters, two (2) lockable
  - Rubber mat on top shelf
  - H.Wilson W42AE or equivalent (provide cut sheets)

*Portable configuration complete package*

- SMART SB680 Board 77" diagonal active screen, 16:10 aspect ratio, complete package from manufacturer to include Notebook software license, stylus set, USB cable, etc. **(no alternatives considered)**
- SMART SB670 rolling floor stand for SB680 board **(no alternatives considered)**
- Epson 83+ LCD projector includes second lamp and three (3) year warranty with ERA replacement **(no alternatives considered)**
- Qomo QD700 document camera **(no alternatives considered)**
- 15' VGA 15 pin male-male video cable
- Wheeled presentation cart for projector & doc cam:
  - Minimum 18"Wx24"Dx38"H, adjustable 2<sup>nd</sup> shelf height 13-28"
  - Four (4) gray laminate work surfaces, black metal frame
  - Four (4) 3" casters, two lockable,
  - Three (3) outlet UL listed grounded electrical outlet strip w/ 15' cord
  - H.Wilson WPS4E or equivalent (provide cut sheets)

*Additional materials*

- SMART Senteo SNT-32 student response systems **(no alternatives considered)**
- SMART WC6-NA Bluetooth connection set **(no alternatives considered)**. Several of these will be ordered at the start of the project to facilitate special need installations, however some may be returned unopened and in saleable condition based on room conditions during installation. Bidders shall include any possible restocking fees in the price of this product.
- SMART CAT5-XT Cat5 to USB extender **(no alternatives considered)**. Several of these will be ordered at the start of the project to facilitate special need installations, however some may be returned unopened and in saleable condition based on room conditions during installation. Bidders shall include any possible restocking fees in the price of this product.
- SMART R-PEN-ER 4 stylus with eraser kit **(no alternatives considered)**
- RF Interactive tablet
  - Qomo QIT30
  - SMART WS100
  - Or equivalent
  - Provide cut sheets
- Panduit surface raceway and supplies **(no alternatives considered)**
  - Pan-Way LD10WH8-A surface raceway, 160' per box
  - RAF10WH-X right angle, 10 per bag
  - CFX10WH-X coupler, 10 per bag
  - ICF10WH-X inside corner, 10 per bag
  - OCF10WH-X outside corner, 10 per bag
- TOGLER wall anchors **(no alternatives considered)**
  - SnapToggle BA, 3/16"-24, box of 100
  - SnapToggle BB, 1/4"-20, box of 100
- Misc hardware
  - 3/16"x1" nylon anchors, box of 100
  - #10-24x2" machine screws, box of 100

- ¼"-20x2½" machine screws, box of 100

Quantities

The following approximate quantities will be included in the base bid price. While overall totals will likely be minimums (approximately 190 Board packages, 60 Senteo sets), the District reserves the right to increase or decrease the ratio of fixed to portable packages, or even the overall total, throughout the duration of the project. Unit pricing shall dictate any changes in quantity.

Approx Quantity	Description
150	Fixed SMART Board package, includes board, projector & lamp, mount, wall plate, cables
100	Document camera (fixed board) package, includes doc cam and cart
35	Portable package, includes board, stand, projector & lamp, document camera, cart, cables
60	Senteo SNT-32 systems
7	Senteo padded cases
7	Senteo loose USB receivers
25	WC6-NA Bluetooth sets
25	CAT5-XT extender sets
9	Pan-Way LD10WH8-A surface raceway, 160' per box
2	RAF10WH-X right angle, 10 per bag
2	CFX10WH-X coupler, 10 per bag
2	ICF10WH-X inside corner, 10 per bag
2	OCF10WH-X outside corner, 10 per bag
2	SnapToggle BA, 3/16"-24, box of 100
2	SnapToggle BB, ¼"-20, box of 100
2	3/16"x1" nylon anchors, box of 100
2	#10-24x2" machine screws, box of 100
2	¼"-20x2½" machine screws, box of 100
2	Spare SB685 Board
2	Spare SB680 Board
10	Spare Epson 400W projectors
5	Spare Epson 83+ projectors
3	Spare Oomo QD700 document cameras
5	Spare R-PEN-ER kits

