

CHAPPAQUA CENTRAL SCHOOL DISTRICT

REQUEST FOR PROPOSAL

**CCSD RFP #2019-1
PARTS FOR SECURITY AND FACILITY SYSTEMS &
SOLUTIONS
Chappaqua, NY 10514**

January 14th, 2019

***Chappaqua Central School District
66 Roaring Brook Road
Chappaqua, NY 10514***

**REQUEST FOR PROPOSAL
CCSD RFP # 2019-1
PARTS FOR SECURITY AND FACILITIES SYSTEMS & SOLUTIONS**

INTRODUCTION

Chappaqua Central School District (CCSD) is currently soliciting proposals for a qualified security systems and facilities vendor to provide parts needed as part of a P.A. systems upgrade at Horace Greeley High School located at 70 Roaring Brook Rd., Chappaqua, NY 10514

Submission Deadline:

Proposals must be received by Chappaqua Central School District no later than **January 23rd, 2019 at 2:00pm.**

Audio visual design services are to include, but are not limited to:

- Provisions of needed parts as listed on the attached cost proposal sheet.

Proposal Format and Contents:

The detailed proposal shall:

1. Provide general background information about the firm, including the firm's history, and present capacity
2. Provide completed cost proposal sheet which is provided in this RFP.
3. Provide a brief conclusive summary of why the firm (or team) should be selected by the District. Append any other additional information that you feel would be relevant in the evaluation of the firm's proposal.

Proposal Evaluation Criteria:

1. Proposals shall be evaluated based upon the following:

- A. Prior experience with security systems and facilities parts provision, particularly within New York State.
- B. Total proposed price for the District

The District intends to select a firm that, in their opinion, best meet the District's needs, and not necessarily the firm(s) whose fees are the lowest.

Right to Reject Proposals:

The District reserves the right to reject, without prejudice, any and all proposals received under this Request for Proposal, to request additional information from all proposers and to negotiate the terms of the engagement.

Submission of This Proposal

Each firm responding to this RFP must provide one (1) original and five (2) additional copies of the proposal.

Submission Packet:

Information and Documents

- 1. Proposal should be clearly identified on the envelope as follows:

CCSD RFP #2019-1 Parts for Security and Facilities Systems & Solutions

- 2. Proposal should be sent to: **Mike Trnik, Purchasing Agent
Chappaqua Central School District
66 Roaring Brook Road
Chappaqua, NY 10514**
- 3. Proposals must be received no later than **2:00 p.m. on January 23rd, 2019.**
- 4. Include one (1) original and two (2) copies of proposal with submission.
- 5. Each proposal packet must contain the following documents:
 - a. Proposal narrative listed under "Proposal Format and Contents"
 - b. Completed "Cost Proposal Sheet" (attached)
 - c. Completed "Statement of Non-Collusion" (attached)

CHAPPAQUA Central School District
CCSD RFP # 2019-1: PART FOR SECURITY AND FACILITIES SYSTEMS & SOLUTIONS
COST PROPOSAL SHEET

Date: _____

Name of Firm: _____

Address: _____

Telephone #: _____ **Email:** _____

COST PROPOSAL:

Please submit unit costs and total cost amount for the list of needed parts below. Part numbers are listed for reference purposes only.

Part Number	Description	Unit Cost
VECRK	Valcom 9 Position Rack Mount & Power Harness	
VE8004BR	Valcom SIP Compliant Quad Enhanced Network Audio Port	
VE8022AR	Valcom Dual Enhanced Network Trunk (FXO) Port	
VE8014BR	Valcom Quad Enhanced Network Station (FXS) Port	
XPETCM24	Valcom 24 Point 25 Volt Talkback Intercom Expansion Cards	
XPETCM12	Valcom 12 Point 25 Volt Talkback Intercom Expansion Cards	
VEADP3	Valcom Administrative Telephone	
VECPU6	Valcom System CPU Card w/2 V-SLC Cards, 4 Paths	
VE8006R	Valcom IP Admin I/O Gateway	
VE8048AR	Valcom Networked Input & Replay Module	

TOTAL SUM COST _____

Signature

Name/Title

Date

BOARD OF EDUCATION
Chappaqua Central School District
CHAPPAQUA, NEW YORK 10514
CCSD RFP # 2019-1: PARTS FOR SECURITY AND FACILITIES SYSTEMS & SOLUTIONS
NON-COLLUSIVE BIDDING CERTIFICATION

FIRM NAME_____

BUSINESS ADDRESS_____

TELEPHONE NUMBER_____ DATE OF PROPOSAL_____

Non-Collusive Bidding Certification

By submission of this proposal, the vendor certifies that it is complying with Section 103-d of the General Municipal Law as follows:

1. Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury:
Non-collusive bidding certification.

“(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; and
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly discussed by the bidder and will not knowingly be disclosed by the bidder prior to opening directly or indirectly, to any other bidder or to any competitor;
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.”

“(b) A bid shall not be considered for award nor shall award be made where (a) (1), (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1), (2), and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more a disclosure within the meaning of subparagraph one (a).

2. Any bid hereafter made to any political subdivision of the state of any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of this section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.”

Authorized Signature_____

Title_____