



## Request for Proposal

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Date: May 25, 2023      Project: **Portable Sound System 2023**  
Project Number: 23.11

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Response Due Date and Time: June 8, 2023 at 2:00 p.m. Local Time  
Submit Response to: All proposals, required forms, and pricing shall be submitted electronically on BidNet Direct (<https://www.bidnetdirect.com>)  
Submit Questions to: Requests for clarification shall be submitted through BidNet Direct and all responses will be released as addendum within the online posting.  
Description of Procurement: Portable Sound System 2023

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Estimated Project Timeline:

Notice of Advertisement in Local Newspaper: May 25, 2023  
Release of RFP: May 25, 2023  
Online Requests for Clarification Deadline: June 1, 2023 at 5:00 p.m. Local Time  
Release of Addenda with RFC Answers: June 2, 2023  
Bid Due Date: June 8, 2023 at 2:00 p.m. Local Time  
Bid Opening and Public Reading: Bid results will be published online. A public reading will not be held.  
Anticipated Board of Education Bid Award: June 19, 2023  
Project Completion Date: June 30, 2023

→Notice: *The right to modify the project timeline is held by Rochester Community Schools in absolute discretion.*

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**Objective:**

Rochester Community Schools, known herein as "Owner", seeks proposals from qualified firms to provide bids for a portable sound system to be used throughout the district in various capacities, serving students and community members.

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## Information to Bidders

### Overview

Rochester Community Schools, known herein as "Owner", seeks proposals from qualified firms for a portable sound system to be used throughout the district in various capacities, serving students and community members. The purpose of this acquisition is to reduce rental fees and provide adequate audio support for district presentations and school functions. The ideal package should be able to accommodate a group of 50 participants in a small setting and scale up to 2000 participants in a large capacity setting.

### Project Purpose and Expectations

The portable PA system should be versatile and suitable for a wide range of events hosted by the district and its 27 school buildings. These events include but are not limited to:

- Homecoming Dances
- Outdoor Assemblies
- Hometown Hustle Fun Run
- Board Meeting Presentations
- Prom
- Pep Rallies
- District Opening Day

### Timeline

The expected timeline is as follows:

#### Estimated Project Timeline:

Notice of Advertisement in Local Newspaper:	May 25, 2023
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Bid Due Date:	June 8, 2023 at 2:00 p.m. Local Time
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Anticipated Board of Education Bid Award:	June 19, 2023
Project Completion Date:	June 30, 2023

## General Requirements

### Selection Process and Owner's Rights

The Owner reserves the following:

1. To reject any or all bids without compensation to the bidders and to waive any or all variances, irregularities, or informalities in the bid package.

2. In the event that all acceptable bids exceed the owner's budget, the Owner reserves the right to negotiate a contract with the lowest and best acceptable bidder or any other one of the acceptable bidders.
3. To select more than one vendor or brand,

The submissions will be evaluated and scored according to the following criteria:

- Qualifications & Experience
- Price Proposal
- Availability of Product
- Warranty
- Installation & Support

Proposals will be assessed based on the availability of their product, as well as their service and installation procedures. Proposers should declare their average response times, including local response times, and also their availability to work outside of office hours.

The Owner expects prompt service and timely delivery of replacement parts. Proposers should include the location of the manufacturing facility and standard delivery time for the product lines offered and the location of the service center and average response time for service calls.

All finished surfaces shall be free of scratches, mars, dents, or blemishes. Furnishings shall have smooth finishes with no hazardous projections, sharp corners, or detail which can be hazardous and cause personal injury or damage to clothing.

### **Award of Contract**

Project is expected to be approved by the Rochester Community Schools Board of Education on June 19, 2023. Please note the project will not necessarily be awarded to the lowest bidder or lowest price. Rochester Community Schools reserves to award the project to the most qualified bidder based on the criteria noted.

### **Bid Due Date and Proposal Submission Requirements:**

All proposals, required forms, and pricing shall be submitted electronically on BidNet Direct (<https://www.bidnetdirect.com>) **no later than 2:00 p.m., local time, June 8, 2023** (the "Due Date".) No oral, telephonic, or facsimile proposals will be considered.