Building locations and approximate Board counts per site

<b>Approx #</b>	<b>School</b>	<b>Approx #</b>	<b>School</b>
8	<b>Barnard Elementary School</b> 3601 Forge Dr. Troy, MI 48083	6	<b>Martell Elementary School</b> 5666 Livernois Troy, MI 48098
7	<b>Bemis Elementary School</b> 3571 Northfield Parkway Troy, MI 48084	6	<b>Morse Elementary School</b> 475 Cherry Troy, MI 48083
5	<b>Costello Elementary School</b> 1333 Hamman Troy, MI 48085	6	<b>Schroeder Elementary School</b> 3541 Jack Drive Troy, MI 48084
6	<b>Hamilton Elementary School</b> 5625 Northfield Parkway Troy, MI 48098	7	<b>Troy Union Elementary School</b> 1340 E. Square Lake Road Troy, MI 48085
5	<b>Hill Elementary School</b> 4600Forsyth Troy, MI 48085	6	<b>Wass Elementary School</b> 2340 Willard Troy, MI 48085
7	<b>Leonard Elementary School</b> 4401 Tallman Troy, MI 48085	6	<b>Wattles Elementary School</b> 3555 Ellenboro Troy, MI 48083
10	<b>Baker Middle School</b> 1359 Torpey Troy, MI 48083	10	<b>Larson Middle School</b> 2222 E. Long Lake Road Troy, MI 48085
10	<b>Boulan Park Middle School</b> 3570 Northfield Parkway Troy, MI 48084	10	<b>Smith Middle School</b> 5835 Donaldson Troy, MI 48085

<b>Approx #</b>	<b>School</b>	<b>Approx #</b>	<b>School</b>
29	<b>Athens High School</b> 4333 John R Troy, MI 48085	29	<b>Troy High School</b> 4777 Northfield Parkway Troy, MI 48098
3	<b>Niles Community High School</b> 201 W. Square Lake Road Troy, MI 48098	8	<b>International Academy East</b> 1291 Torpey Dr. Troy, MI 48083
Spares	<b>Services Building</b> 4420 Livernois Rd Troy, MI 48098		

### **Extension of Bid Pricing to Other Entities**

The Troy School District frequently participates in collaborative purchasing with other public school districts within Oakland County. We have been approached by another district regarding the possibility of purchasing additional quantities of product in connection with this bid. All respondents are therefore asked to extend the same terms and conditions applied to the Troy School District to any other Michigan public school district during the life of this project.

**TROY SCHOOL DISTRICT  
BID #9566  
SMART INTERACTIVE WHITEBOARDS**

Bid Form

NAME OF BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

BID

Pursuant to and compliant with your Advertisement for Bids and Bid Documents, we the undersigned propose to furnish the equipment and materials described therein for the purpose of supplying the Troy School District with SMART Interactive Whiteboards and related equipment, and agree to the payment terms outlined within the Bid Documents.

**BASE BID – Fixed Board packages, fixed document camera packages, portable Board packages, Senteo systems, and supporting materials.**

\_\_\_\_\_ Dollars \$ \_\_\_\_\_

Note: The amount shall be shown in both words and figures. In case of discrepancy, the amount in words shall be determininant.

**MANDATORY ALTERNATES** – The base bid may be increased or decreased by the acceptance of the following mandatory alternates. The amounts provided below are inclusive of all costs, expenses, fees, shipping, overhead & profit, and other charges.

Mandatory Alternate 1: Replace all combined single 15' VGA + computer audio cables (quantity 300) with 15' VGA 15 pin male-male cables (no pin 12) plus separate 15' 3.5 mm stereo mini jack male-male cables.

