

Prospective Bidders
Request for Proposal #2025-001T Cover Sheet
“High School Auditorium Audio/Visual Upgrade”



January 7, 2025

OVERVIEW

Upgrade theatrical and architectural lighting controls to allow for replacement of incandescent fixtures to modern LED theatrical fixtures. Integrate infrastructure changes that will enable future growth of both audio and lighting systems. Coordinate with the Owner (Groton Schools) project management team for final project requirements. Installation, integration, and training to be included in the proposal as per specifications below.

EQUIPMENT

Refer to attached drawing for basic system layout. Substitutions not accepted without written consent of Owner. Final equipment list to be determined at project commencement.

Quantity	Description
2	ETC Sensor CEM to CEM3 Upgrade Kits (See System Riser for rack types)
1	ETC Paradigm ErN Processor
1	ETC Paradigm Station Power Module
1	24 port PoE Switch
5	ETC Paradigm Inspire 1 Button Station, Surface Mount, Black

2	ETC Paradigm Inspire 4 Button 1 Knob Button Station, Surface Mount, Black
2	ETC Paradigm Touch Screen Black
2	ETC Paradigm Back Box for Touch Screen Surface Mount
1	ETC Response Mk2 4 port Network DMX Gateway
6	ETC Response Mk2 1 port Network DMX Gateway
2	1 port portable Network DMX Gateway
15	ETC R20
1	ETC ION XE 20 12k
2	24" TOUCH SCREEN MONITOR
1	1800va Rack mount UPS
5	RJ45 WALL PORT
2	RJ45 PATCH PANEL 1U 24 Port
1	4U EQUIPMENT RACK

Wire runs to use existing infrastructure as much as possible, electrical work provided by Owner. Lift and space access provided by Owner. Any necessary safety equipment to be provided by the Contractor.

INSTALLATION, INTEGRATION, TRAINING

Provide labor for unboxing, installation and integration of all goods. Owner will provide supplementary labor, as determined at project commencement. Training and documentation to

include 4 hour console training, system walk through, standard operating manual for all installed systems, updated as-built drawings, and equipment manuals packet. Training to be scheduled at the convenience of the Owner, for a mix of students and staff as deemed appropriate by the Owner.

Recommended budget for above services: \$70,000

ALTERNATIVE/ADDITION 1: THEATRICAL FIXTURES

OVERVIEW

Fixtures to complete a full repertory lighting plot of LED fixtures. Final hanging positions are determined by Owner at installation. Owner may alter this equipment list based on budget at time of project commencement. Contractor will be responsible for integration & programming of fixtures in architectural and theatrical control, hanging of fixtures on existing positions, and initial repertory focus of fixtures, as directed by Owner. If this alternative is added, 4 additional training hours are required for basic operation of fixtures, troubleshooting & control.

EQUIPMENT

Quantity Description

21	ETC Colorsource Spot V
9	ETC Colorsource Cyc
14	26° EDLT
7	36° EDLT
6	50° EDLT
12	ETC ColorSource Par Diffuser–WR
12	ETC ColorSource Par Diffuser–WO
15	15' 5pin DMX Cable
15	10' 5pin DMX Cable
2	50' 5pin DMX Cable
15	10' 14g True 1 Through Jumper

15	5' 14g True 1 Through Jumper
8	5' 14g True 1 to Powercon Blue Jumper
8	5' 14g True 1 to Powercon Grey Jumper
30	C-Clamp
30	Steel Safety
2	LED Followspot