RCS will not consider or accept any late Bids received after the Due Date specified within the RFP. It is the sole responsibility of the Bidder to ensure their proposal is entered completely and forms are uploaded on BidNet Direct before the closing date and hour indicated within the RFP. Bidders shall plan ample time to respond to all requirements and input all requirements. RCS is not responsible for any delivery delays.

### **Qualification of Bidder**

The Owner reserves the right to request qualification information from any bidder before issuing documents, receiving bids or awarding a contract. The Owner may, at its sole discretion, accept or reject bidders as qualified. The right to waive any informalities in

qualification materials is reserved by the Owner. The Bidder, in submitting his/her bid, agrees to accept the decision of the Owner as final.

The submitters shall provide full disclosure of all existing client relationships that currently or prospectively may give rise to conflicts of interest and disqualification as governed by the codes of rules of professional responsibility and conduct.

### **Sole Bidder**

It is the Owner's intent that this Request for proposals, permits competition. It shall be the bidder's responsibility to advise the Owner, in writing, if any language, requirements, scope specifications, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this Proposal, to a single source. Owner shall receive such notification no later than five (5) days prior to the date set for acceptance of bids.

If only one bid is received in response to this invitation to bid, a cost/price analysis and evaluation and/or audit shall be performed of the cost proposal in order to determine if the price is fair and reasonable.

The Owner reserves the right to cancel the bid, or reschedule the bid opening, if there is only one bid received. The decision by the Owner will be final.

### **Addenda**

Each bidder shall ascertain prior to submitting their bid that they have received all addenda issued.

Addenda notices will be sent to all who are known by the Owner to have a set of contract documents. Copies of addenda will be made available for inspection wherever contract documents are on file for that purpose.

### **Bid Bond**

**Bid Bond:** Bidders must submit with its Bid, bid security in the form of a Bid Bond issued by a qualified surety or certified check in an amount of five percent (5%) of the Bid ("Bid Security"). Failure to include this Bid Security with Bidder's Bid will result in the rejection of your Bid. If a Bid Bond is posted by a Bidder, it shall be from a Treasury Surety licensed to do business in the State of Michigan, and the attorney-in-fact who executes the Bid Bond on behalf of the Bidder shall attach a certified, current copy of its power of attorney. In the event a certified check is submitted, it shall be made payable to "Rochester Community Schools" The School District shall not be liable for any interest earned thereon. The Bid Security shall be forfeited as liquidated damages, and not as a penalty, if the Bidder withdraws its Bid after the Due Date for submission of Bids or, upon acceptance of its Bid by the School District, Bidder fails to execute the form of Contract acceptable to the School District, substantially evidencing and incorporating this RFP and its Bid and fails to provide the required Performance Bond and/or Payment Bond, if any, and the required insurance certificates, within fifteen (15) days of an award of a Contract to the Bidder.

The proposed bonding company of the bidder shall be acceptable to the Owner. The Owner shall be listed as obligated on the bond.

### Sales Tax

Owner is exempt from all taxes. A tax exemption certificate will be issued upon request.

### Method of Ordering

Issuance of a written purchase order by the Purchasing Department is the method of ordering product or services. All vendor invoices and packing/delivery tickets must include the purchase order number.

### Payment

Payment to be made from Vendor's invoice, and a copy of the signed delivery invoices, submitted to cover items received and accepted during the billing period. Invoices must contain the bid number under which the contract is awarded.

Pricing shall be F.O.B. delivered to RCS at 52585 Dequindre Road, Rochester MI 48307, unloaded, and installed.

### Familial Relationship Disclosure

All bidders shall provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid proposal. The bid proposal shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the bidder or any employee of the bidder, and any member of the Board of Education of the school district, or the Superintendent of the school district. The District will not consider a bid proposal that does not include this sworn and notarized statement.

### Iran Economic Sanctions Act

Each bid must be accompanied by a sworn and notarized statement certifying that the Contractor is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act.

### Withdrawal or Revision of Bid Proposals

A bid may not be modified, withdrawn or cancelled by the bidder for ninety (90) calendar days following the time and date designated for the opening of bids, and bidder so agrees in submitting his/her bid.

### Acceptance and Rejection of Bid Proposals

Low bid price is not always the determining factor in the awarding of the bid. Other factors considered may include, but not be limited to, the following: delivery and/or completion time, judged quality of product, past performance, inventory availability, financial stability, and references.