Add/Deduct \_\_\_\_\_

\_\_\_\_\_ Dollars \$ \_\_\_\_\_

Mandatory Alternate 2: Replace all combined 15' composite video/s-video/R-L audio single cables (quantity 300) with separate 15' composite video/R-L audio male-male cables and 15' S-video 4-pin mini DIN male-male cables.

Add/Deduct \_\_\_\_\_

\_\_\_\_\_ Dollars \$ \_\_\_\_\_

Mandatory Alternate 3: Furnish one document camera (fixed board) package for every fixed board package provided (approximate quantity 50 additional units).

Add/Deduct \_\_\_\_\_  
 \_\_\_\_\_ Dollars \$ \_\_\_\_\_

Mandatory Alternate 3: Furnish one RF interactive tablet (identify model provided) for each fixed and each portable board package (approximate quantity 190 units) included in the bid.

Add/Deduct \_\_\_\_\_  
 \_\_\_\_\_ Dollars \$ \_\_\_\_\_

**VOLUNTARY ALTERNATES** – Bidders may propose alternatives to certain solutions if permitted in the bid documents. Attach additional alternates, if any, on a separate sheet of paper. The amounts provided below are inclusive of all costs, expenses, fees, shipping, overhead & profit, and other charges.

Alternate 1: \_\_\_\_\_

Add/Deduct \_\_\_\_\_  
 \_\_\_\_\_ Dollars \$ \_\_\_\_\_

Alternate 2: \_\_\_\_\_

Add/Deduct \_\_\_\_\_  
 \_\_\_\_\_ Dollars \$ \_\_\_\_\_

Alternate 3: \_\_\_\_\_

Add/Deduct \_\_\_\_\_  
 \_\_\_\_\_ Dollars \$ \_\_\_\_\_

**UNIT PRICES** – Total quantities may be increased or reduced based on the following schedule of unit prices. The amounts provided below are inclusive of all costs, expenses, fees, shipping, overhead & profit, and other charges.

Unit Price	Description	Add	Deduct
UP-1	Cost to furnish one (1) SB685 Board	_____	_____
UP-2	Cost to furnish one (1) SB680 Board	_____	_____
UP-3	Cost to furnish one (1) complete fixed board package	_____	_____
UP-4	Cost to furnish one (1) complete document camera (fixed board) package	_____	_____

UP-5	Cost to furnish one (1) complete portable board package	_____	_____
UP-6	Cost to furnish one (1) 400W projector	_____	_____
UP-7	Cost to furnish one (1) 83+ projector	_____	_____
UP-8	Cost to furnish one (1) ELPMPSTPW projector wall mount	_____	_____
UP-9	Cost to furnish one (1) QD700 doc cam	_____	_____
UP-10	Cost to furnish one (1) 3-shelf utility cart	_____	_____
UP-11	Cost to furnish one (1) 4-shelf presentation cart	_____	_____
UP-12	Cost to furnish one (1) SB670 stand	_____	_____
UP-13	Cost to furnish one (1) SNT-32 system	_____	_____
UP-14	Cost to furnish one (1) padded Senteo bag	_____	_____
UP-15	Cost to furnish one (1) Senteo USB receiver	_____	_____
UP-16	Cost to furnish one (1) SC6-NA Bluetooth interface	_____	_____
UP-17	Cost to furnish one (1) CAT5-XT kit	_____	_____
UP-18	Cost to furnish one (1) R-PEN-ER kit	_____	_____
UP-19	Cost to furnish one (1) RF tablet	_____	_____
UP-20	Cost to furnish one (1) wall plate/wall box combo	_____	_____
UP-21	Cost to furnish one (1) pre-terminated cable bundle	_____	_____
UP-22	Cost to furnish one (1) 15' VGA/computer audio cable, as described	_____	_____
UP-23	Cost to furnish one (1) VGA cable (MA-1)	_____	_____
UP-24	Cost to furnish one (1) 15' computer audio cable	_____	_____
UP-25	Cost to furnish one (1) 15' USB cable	_____	_____
UP-26	Cost to furnish one (1) 15' Composite video, audio, S-video cable	_____	_____
UP-27	Cost to furnish one (1) 15' Composite	_____	_____