ALTERNATIVE/ADDITION 2: EMERGENCY INTEGRATION

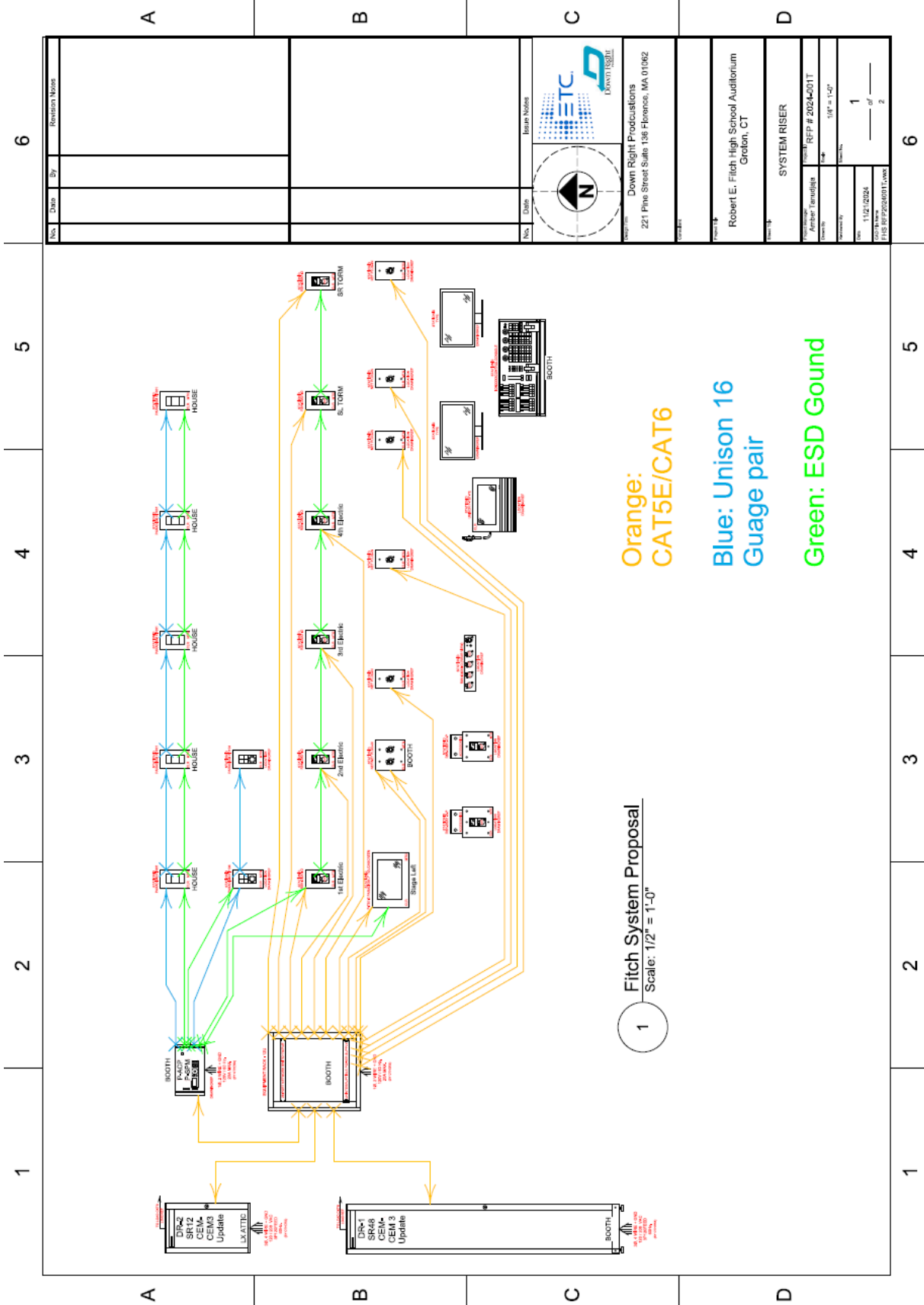
OVERVIEW

Integrate new architectural and theatrical systems with existing fire alarm and power loss emergency systems. This portion of the project may be added at project commencement, at the discretion of the Owner. Owner will be responsible for any work by a licensed electrician or fire alarm company for this alternative. Owner may alter this equipment list based on budget at time of project commencement.

Quantity	Description
1	ETC Emergency Bypass Detection Kit
1	ETC EBDK Manual Restore Switch
1	ETC Sensor 3 Tap Kit
1	ETC DMX Emergency Bypass Controller-6 channel
1	ETC Emergency Lighting Transfer Switch, Mains Feed, 3 phase
6	Dimmable LED Worklight, compatible with ETC Dimmer Module

BID DUE DATE	5 p.m., ET, Monday, January 27th, 2025
MANDATORY WALKTHROUGH	1-2 p.m., ET, Friday, January 17 th , 2025 Fitch High School Auditorium

	(A summary of the walk thru Q/A will be provided by request after January 17 th and before January 21 st)
LAST DAY FOR QUESTIONS	Wednesday, January 22 nd , 2025
PROJECT COMPLETION DATE	May 15 th , 2025
BID SECURITY	None
BID OPENING (Version 2)	Tuesday, January 7 th , 2025 (12 noon EST)



1 Fitch System Proposal
Scale: 1/2" = 1'-0"

Orange:
CAT5E/CAT6

Blue: Unison 16
Gauge pair

Green: ESD Gound

Proposals must be emailed to Clint Kennedy (ckennedy@groton.k12.ct.us) no later than 5 p.m., ET, Monday, January 27th, 2025. The email SUBJ: should include "RFP# 2025-001T". No proposal will be accepted after the time set for bid receipt. **A completed bid form should also be included.**

There will be no extensions of the proposal date. Faxed or mailed proposals are not allowed. **A complete bid includes specifications and a complete budget with options discussed.**

NOTES:

Any questions should be emailed to ckennedy@groton.k12.ct.us

Please provide itemized and total costs including shipping. Do not include tax as this is a tax-exempt organization. Note that the total quantity may vary as budget allows. All parts and equipment must be new, refurbished or otherwise used equipment is not acceptable. Equipment must be in stock and available to ship once a purchase order is received.

