

DAVIE COUNTY SCHOOLS
RFP #IFP202201
Instructional Interactive Flat Panels

The Davie County Board of Education, herein referred to as Davie County Schools (DCS), is accepting bids to purchase multiple quantities of instructional Interactive Flat Panels (IFPs). This Request For Proposal (RFP) has been initiated to select and purchase IFPs for six elementary schools, three middle schools, an early college high school, an alternative school and four or more virtual school teacher classrooms. Installation of the new instructional panels is required as part of this RFP and is anticipated to commence as soon as product can be delivered and an implementation plan is approved.

The Awarded Bidder must be a qualified vendor of instructional interactive flat panel technology. Bidders shall submit sealed bids using the attached forms. Bid envelopes must be marked "RFP #IFP202201 – DCS Interactive Flat Panels". Bidders may include any related literature, brochures or written material pertaining to this bid in the sealed envelope. Sealed bids must be submitted before 2:00 p.m., Friday, February 25th, 2022, at which time bid envelopes will be publicly opened. Absolutely no bids will be accepted after this time. Hand delivered envelopes will be accepted. Faxed or emailed bids will not be accepted. Sealed bid envelopes shall be stamped (with date and time) by DCS staff to verify the authenticity and timeliness of receipt. Sealed bids should be brought or mailed to the address listed below as the bid opening will take place at this same address:

Davie County Schools
220 Cherry Street
Mocksville, NC 27028
Attn: Clay Harris
Finance Department

THE FOLLOWING INFORMATION MUST BE PRINTED ON THE OUTSIDE OF THE BID ENVELOPES:

- RFP #IFP202201 - DCS Interactive Flat Panels
- Company Name
- Date and Time of Bid Opening

This bid document was prepared by the DCS Technology Department. Please read the instructions and specifications carefully. If you have questions concerning this RFP document, please send emails to the following address: dcs-rfp@davie.k12.nc.us or contact Butch Rooney, Chief Technology Officer, Davie County Schools Technology Department, 336-751-5921 Ext: 1022.

Davie County Schools (DCS) reserves the right to reject bids, upon evidence of, or as determined by DCS staff or legal counsel, before or after the bid opening, that a bidder is not necessarily qualified by experience, is not in a position to deliver product or perform the work specified in the time period allotted, or there is evidence or there is suspicion of collusion with intent to defraud or participate in unethical or illegal practices.

SECTION I - TERMS AND CONDITIONS

1. Any qualified vendor of Interactive Flat Panel (IFP) technology may bid. The preferred IFP is the Promethean ActivPanel. The model of specific interest is the Promethean Titanium model but the Nickel model may be quoted for panels 65" and smaller. Although Promethean panels have been selected by instructional staff as the preferred IFP brand, the school system will accept bids for other IFP brands and models. However, the Promethean ActivPanel has been chosen by instructional staff as a panel of choice. The school system reserves the right to not consider any other brands based on preference with or without a written notice to the bidder at any time in the RFP process.
2. Bidders are not necessarily restricted to any particular brand but the Promethean ActivPanel is the desired IFP. The Promethean brand and Titanium model was chosen as the specific IFP of choice by instructional staff. Of course, not every brand of IFP was reviewed by the instructional staff so vendors of alternative brands will be permitted to submit bids. Bids for other brands, makes and models are allowed and the brand that is bid should be superior in functionality than the Promethean ActivPanel.
3. This RFP will be awarded to the best overall bid as outlined in the selection criteria. DCS reserves the right to award the bid arbitrarily based numerous factors in addition to those outlined in the selection criteria. Price, although an important factor, is among several considerations. Installation is of key interest and will be considered extremely important. Combined with other considerations, installation, timeline capabilities, training offered and K12 experience may outweigh price in the award decision.
4. It is the desire of DCS to award this RFP to one bidder as the Awarded Bidder and a secondary bidder as the Alternate Awarded Bidder. In case the Awarded Bidder is replaced due to non-compliance of the general terms and conditions, expectations, scope of work of installation or any other reason, the Alternate Awarded Bidder will be notified of the award and subject to all terms and conditions of this RFP as the Awarded Bidder and regarded as such.
5. All bids are to be complete in detail as required. Bids that are incomplete or contain irregularities or are not in accordance with the specifications or fail to detail an installation plan may be rejected.
6. The language of this RFP shall be binding unless mutually amended by DCS and the Awarded Bidder. Issuance of the purchase order will invoke a binding contract. All sections of this RFP, any attachments and the purchase order shall constitute the legal agreement.
7. DCS reserves the right to not only negotiate price but also the final terms, conditions and scope with the Awarded Bidder before purchase as to whatever is in the best interest of the school system.
8. DCS reserves the right to award this bid to multiple bidders at its sole discretion based on a line item basis if necessary where all parties are in agreement and is in the best interest of the school system.
9. Bids are to be valid for a minimum of 90 days or until awarded whichever comes first. For all awarded bids, prices will remain in effect for 12 months from the date of the purchase order.
10. This bid is ultimately subject to funding (as with all DCS capital projects). There is no guarantee of contract award. DCS is not a tax exempt organization, therefore, tax will be added to purchase orders at time of ordering.