Video/audio cable (MA-2)

UP-28 Cost to furnish one (1) 15' S-video cable \_\_\_\_\_

UP-29 Cost to furnish one (1) DVI-I to DVI/VGA \_\_\_\_\_

**TAXES** – Troy School District is tax-exempt. Do not include federal, state or local tax charges in the bid, although usage taxes, if any, shall be included.

**ADDENDA** – The Bidder acknowledges the receipt of the following addenda:

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_ Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_ Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_ Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

**BID WITHDRAWAL** – The Bidder agrees that the Bid will not be withdrawn for sixty (60) calendar days from the date of bid opening.

**NON-COLLUSION** – The Bidder certifies that this Bid has not been prepared in collusion with any other bidder, and that the prices, discounts, terms and conditions of this response have not been directly or indirectly communicated with any parties other than the recipient of this Bid Response, and will not be communicated prior to the opening of the Bid.

Signature below may serve as a sworn statement made under oath, and is made subject to the provisions of 18 U.S.C., 1001, related to the making of false statements.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Title



**TROY SCHOOL DISTRICT  
SMART Interactive Whiteboards  
TSD Bid #9566  
Addendum #1**

Issue Date: September 22, 2008

**New or revised documents issues with this Addendum**

Original bid form contains two items labeled MA-3. **Bidders shall manually update** the second Mandatory Alternate on the bid form, page 14 of the Bidder packet to read (bold indicates changes):

Mandatory Alternate **4**: Furnish one RF interactive tablet (identify model provided **and include cut sheets**) for each fixed and each portable board package (approximate quantity 190 units) included in the bid.

**Project manual revisions**

- Item 1      Page 8 description of White wall plate, **add** the requirement of  
                    Two (2): Composite audio barrel connector, RCA female (outside face)/RCA female (inside face), one red, one white. These audio connectors shall be shared between composite video and S-Video
- Item 2      Page 10 Quantities, **change** Approx Quantity Fixed SMART Board package (line 1) to **155**

**TROY SCHOOL DISTRICT  
SMART Interactive Whiteboards  
TSD Bid #9566  
Request for Information #1**

The Bidder requests the following clarification or information:

Q1: My company SmartEd Services has received a copy of TSD BID 9566, and although the bid states that **no alternatives considered**, my company would like to submit a bid with an alternative projector.

<u>Nickeyta Burroughs</u>	<u>SmartEd Services</u>	<u>September 15, 2008</u>
Name	Company	Date

A1: The appropriate process for submitting bids is described in the bid documentation. Bidders are to respond to the base bid as instructed and may offer any voluntary alternates they desire.

<u>Scott Bryan</u>	<u>Troy School District</u>	<u>September 22, 2008</u>
Name	Company	Date

**TROY SCHOOL DISTRICT  
SMART Interactive Whiteboards  
TSD Bid #9566  
Request for Information #2**

The Bidder requests the following clarification or information:

Q1: We have a question – will you consider the possibility of splitting the award of your bid? (i.e, projectors from one vendor/source, SMARTBoards from another – obviously grouped appropriately).

<u>Len Radjewski</u>	<u>AVI-SPL</u>	<u>September 16, 2008</u>
Name	Company	Date

A1: Bidders are to respond to the base bid as instructed and may offer any voluntary alternates they desire. The Board of Education will consider all bid submissions that comply with bid requirements.

