

December 9th 2024

Request for Proposal (RFP) for Security Camera System Installation and Setup

Response Deadline: December 20th 2024

Issued By:

USD 506 Labette County Schools
601 S. Highschool
Altamont, KS 67330
Jake Knaup, Technology Director
jknaup@usd506.org

I. Purpose of the RFP

USD 506 Labette County is soliciting proposals from qualified vendors for the purchase, installation, and setup of a comprehensive security camera system. This system will include approximately 50-60 cameras, a Network Video Recorder (NVR) capable of storing a minimum of two weeks of recordings, scaling up the total amount of supported cameras to 256, and all associated network switches and cabling. The project will cover six buildings on the Labette County Highschool campus:

1. New Gym
 2. Weight Room
 3. Haury Hall
 4. Machine Shop/Ag
 5. Wilbershide
 6. Storm Shelter
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II. Scope of Work

The selected vendor will provide a turnkey solution that includes:

1. **System Design and Planning:**
 - Conduct a site survey of the six buildings to determine optimal camera placement for comprehensive coverage.
 - Develop a system design that meets USD 506's security and surveillance needs.
2. **Cameras:**
 - Approximately 50-60 cameras with features including, but not limited to:
 - High-definition (minimum 1080p resolution, preferred 4k).
 - Infrared or low-light capability for nighttime surveillance.
 - Weatherproof and vandal-resistant for applicable areas.
 - Wide-angle and PTZ (pan-tilt-zoom) options based on placement needs.
 - 180 degree, 360 degree, and/or fisheye type cameras where needed.
3. **NVR System:**
 - An NVR capable of storing a minimum of two weeks of continuous video recordings from all cameras.
 - Remote access functionality for live viewing and playback.
 - Capability for motion detection and customizable recording schedules.
4. **Networking and Cabling:**

- Installation of all necessary network switches, cabling, and connections to integrate cameras across six buildings.
 - Cabling must meet industry standards for durability and performance.
 - Provide Power-over-Ethernet (PoE) capabilities for cameras if applicable.
5. **Installation and Configuration:**
- Physical installation of cameras, NVR, and network equipment.
 - Configuration of system settings for optimal performance.
 - Integration with existing network infrastructure if necessary.
6. **Testing and Training:**
- Comprehensive testing of all cameras and equipment to ensure functionality.
 - Training for designated staff on system operation and maintenance.
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III. Proposal Requirements

Proposals must include the following:

1. **Vendor Information:**
 - Company name, address, and primary point of contact.
 - Relevant experience and references for similar projects.
 2. **Proposed Solution:**
 - Detailed description of the equipment and services to be provided.
 - Proposed camera models and specifications.
 - NVR specifications, including storage capacity and features.
 - Network equipment and cabling specifications.
 3. **Project Timeline:**
 - Expected start and completion dates for the project.
 4. **Cost Breakdown:**
 - Itemized cost of equipment, installation, and any recurring fees.
 - Warranty and support costs.
 5. **Warranty and Support:**
 - Details of warranties for equipment and installation.
 - Support and maintenance services offered.
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IV. Selection Criteria

Proposals will be evaluated based on:

- Technical solution and system capabilities.
 - Vendor experience and references.
 - Cost effectiveness.
 - Warranty and support offerings.
 - Project timeline.
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V. Submission Instructions

Proposals must be submitted no later than December 20th 2024 via email to contact person listed. Late submissions will not be considered.

Send proposals to:

Jake Knaup
USD 506 Labette County Schools
jknaup@usd506.org

VI. Additional Information

- Questions regarding this RFP must be submitted to contact listed above.
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ACCEPTANCE OR REJECTION OF RESPONSES:

Proposals will be evaluated by District personnel familiar with the requirements of this RFP and the needs of the District.

The District reserves the right to reject any and all Responses that are incomplete, contain errors, arrive after the due date/time, or are submitted by unqualified organizations.

The District reserves the right not to award a contract if the District, in its sole discretion, deems the responses received pursuant to this RFP lacking in any respect or insufficient to meet the District's requirements and needs.

The District reserves the right to request any vendor submitting a proposal to clarify its proposal or to supply additional material deemed necessary to assist in the selection process. The vendor agrees that failure on its part to list all cost components related to the purchase will not constitute an acceptable justification to re-quote the proposal.

The vendor acknowledges that the original proposal and costs provided stand. However, the vendor has the option of withdrawing a proposal at any time until a final contract is executed. The District reserves the right to cancel or renegotiate the purchase at any time prior to an order being submitted.

The District reserves the right to negotiate terms and scope of work with the lowest responsible bidder. If an agreement cannot be negotiated, the District reserves the right to negotiate with another bidder.

The District may, at its option, request additional information or ask for clarification from respondents, if necessary.

A final contract will be awarded to the lowest responsible bidder per KSA 72-5211

Note: Although price is of prime consideration in determining the lowest responsible bidder, it is not the sole determining factor. The determination may involve all or some of the following factors: price, previous experience and performance, conformity to specifications, delivery

schedule, compatibility, other costs, other objective and accountable factors which are reasonable, and any other considerations that may be deemed relevant by the District.

ASSIGNMENT PROHIBITED:

No contract awarded under this proposal shall be assigned without the express, prior written approval of the District. Any attempted assignment in violation of the provision may be voided at the option of the School Board

NON-DISCRIMINATION:

District Name USD 506 does not discriminate in the selection, acceptance, or treatment of any contractor based upon race, color, national origin, religion, sex, sexual orientation, handicap, age, veterans status, or medical condition

HOLD HARMLESS:

The vendor shall defend, indemnify, and hold the District, its officers, agents, volunteers, and employees harmless from any and all causes of action or claims of damages arising out of or related to the vendor's performance under this contract