Rochester Community Schools

Purchasing Department

Request for Proposal

Date:	February 12, 2026	Project:	**High School Auditorium Lightboard Replacements**
Project Number:	26.11		

Response Due Date and Time:	February 26, 2026 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:	Auditorium Lightboard Replacements at Three High Schools

Estimated Project Timeline:

Notice of Advertisement in Local Newspaper:	February 12, 2026
Release of RFP:	February 12, 2026
Online Requests for Clarification Deadline:	February 18, 2026 at 5:00 p.m. Local Time
Release of Addenda with RFC Answers:	February 19, 2026
Bid Due Date:	February 26, 2026 at 2:00 p.m. Local Time
Project Completion Date:	August 11, 2026

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

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Information to Bidders

Overview

Rochester Community Schools, known herein as "Owner" or "District", is looking to purchase lightboards for the three (3) high school auditoriums. One (1) lightboard will be installed at each of the following locations: Rochester High School, Rochester Adams High School & Stoney Creek High School.

Timeline

The expected timeline is as follows:

Notice of Advertisement in Local Newspaper:	February 12, 2026
Release of RFP:	February 12, 2026
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Scope

Provide an auditorium lightboard that provide features that are equal to or exceed the ETC Eos Apex 10. Lightboard to be state of the art and be able to provide multiple programming surfaces and run complex lighting and media rigs. Provided with a built-in soft keypad, book lights for paperwork, drawers for accessories, dual-axis folding displays, and generous encoder tools for LEDs, moving lights, and media control. Features to include are detailed in Equipment Specifications section below.

In your Bid Response, clearly identify and note any deviations, if any, from the provided Equipment Specifications. Otherwise, your bid response is assumed to meet all the requirements and meet all the specifications as provided.

Equipment Specifications

The following are specifications for the ETC Eos Apex 10 which are to be referenced for all bids. **Comparable item specifications are allowed, and details are required if alternate**.

Hardware/Interfaces:

- Two 23.8-inch 4K multi-touch LCD touchscreens, in an articulating dual-axis display panel.
- Supports three external display port monitors (1920x1080 minimum, 3840x2160 maximum), with optional single-touch or multi-touch screen control and DDC/CI support.
- 10 60 mm motorized faders, 100 10-fader pages for configurable faders, for channel, submaster and palette/preset, timing and effect rate/speed playback control • Ten backlit scroll wheel faders with button, 100 10-fader pages for configurable faders, for channel, submaster and palette/ preset, timing and effect rate/speed playback control.

- Two 5-inch high-resolution fader displays, with multi-touch and haptic touch feedback.
- Main Playback with two 60 mm motorized faders, and display load buttons.
- Four banks of 10-button user-definable Target Keys.
- Six force-feedback encoders for non-intensity parameter control.
- Eight backlit mini encoders for non-intensity parameter control, plus one mini encoder for navigation.
- Dedicated 10.1-inch high-resolution encoder display.
- Dedicated high-resolution intensity level wheel.
- Backlit expanded Eos keypad.
- 6.3-inch keypad touchscreen, with haptic touch feedback, servicing softkeys and custom user layouts.
- Built-in keyboard tray, with USB A & C ports • Built-in accessory tray, with USB A & C ports and dedicated 5-volt/2-amp USB-A charging port.
- One front-facing 5-volt/2-amp USB-A dedicated charging port.
- Two independently dimmable warm-white LED booklights to illuminate adjacent surfaces • Solid-state hard drive.
- Dedicated graphics processing.
- IEC power input (100–240 VAC at 50/60 Hz), inset power switch with integrated breaker, locking regionalized power cable included.
- Four individually configurable Gigabit Ethernet ports, etherCON connectors, PoE++ (802.3bt compliant PSE).
- Two individually configurable 10-Gigabit SFP+ ports, which accept modules for copper, single-mode fiber, or multi-mode fiber connections.
- One 802.11ac WiFi Ethernet adapter (to be enabled with future software).
- Bluetooth 5.1 for connecting input accessories (to be enabled with future software).
- sACN and Art-Net network output protocols.
- USB 3.1 ports, for flash drives, pointing devices, keyboards (12 USB-A ports, 8 USB-C ports).
- Two Littlite XLR ports.
- Two Kensington lock ports.
- I/O Garage with four bays, which accept Response backpack style show control gateways, or Gadget II DMX output modules.
- Multiple MIDI and/or SMPTE timecode inputs, MIDI In and Out, Analog/Serial Inputs, OSC transmit/receive, UDP transmit/receive through network interface or Response Gateways
- One 3-button scroll mouse.
- Backlit alpha-numeric keyboard (Cherry tenkeyless).
- Power cord.
- Two, 24-inch LED gooseneck Littlelites.
- Augment3d AR target kit.
- Dust cover.
- 2-year warranty.