<u>Scott Bryan</u>	<u>Troy School District</u>	<u>September 22, 2008</u>
Name	Company	Date

**TROY SCHOOL DISTRICT**  
**SMART Interactive Whiteboards**  
**TSD Bid #9566**  
**Request for Information #3**

The Bidder requests the following clarification or information:

- Q1: The description of the interfaces needed on the wall plate do not match the Extron example identified. The Extron plate has composite video with left and right audio and S-video with left and right audio. In your listing of requirements you do not mention any audio for either video input. Can you clarify?
- Q2: There is some concern with the USB on the wall plate as far as the 16' distance rule. If the plan is to use the USB cable provided with the board to connect the board to the back of the wall plate and then use the 15' USB cable from the front of the plate to the computer, this will violate the 16' rule.
- Q3: Is a 12' cable acceptable for the composite video, L&R audio and S-Video cable in place of the 15' requested?
- Q4: Will you be answering questions as they come in or all in one batch. If in one batch, when and how will the answers be provided, by email or by an addendum on the website?

Paul Spence  
Name

SmartEd Services  
Company

September 15, 2008  
Date

- A1: The bid specification defines the desired wall plate interfaces and provides examples of how the district has solved the problem with modifications to off-the-shelf products as examples only. Bidders should propose a solution to solve the problem and should clearly explain how it is solved. The plate specification is missing RCA connectors for shared audio to go with either the S-Video or composite video - the specification will be updated via addendum.
- A2: 16' rule concern is duly noted - respond to the base bid as specified and propose voluntary alternates if you choose
- A3: Cables should be in the requested length for base bid

A4: We periodically check this mailbox during the open question period and reply first individually to questions that come in, then post all received questions and their answers via Addendum. Take note of the question deadline and the date for posting the addendum as outlined in the bid specification.

Scott Bryan  
Name

Troy School District  
Company

September 22, 2008  
Date

**TROY SCHOOL DISTRICT  
SMART Interactive Whiteboards  
TSD Bid #9566  
Pre-Bid Meeting minutes**

Meeting Date: September 17, 2008  
Location: Troy School District Services Building

1. Reviewed bid timetable:
  - a. Bids due 3:00 pm SHARP September 24 at 1140 Rankin St, District Purchasing Department
  - b. Pre-bid not mandatory, but all bidders responsible for content
  - c. RFI deadline September 19
  - d. RFI answers/Addendum deadline September 22
  - e. Road construction issues were highlighted
2. Bidder instruction # 5: Project is delivery only, no labor
3. Bidder instruction #8: regarding substitutes or alternates
4. Bidder instruction #10: No blanks should be left on the bid form
5. Bidder instruction #11: RFI deadline 3:00 pm, instructions on asking questions
6. Bidder instruction #13: Original and 3 copies of bid, indicated importance of clearly marking outside of package
7. Phased purchasing was described
  - a. District does not have resources to store or install 190 Boards, so will order in phases
  - b. Pricing shall be good for 12 months **from date of Board award** or until District places final phase order (with accompanying note to indicate final), whichever is sooner
  - c. Bidders shall identify any price breaks for size of order per phase
  - d. Shipping will be to each building, and may include multiple shipments. **School buildings have receiving area, but do not have loading docks.** Exceptions are Services Building (technology warehouse/spares delivery) and Rankin (central stores warehouse).

- e. Warranty for district shall be in effect upon district's receipt of materials for each phase. Therefore, **bidders shall not place complete order and dispense as needed** – unless bidder intends to extend warranty themselves (and must provide written certification to support).
  - f. Extension of bid pricing to other entities was highlighted – for duration of project
8. Configurations were reviewed
- a. Discussion of desired wall plate
    - 1. Note configuration change as listed above
    - 2. Required sample as part of bid submission was highlighted
  - b. Discussion of VGA cable lacking pin 12
    - 1. Base bid is cable that includes audio cable
    - 2. Mandatory Alternate MA-1 is VGA cable and separate audio cable
  - c. Discussion of document camera package
    - 1. District may reuse existing cameras in fixed locations, therefore requires fewer doc cam packages than fixed board packages in base bid
    - 2. Mandatory Alternate MA-3 provides for one doc cam package per fixed board package
    - 3. Identified that bid form has two MA-3 line items. Take note of Bidder instructions to modify bid form issued in this Addendum – note that RF Tablets are MA-4.
  - d. Discussion of portable board configuration
    - 1. Question regarding cable management/safety concerns, bidders are encouraged to recommend a solution
    - 2. Cart for portable solution differs from cart in document camera solution
  - e. Discussion of additional materials
    - 1. WC6-NA and CAT5-XT quantities will be ordered to address long lead time from SMART to facilitate installation in as yet unknown classroom locations. If not all are used, District will return – bidders shall include a restocking fee as appropriate.
  - f. Discussion of quantities
    - 1. Quantities are anticipated minimums based on projected needs. Final purchased numbers may differ slightly based on field conditions and District needs. District provides the numbers with the intent to secure the best possible volume discounts and intends to