SECTION I - TERMS AND CONDITIONS (continued)

11. The Awarded Bidder must show proof of insurance to cover the total bid amount upon request.
12. An installation plan must be provided with the bid. Installation parts and labor must be included in the plan. The Awarded Bidder must perform the installation unless otherwise approved. DCS has the right to decline installation and decrease the awarded amount if the terms or timeline is not acceptable.
13. Before the Awarded Bidder submits an invoice for payment, a qualified DCS staff member must sign off and agree to the satisfaction and completion of the delivery and installation. DCS has the right to dispute any questionable charges by contacting the vendor either by phone, e-mail or in writing. Invoices must be reflective of the original bid and must include a valid DCS purchase order number to be paid. Invoices should be submitted through the Awarded Bidder (not a third party).
14. The submitted bid prices shall include 100% complete shipping, delivery and transportation costs of the units to any DCS facilities or ancillary areas located in Davie County, North Carolina. However, the first initial shipment will be delivered to three separate school facilities in the district. Installation is expected to commence immediately after delivery. DCS will not honor any added or extra charges for delivery or storage that are presented after the bid has been awarded.
15. If the Awarded Bidder chooses to use a third party to ship and deliver the units, the Awarded Bidder remains responsible. Units shall be delivered F.O.B. destination freight prepaid. The first initial shipment shall be delivered to three locations. The remaining quantity will ship to one location for storage.
16. Deliveries must be made Monday – Friday (no Holidays) between the hours of 9:00am - 4:00pm EST. Instructions for delivery and an appointment shall be scheduled at least 5 days in advance with the DCS Technology Department (see contact information provided).
17. The Awarded Bidder must have the ability to deliver units within 180 calendar days from the date of the purchase order. The Awarded Bidder must have the capacity to store inventory for up to 90 days and deliver all inventory within 15 business days of notification once product is available to the vendor.
18. The panels, delivery, all mounting hardware and accompanying operating software, labor required for all installation resultant in making the IFP operational must be included in the bid. Installation labor is required in the bid but may be rejected if DCS can find alternative installation options outside the Awarded Bidder that is in the best interest of the school system. In that case, installation will not be a requirement to win the bid.
19. In recognition of the changing dynamics of IFP technologies and equipment as evidenced by frequent updates, enhancements, newer models, upgraded software, etc., DCS reserves the right to require the most current technology or the latest units as long as the minimum requirements outlined in the bid document are met.
20. All sections of this RFP are regarded as, and shall be part of, a binding contract. DCS reserves the right to negotiate other terms and conditions it deems appropriate or necessary and in the best interest of the school system on behalf of the Davie County Board of Education.

SECTION II – EXPECTATIONS

1. INDEMNIFICATION AND HOLD HARMLESS: The Awarded Bidder shall indemnify, defend, save and hold harmless Davie County Schools, its officers, agents and employees from all suits, claims, actions or damages of any nature brought because of, arising out of, or due to any negligent act or occurrence or any omission or commission of the Awarded Bidder, subcontractors, suppliers, agents or employees.
2. Bidder(s) shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission but shall fully address the full intent and meaning of each aspect of this RFP. The Awarded Bidder shall be responsible to comply with all local, state and federal laws, regulations, licensing and other requirements as applicable.
3. All bidders must provide evidence of a current business license if requested by DCS. The Awarded Bidder must be prepared to substantiate compliance upon request by the Superintendent as the DCS Board of Education representative. Awarded Bidder shall exercise normal and reasonable caution and provide insurance liability coverage for no less than \$1,000,000 from which DCS is additionally insured.
4. Quantities are being provided which are approximations and are only best estimates of unit initial purchase numbers. Although quantities provided are best estimates of the anticipated order quantity, DCS cannot guarantee fulfillment of this quantity. Order quantities will be based on the actual cost of the units and overall bid amount reliant on the availability of and as approved funding.
5. DCS expects to procure the following quantities of IFPs, mounts and stands:

Elementary Schools:

- 185 - 75" Promethean Titanium Panels
- 30 - 65" Promethean Nickel Panels
- 200 - Balance Box 650 Mounts
- 15 - IFP Stands
- Installation

Middle Schools:

- 105 - 75" Promethean Titanium Panels
- 5 - 65" Promethean Nickel Panels
- 5 - IFP Stands
- Installation

Other Schools:

- 15 - 75" Promethean Titanium Panels
- 5 - Balance Box 650 Mounts
- 10 - IFP Stands
- Installation

Section III – INSTALLATION

Installation is required for bid award. Davie County Schools plans to purchase approximately 290 75" IFPs and 35 65" IFPs. DCS also plans to buy approximately 200 Balance Box 650 mounts (or equivalent) and 30 IFP stands. Currently, each classroom receiving an IFP contains a wall mounted SmartBoard and a ceiling mounted projector (except 6 classrooms at the Early College High School which have wall mounted screens and ceiling mounted projectors). It will be expected as part of the installation for all SmartBoards, projectors, screens and cables to be removed in all classrooms receiving a new IFP. Installation includes mounting and cabling of all new IFPs. Installation will also include mounting IFPs on all stands purchased or provided when and where applicable.

There will be two phases for most of the classroom installations. The first phase will be the removal of the SmartBoard, taking down the ceiling mounted projector, removal of all supports, all cables and perform a cleanup. The second phase will be attaching the mount (Balance Box or mount provided with panel) to the wall, mounting the panel and running all necessary cables. It is critical that the panels be mounted so there is no risk of them falling and possibly harming students and staff. Installers must be able to locate studs, support beams or engineer mounting solutions that guarantees the panels can be safely operated in a classroom setting. Panels must be installed in a fashion to ensure student safety.

Phase One: Technology Removal

- Remove SmartBoard – attached on walls with a flange and ~4 tapcons or screws.
- Remove Projector – ceiling mounted with an RPAU and/or custom tile and supports.
- Remove Cables - loosen raceway covers and remove 2 VGAs, USB and RCA cables, etc.

Phase Two: IFP Installation

- Install Mount – work with DCS staff to determine mount heights and safety measures.
- Mount IFP – mount IFP to the Balance Box 650 or the provided mount or on a stand.
- Install Cables – cables should be run through raceway or whips as required by DCS.

DCS staff will schedule a weekly walk-thru during the RFP posting timeline to take bidders and installers through schools to show exact installation requirements. Bidders are to contact the Davie County Schools Technology Department (contact information provided) to schedule an onsite tour. Note: Persons allowed on school campuses must not have a criminal record or be listed in any sex offender or restraining order file. The Awarded Bidder will be held responsible for offenses and damages levied by the installation workers. The Awarded Bidder must show proof that employees or sub-contractors on school campuses have a clean criminal record and are not on any sex-offender list when requested by the Superintendent.

Cabling and whips where applicable will be provided by the Davie County Schools. The Awarded Bidder is responsible for testing the cables to guarantee successful operations. Cables provided will be the responsibility of the Awarded Bidder to run, terminate (if applicable) and otherwise route to the teacher desk or designated laptop or desktop connection location. The Awarded Bidder is responsible for providing the number of installers (physical workers) required to meet the installation timeline and not impact daily instruction. The installation timeline must be agreed upon in advance as part of the implementation plan. An implementation plan is required to be submitted by the Awarded Bidder as part of the bid.

Section IV – SPECIFICATIONS

All Interactive Flat Panels reflected in the bid must meet or exceed the specifications outlined in this section. These specifications apply to hardware and software and establish the minimum requirements for a bid to be accepted. If the proposed IFP fails to meet these requirements, it will be up to DCS staff to pass judgment as to whether the missing requirement will result in the bid being marked as an incomplete submission and rejected.