The Owner shall have the right to waive any informality or irregularity in any bid received and to accept bids which, in their judgment, are in their own best interest.

The Owner shall have the right to accept or reject alternates in any order or combination and to determine the apparent low bidder on this basis.

### Post-Bid Information

After the bids are received, tabulated, and evaluated by the Owner, the apparent lowest qualified bidder(s) shall meet with the Owner at a post-bid meeting if requested by Owner.

The Owner reserves the right to request additional information from bidders for evaluation criteria as needed.

### Competency Of Bidder

This work requires total adherence to all bid specifications and procedures. Variation from this Specifications shall be indicated by the submission of detailed and complete specifications showing exactly what substitution the Bidder proposes to make. Any intent to substitute shall be clearly called to the attention of the Owner before the proposed substitute is accepted by the Owner all parties know to be bidding this Project shall be notified through Addendum. Substitution not specifically noted before time of bidding will not be accepted.

### Scope

- Size:
  - Use for a gym or large gathering space, such as a dance indoors.
  - This system will be standalone with no support from any existing system.
  - This MAY be used for a football field, but very few times during the equipment's life span, so you do not need to design the package with that in mind.
- SPL should be capable of Dance levels. 90 – 105 db
- Full frequency spectrum. 30 – 17k Hz
- Parametric EQ for system
- Small factor mixer with minimal 8 individual channels. Each channel should have separate devoted equalization as well as phantom power option.
- Speakers and Amplifiers as needed for the spaces.
- Bluetooth connection
- Two wireless mics.
- Need capability for Bluetooth and cabled phone connections
- Maximum load shall be no greater than 60 amp / 3 phase / 208 volt. Power will be broken down into 120 volt / single phase increments.
- Entire system needs to be "Road Worthy", so everything will need to be in rolling ATX style cases or manufactured dollies designed for the equipment, such as speaker dollies with covers.

## Specifications

- 8 @ d.a.s Event -210A-115 Speaker
- 4 @ d.a.s Event-218A Speaker
- 2 @ d.a.s AXS-EV210 Stacking Bracket
- 1 @ d.a.s DSP-226 Signal Processor
- 8 @ d.a.s DAS-CJC-3FT Power cables
- 1 @ QSC TOUCHMIX-8 Audio Mixer
- 1 @ Gator G-PRO-45U-19 Rack Case
- 1 @ Juice JG9-ALS Power Strip
- 5 @ 50'-0" AC extension cords 12/3
- 2 @ Rapco NB1M1-50 Mic Cables
- 1 @ Installation with complete system set up and configuration
- 1 @ On site training for equipment set up and operation

### System Requirements:

- **Portability:** The system should be easy to transport and set up in various venues within the district.
- **Audio Quality:** Clear and high-quality sound reproduction is essential to ensure effective communication during events.
- **Scalability:** The system should be capable of accommodating both small and large gatherings, ranging from 50 to 2000 participants.
- **Microphone Support:** The system should include wired and wireless microphones for presenters and performers.
- **Input Options:** It should have multiple input options such as auxiliary inputs, USB ports, and Bluetooth connectivity to accommodate different audio sources.
- **Durability:** The system should be rugged and durable to withstand regular use and transportation.
- **Ease of Use:** Intuitive controls and user-friendly interface are important for easy setup and operation by school staff members.
- **Port Configuration:** The system should include multiple audio output options to connect to various types of speakers or amplification systems if necessary.



## Bid Proposal Form

### Name of Bidder

Firm Name:	
Address:	
Telephone:	Fax:

### Agreements

The undersigned understands that the Owner reserves the right to reject any and all bids and to waive informalities and irregularities in bidding.

Owner also reserves the right to withhold bids for a period of time (90 days) from bid closing date.

The Owner reserves the right to accept or reject any or all Bids in whole or in part, or to waive any informalities therein. If in the Owner opinion it is in their best interest, the contract may be awarded to other than the lowest bidder, for reason of establishing uniformity, delivery time, etc.

If award is made to us under this proposal, we agree to enter into an Agreement with Rochester Community Schools to furnish products and/or services, in strict accordance with this proposal, bid documents and all pertinent portions of plans, drawings and specifications.