honor listed quantities to its best ability. The most likely differences in quantity are changes in the number of fixed and portable solutions, but the total number of Board sets is anticipated to be approximately as listed. HOWEVER, Bidders may not appeal the District's decision to purchase equipment in numbers that differ from these quotes – price changes shall be managed by unit pricing.

2. A discrepancy in unit quantities vs. approximate totals was identified, and an update to the chart of quantities is listed in this Addendum.



**Troy School District**  
**SMART Interactive Whiteboards**  
**Bid 9566**

	<u>City Animation</u>	<u>Smart Ed Services</u>
Base Bid	\$ 982,818.00	\$ 873,437.44
Mandatory Alt #1	+ 12,090.00	- 8.07/room
Mandatory Alt #2	- 12,400.00	- 7.10/room
Mandatory Alt #3	+ 1,098.00/system	+ 1,159.00
Mandatory Alt #4	+ 299.00/unit	+ 351.77
Voluntary Alt #1	+ 30.00/each	no bid
Voluntary Alt #2	- 75.00	no bid
 <b><u>Unit Prices</u></b>		
SB685 Board	+ 1,517.00	+ 1,470.93
SB 680 Board	+ 1,260.00	+ 1,087.06
Complete Board Package	+ 3,855.00	+ 3,165.58
Complete Document Camera Pkg	+ 1,098.00	+ 1,227.35
Complete Portable Board Pkg	+ 3,731.00	+ 3,318.54
400W Projector	+ 1,042.00	+ 1,030.21
83+ Projector	+ 627.00	+ 600.00
ELPMSTPW	+ 234.00	+ 247.06
QD700 Doc Cam	+ 995.00	+ 1,159.00
3-Shelf Utility Cart	+ 103.00	+ 68.35
4-Shelf Presentation Cart	+ 190.00	+ 157.06
SB670 Stand	+ 392.00	+ 308.24
SNT-32 System	+ 1,764.00	+ 1,763.53
Padded Senteo Bag	+ 57.00	+ 52.94
Senteo USB Receiver	+ 657.00	+ 617.65
WC6-NA Bluetooth Interface	+ 187.00	+ 175.29
CAT5-XT Kit	+ 93.00	+ 87.06
R-PEN-ER Kit	+ 14.00	+ 12.94
RF Tablet	+ 299.00	+ 351.77
Wall Plate/Wall Box Combo	+ 115.00	+ 103.01
Pre-Terminated Cable Bundle	+ 219.00	+ 205.88
15' VGA/Computer Audio Cable	+ 99.00	+ 18.83
VGA Cable (MA-1)	+ 95.00	+ 7.18
15' Computer Audio Cable	+ 43.00	+ 3.58
15' USB Cable	+ 22.00	+ 2.46
15' Composite Video, Audio, S-Video cable	+ 95.00	+ 16.56
15' Composite Video/Audio Cable (MA-2)	+ 35.00	+ 5.77
15' S-Video Cable	+ 20.00	+ 3.69
DVI-I to DVI/VGA	+ 32.00	+ 35.25

AVI-SPL: No Response  
SEHI: No Response

Federated Service Pro: No Response  
Dell: No Response