INSTRUCTIONAL INTERACTIVE FLAT PANELS

Diagonal Sizes 65" up to 86"

- Integrated onboard Android Operating System
- GLASS – acid etched tempered glass
- GLASS GLARE - moderately non glare or similar anti-glare type glass
- SCREEN TYPE - LED
- LED LIGHT SOURCE - backlight
- ASPECT RATIO -16:9
- SCREEN TOUCH POINTS – greater than or Equal to 20
- OPTIMUM RESOLUTION - full Ultra HD Minimum 4K
- REFRESHING FREQUENCY-60Hz
- CONTRAST RATIO - 4000:1 or better
- VIEWING ANGLE - 178° or better
- AUDIO SPEAKER – downward Facing Speakers
- AUDIO POWER – greater or Equal to 2 X 10w
- HDMI INPUT - x 2 or more
- HDMI OUTPUT - x 1 or more
- VGA INPUT - x 1
- AV - INPUT - x 1
- PC AUDIO - (3.5mm) input x 1
- PC AUDIO - (3.5mm) output x 1
- USB (media) - input- x 2 (at least 1 USB 3.0)
- WIFI – Integrated Onboard wireless (802.11N-AC)
- MOUNT – all steel construction to support required weight.

Additional IFP Hardware Capabilities:

Section IV – SPECIFICATIONS (continued)

SOFTWARE: All Interactive Instructional Flat Panels must come with the following:

- All operating system and software included
- Free Use & Upgrades for a minimum 5 years
- Compatible with Windows 10 or later
- Compatible with Smart Notebook
- Offer computer free operation
- Must include annotation compatible
- Must include sharing software
- Must include collaborative software
- Must include remote admin software
- Must support flipping the classroom pedagogy
- Must support wireless teaching device software

Additional IFP Software Capabilities:

Section V – PRODUCT WARRANTY AND SUPPORT

All submitted bids must include a detail of what warranty and support is covered and for how long. A long warranty period will be granted more weight during the bid evaluation. At a minimum the support should cover all aspects of hardware. Hardware warranty shall include covering the hardware, phone and onsite support. Davie County Schools should have access to the vendors support website and phone support. Software warranty should consist of free upgrades for at least a 5 year time period.

As part of the warranty bid detail, the bidder should enclose an answer sheet addressing the following questions:

O how long is the warranty period and what type (Onsite or Return/Repair – please be specific)?

O who does the trouble-shooting (DCS staff, integrator or manufacturer), how in depth or how many hours do DCS staff need to invest (if DCS staff are responsible for the diagnosis) before a replacement is authorized (describe the process used when an IFP is not functioning as expected)?

O how long will it take for before a support person is onsite (if Onsite Warranty is offered), how long will the classroom be without the technology (if Return/Repair Warranty is required)? What's the plan to get the classroom back up and operational as quickly as possible?

O assuming the IFP product is determined to faulty and under warranty, who takes the IFP off the wall, who packages and coordinates the return, who pays for packaging and shipping, how much are the anticipated shipping costs in total for one return and service (one-way, round trip)?

O once the warranty period expires, can an extended warranty be purchased, if so, what is the extended warranty cost per IFP per year and what terms (how many years) can warranty be offered?

Section VI – PRODUCT TRAINING

The Awarded Bidder must have the ability to provide training for the IFP brand (IFP operation and software included). Please submit a training plan and schedule that answers the following:

- List what training is being offered (operations, software, curricular) and when (schedule).
- Include a minimum and maximum number of training hours offered. The more training offered, the more weight a bid will be awarded. Bidders that pledge to provide a trainer dedicated to DCS as “on-call” for a specified time period will add weight to the bid.
- Trainings must be on-site in a minimum of four hours blocks for up to 20 participants. Timeblocks and locations and number of participants will be determined by DCS based on the overall bank of training hours provided.
- Trainings should be spread over a twenty-four month (two year) period. Offers of training to exceed the two year requirement to three years or more is welcome and will add weight to the bid. The total hours of training being offered should be clearly documented in the bid.

Section VII – SELECTION CRITERIA

Weighted Rubric:

Listed below are the criterion that will be weighted and tallied to determine the winning bid. Price is the major determining factor but will not be the only criterion that will determine which bidder will be selected. IFP bidders that have experience with installations in a K-12 environment, offer a dedicated trainer for onsite training and extended warranties will be the most attractive. The selection criteria and associated weights are:

- Price – 30 points (price per panel to include all shipping and delivery costs)
- Software – 20 points (price, software terms and specific operational costs)
- Installation – 20 points (installation plan, cost to install the units turnkey)
- Warranty – 10 points (support, length of warranty and associated costs)
- Training – 10 points (training plan, trainer offered, total training hours)
- Operation – 5 points (remote control, management, operating system)
- Experience – 5 points (bidder has extensive K-12 experience and references)

This bid will be awarded to the best overall evaluation as outlined in the selection criteria. However, DCS reserves the right to award the bid arbitrarily based numerous factors. Again, not only price but installation, software functionality, warranty, training offerings and bidder experience with K-12 education are among key factors to be considered in the bid evaluation.