### Addenda

The undersigned acknowledges receipt of the following addenda:

Addendum Number:	Dated:
Addendum Number:	Dated:
Addendum Number:	Dated:

My signature certifies that the proposal as submitted complies with all Terms and Conditions as set forth in this RFP.

My signature also certifies that the accompanying proposal is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud. Furthermore, I understand that fraud and unlawful collusion are crimes under Federal Law, and can result in fines, prison sentences, and civil damage awards.

My signature also certifies that this firm has no business or personal relationships with any other companies or persons that could be considered as a conflict of interest or potential conflict of interest to Rochester Community Schools, and that there are no principals, officers, agents, employees, or representatives of this firm that have any business or personal relationships with any other companies or persons that could be considered as a conflict of interest or a potential conflict of interest to Rochester Community Schools, pertaining to any and all work or services to be performed as a result of this request and any resulting contract with Rochester Community Schools.

I hereby certify that I am authorized to sign as a Representative for the Firm:

**Legal Status of Bidder**

1. A Corporation organized and existing under the laws of the State of \_\_\_\_\_.
2. Name, title, and signature of individual duly authorized to execute contracts:

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

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

Signature: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

**BASE BID**

**BASE BID:** Bid to furnish all labor, material, equipment and services necessary to complete the Bid **Portable Sound System** solutions in accordance with the Base Bid Category descriptions, including all addenda, for the amount as follows:

<b>TOTAL (BASE BID)</b>	\$ _____
	_____ Dollars

\*PRICES ARE NOT TO INCLUDE ANY STATE OR LOCAL TAXES.

\*PRICING GOOD THROUGH JUNE 30, 2023. PLEASE NOTE ANY EXCEPTION:

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**VOLUNTARY ALTERNATES**

Whenever any material or equipment is specified by patent or proprietary name or by the name of the manufacturer, such specification shall be considered as if followed by the words "or acceptable equal". The Bidder may offer material or equipment with equal or better qualities and performance in substitution for those specified which it considers would be in the Owner's interest to accept. The Bidder shall include sufficient specification data that will, together with any other data the Owner may require, enable the Owner to assess the acceptability of the material or equipment.

**Voluntary Alternates:**

	\$ _____
	_____ Dollars

Description of Voluntary Alternate:

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**FAMILIAL DISCLOSURE AFFIDAVIT OF BIDDER**

The undersigned, owner or authorized officer of \_\_\_\_\_ (the bidder/contractor), pursuant to the familial disclosure requirement provided in the Request for Proposals, hereby represent and warrant, except as provided below, that no familial relationships exist between the bidder/contractor or any employee of the bidder/contractor, and any member of Rochester Community Schools Board of Education, the Superintendent and/or any Rochester Community Schools Administrator.

The following are the bidder’s familial relationship(s) with Rochester Community Schools:

Bidder/Contractor Employee Name Related to:

1 \_\_\_\_\_

2 \_\_\_\_\_

(Attach additional pages if necessary to disclose all familial relationships.)

There is no familial relationship that exists between the bidder/contractor and/or any employee of the bidder and any member of the Rochester Community Schools Board of Education, Superintendent, or Administration.

Bidder: (Company Name)

By:

(Signature)

(Title)

\_\_\_\_\_  
This instrument was acknowledged before me, a Notary Public, in and for \_\_\_\_\_ County, \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
SS:

(Notary Public Signature)

My Commission expires: \_\_\_\_\_

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

**Certification of Compliance – IRAN ECONOMIC SANCTIONS ACT**  
(MICHIGAN PUBLIC ACT NO. 517 OF 2012)

The undersigned, the owner or authorized officer of the Below named Bidder (the "Bidder"), pursuant to the compliance certification requirement provided in the Rochester Community Schools' (the "School District") Request for Bid, hereby certifies, represents and warrants that the Bidder (Including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event Bidder is awarded a contract as a result of the aforementioned RFB, the Bidder will not become an "Iran linked business" at any time during the course of performing the Work or any service under the contract.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more the \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for bid for three (3) years from the date that it is determined that the person has submitted the false certification.

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name and Title of Authorized Representative

\_\_\_\_\_  
Signature