System Capacities:

- 24,576 Outputs
- 32,768 Control Channels (mapped to any number from 1 to 99,999)
- 100,000 Cues

- 999 Cue Lists
- 999 Submasters
- 100 Fader Pages
- 4 x 10,000 Palettes (Intensity, Focus, Color, Beam)
- 10,000 Presets (all palette)
- 10,000 Groups
- 10,000 Effects (relative, absolute or step)
- 99,999 Macros
- 10,000 Snapshots
- 10,000 Curves
- 10,000 Color Paths
- 99 discrete users
- Partitioned control
- Show import from Obsession, Express™, Expression®, Emphasis®, Congo®, Cobalt®, Grand MA 1, Grand MA 2, Safari and Strand 500/300 Series
- Augment3d 3D programming and visualization environment, with support for augmented reality features via connected phone or tablet app
- Magic Sheets suite for customized user programming and displays
- Virtual Media Server function for pixel-mapping effects, images, and animations
- Support for multiple languages, including English, German, Spanish, French, Italian, Japanese, Korean, Russian, and Chinese (Simplified and Traditional)

Mandatory Alternate Pricing:

The Contractor shall provide a minimum of eight (8) hours of comprehensive equipment training and in-service instruction for all Owner and/or end-user personnel designated by the Owner. Training shall cover operation, maintenance, and safety procedures for all equipment installed under this Contract.

1. **Scheduling**: Training shall be scheduled at a mutually agreed upon time, after installation, but prior to final acceptance of the equipment.
2. **Content**: The training shall include:
    - Overview of equipment functions, configurations, and operating parameters.
    - Routine maintenance and troubleshooting procedures.
    - Safety and emergency operation protocols.
    - Demonstration of key operational features in the actual installed environment.
3. **Documentation**: The Contractor shall provide training materials, operation manuals, and any related documentation for future reference.
4. **Instructor Qualifications**: The training shall be delivered by qualified personnel certified or trained by the equipment manufacturer.
5. **Verification**: Completion of the required eight (8) hours of training shall be documented and acknowledged in writing by the Owner's representative.

Failure to provide the required training and documentation may result in withholding of final payment until all obligations under this clause have been fulfilled.

Selection Process and Owner's Rights

The Owner reserves the following:

6. To reject any or all proposals without compensation to the bidders and to waive any or all variances, irregularities, or informalities in the bid package.
7. In the event that all acceptable proposals 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.
8. To select more than one vendor or brand.

Award of Contract

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. A contract will be drafted and provided for both parties to agree upon.

Bid Due Date and Proposal Submission Requirements:

1. 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, Thursday, February 26, 2026** (the "Due Date".) No oral, telephonic, or facsimile proposals will be considered.
2. 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

1. 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.
2. 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

1. It is the Owner's intent that this Request for qualification permits competition. It shall be the proposal respondent'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 proposals.
2. If only one proposal is received in response to this request for qualification process (RFQ), an evaluation and/or audit shall be performed of the submitted response in order to determine if the respondent's proposal submission is fair and reasonable.
3. The Owner reserves the right to cancel the proposal submission process, or reschedule the proposal opening, if there is only one proposal received. The decision by the Owner will be final.

Addenda

1. Each bidder shall ascertain prior to submitting their bid that they have received all addenda issued.
2. 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.

Sales Tax

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

Method of Ordering

1. 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

1. 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.
2. Pricing shall be F.O.B. delivered to RCS at 52585 Dequindre Road, Rochester MI 48307, unloaded, and installed.

Familial Relationship Disclosure

1. 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

1. 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

1. 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

1. 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.
2. 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.
3. 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

1. After the proposals are received, tabulated, and evaluated by the Owner, the apparent lowest qualified respondent shall meet with the Owner at a post-bid meeting if requested by Owner.
2. The Owner reserves the right to request additional information from the firms submitting proposals for evaluation criteria, as needed.

Agreements

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

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

The Owner reserves the right to accept or reject any or all proposals 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 the firm other than the lowest proposal, 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

Acknowledge in your proposal response all Addendums issued.

Bid Proposal Form: Auditorium Lightboards

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 provide **High School Auditorium Lightboards** within the scope herein, including all addenda, for the amount as follows:

TOTAL (BASE BID)

$_____

_____Dollars

>PRICES ARE NOT TO INCLUDE ANY STATE OR LOCAL TAXES.
>PRICING GOOD THROUGH AUGUST 31, 2026. PLEASE NOTE ANY EXCEPTION:

_____

_____

Mandatory Alternate Pricing:

Alternate 1:
Provide 8 hours of Owner Training and Equipment In-service: $_____

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 proposed alternate material or equipment.

Voluntary Alternates:

$_____

_____Dollars

Description of Voluntary Alternate:

_____

_____

_____

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 Firm, pursuant to the compliance certification requirement provided in the Rochester Community Schools' (the "School District") Request for proposal, hereby certifies, represents and warrants that the Bidder (Including its officers, directors and employees) in 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 Firm is awarded a contract as a result of the aforementioned RFQ, the proposing firm will not become an "Iran linked business" at any time during the course of performing the Work or any service under the contract.

The responding firm 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 submit bid or submit a proposal response to a request for bid (RFB) or request for proposal /qualification (RFP or RFQ) 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