Davie County Schools may request a demo of the proposed equipment and the vendor must be willing to present if asked. Product demonstrations are not a requirement and are at the discretion of DCS.

Below you will find the Bid Price Sheet that shall be required to be filled in completely and returned for each IFP proposed.

DAVIE COUNTY SCHOOLS

RFP #IFP202201

BID PRICE SHEET

ITEM I: INSTRUCTIONAL INTERACTIVE FLAT PANELS: 65" - 75" up to 86"

Bidders are to list three sizes (small, medium, large) matching specifications required for the IFPs. Sizes being sought are provided, however; the closest size to that specified if the exact size is unavailable is acceptable. In that case, the bidder should mark through the size and write in the appropriate size being quoted. Shipping should be included in the prices, tax should not.

All bids below must include: The flat panel unit that matches the specifications listed in this document. The panels should be quoted without an onboard computer. There is a line item where the onboard computer option is to be listed with total cost (tax excluded). 100% of the cost including shipping & delivery charges should be included. Refer to Section II for quantities desired (estimates).

A. BRAND _____ SIZE 65" MODEL _____

FIXED PRICE PER UNIT

Including but not limited to all operating software, accessories, cabling & 100% delivery....\$ _____
Onboard computer option (i7 processor with at least 8 GB RAM and 500 GB HD).\$ _____
Balance Box 650 Mount (with all supports).....\$ _____
Block wall mounting brackets for size unit above (price each).....\$ _____
Hollow wall mounting brackets for size unit above (price each)\$ _____
Support fees for upgrades or updates on above unit\$ _____
Software licensing fees for unit above (annual)\$ _____
Labor to install unit above\$ _____

B. BRAND _____ SIZE 75" MODEL _____

FIXED PRICE PER UNIT

Including but not limited to all operating software, accessories, cabling & 100% delivery. . \$ _____
Onboard computer option (i7 processor with at least 8 GB RAM and 500 GB HD).....\$ _____
Balance Box 650 Mount (with all supports).....\$ _____
Block wall mounting brackets for size unit above price each\$ _____
Hollow wall mounting brackets for size unit above price each\$ _____
Support fees for upgrades or updates on above unit\$ _____
Software licensing fees for unit above (annual)\$ _____
Labor to install unit above\$ _____

C. BRAND _____ SIZE 86" MODEL _____

FIXED PRICE PER UNIT

Including but not limited to all operating software, accessories, cabling & 100% delivery. . \$ _____
Onboard computer option (i7 processor with at least 8 GB RAM and 500 GB HD).....\$ _____
Block wall mounting brackets for size unit above price each\$ _____
Hollow wall mounting brackets for size unit above price each\$ _____
Support fees for upgrades or updates on above unit\$ _____
Software licensing fees for unit above (annual)\$ _____
Labor to install unit above\$ _____

DAVIE COUNTY SCHOOLS
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BID PRICE SHEET

ITEM II: ADDITIONAL ACCESSORIES & SOFTWARE

- A. IFP Stationary Stand 65" IFP \$ _____ each
- B. IFP Stationary Stand 75" IFP \$ _____ each
- C. IFP Stationary Stand 86" IFP \$ _____ each
- D. IFP Electric Stand 65" IFP \$ _____ each
- E. IFP Electric Stand 75" IFP \$ _____ each
- F. IFP Electric Stand 86" IFP \$ _____ each
- G. Additional Software \$ _____ each
- H. Classroom Collaboration System \$ _____ each
- I. Pens cost per unit \$ _____ each
- J. Stylus cost per unit \$ _____ each
- K. Wand cost per unit \$ _____ each
- L. Visual Presenter cost per unit \$ _____ each
- M. Sound Bar cost per unit \$ _____ each

OTHER:

Product _____ cost per unit \$ _____ each

ITEM III: VALUE-ADD OFFERS

This section is left for the bidder to make special offers or highlight unique value the bidder feels needs to be emphasized in the bid:

DAVIE COUNTY SCHOOLS
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SIGNATURE SHEET

I, _____, title _____.
(PRINT NAME) (PRINT TITLE)

verify that I have read the entirety of this document and agree to all aspects therein.

Company Name:

Address:

Phone Number:

Fax Number:

E-Mail:

By signing and submitting your bid in a sealed envelope to the Davie County Schools, bidder agrees to honor the prices, the installation commitments, the terms and conditions, the expectations and all requirements as set forth in this document.

If you find the terms and conditions or expectations unacceptable- please do not sign and do not bid.

Signature

Date