After review of all factors, including terms, conditions, and price, Groton Public Schools reserves the right to reject any and all proposals, or any part thereof, or waive defects in the same, or accept any proposal deemed to be in the best interest of the Town of Groton. No proposals shall be accepted from or a contract awarded to, any company who is in arrears to the owner upon debt or contract or otherwise obligated to the owner.

Dr. Clint Kennedy
Director of Technology
Groton Public Schools

Jan 7, 2025

BID SPECIFICATIONS

INSTRUCTIONS

These bid specifications accompany all contracts for supplies, services and construction for the GROTON PUBLIC SCHOOLS (hereinafter the "Owner"). Some of the specifications will apply only to certain types of contracts, as will be apparent from the content.

The Owner has provided information about the contract on the cover sheet. The bid specifications may also be accompanied by other contract documents depending on the type of contract. Bidders should review those carefully and include with their bid any additional sheets that are to be filled out, including alternates and unit prices.

The Owner is exempt from the payment of Federal Excise Taxes and Connecticut Sales and Use Tax. These taxes must not be included in bid prices nor added to any items specified.

BIDDING PROCEDURE

1. Bids will be accepted until the date and time indicated above.
2. Any bid may be withdrawn prior to the scheduled bid opening as indicated above, or prior to an authorized postponement date thereof.
3. Any bid received after the date and time specified on the cover sheet for receipt of the bid or an authorized extension thereof, will not be considered.
4. No bidder may withdraw its bid for a period of 30 days following the actual time of bid opening.
5. Bidders are highly encouraged to attend any site visit indicated above.
6. Any questions by bidders must be submitted via email, not orally. If appropriate the Owner

will respond by Addenda.

REVIEW AND AWARD OF BID

1. The Owner reserves the right to reject any and all bids.
2. The Owner reserves the right to negotiate with any bidder prior to award.
3. The Owner reserves the right to waive any informalities in bids.
4. The Owner may reject any bid deemed non-responsive or conditional.
5. The Owner may make such investigations as it deems necessary to determine the ability, qualifications and experience of the bidder to perform the work. The bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request.
6. If no responsive bids are received, the Owner reserves the right to negotiate with all responsible bidders for the award of the contract.
7. In the event that only one bid is received, a price and/or cost analysis may be made before the award of the contract.

GROTON PUBLIC SCHOOLS - BID FORM

All bids must be made on this form. To be responsive this bid must be properly executed, accompanied by the appropriate bid security, and accompanied by any additional bid sheets required by the contract documents. The undersigned acknowledges that it has carefully examined all of the contract documents bound in with this bid, including any addenda, has participated in any site visit and is familiar with any factors which may affect this contract, and offers to perform, in strict conformity with each and every provision of the contract at the prices set forth in this bid and within the period of time specified for completion in the contract documents. This offer shall be irrevocable for a period of 30 days.

By submission of this bid, the undersigned and each person signing on behalf of the undersigned certifies, under penalty of perjury, that: (a) 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; (b) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the undersigned and will not knowingly be disclosed by the undersigned prior to opening, directly or indirectly to any other bidder or to any competitor; (c) no attempt has been or will be made by the undersigned to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

BID FORM GROTON PUBLIC SCHOOLS

COMPLETE BID FORMS MUST BE RETURNED

Project Name: "High School Auditorium Audio/Visual Upgrade"

IN WITNESS WHEREOF, the undersigned has caused this Bid to be signed and delivered as of the date bids are opened by the Owner.

NAME OF BIDDER: _____
(Exact Name of Individual, Firm or Corporation)

Signature of Officer: _____

Typed Name and Title of Officer: _____

Address: _____

Telephone: _____

Email: _____

CERTIFICATE IF BIDDER IS A CORPORATION

I, the undersigned, as Secretary (or similar) to the corporation submitting the foregoing bid, hereby certify that under and pursuant to the by-laws and resolutions of said corporation, each officer who has signed such bid on behalf of the corporation, including the foregoing assurance of irrevocability, is fully and completely authorized so to do.

(Typed Name)

(Signature)

(Date)