

REQUEST FOR PROPOSAL for Installation and Upgrade of Exterior Camera System

School Name: St. John the Baptist Catholic Elementary School Issue Date: **11/01/2024**

Walkthrough: Must be completed by: **12/06/2024**

The purpose of this Request for Proposal (RFP) is to solicit proposals to upgrade existing the camera systems in St. John the Baptist Catholic Elementary School.

SPECIFICATIONS

The school is interested in the installation and upgrade the exterior camera system similar or equivalent to the following:

- 1 – 11mm-29 mm for pre-school playground
- 1 – Tri-Head Corner Mount Camera northeast corner of building
- 1 – Dual-Head Wall Mount Camera rear of building HVAC unit North
- 1 – Dual-Head Wall Mount Camera rear of building HVAC unit South
- 1 – Single Head Wall Mount Camera rear of building stairwell
- 1 – Tri-Head Corner Mount Camera southeast corner of building
- 1 – Tri-Head Corner Mount Camera southwest front corner of building
- 1 – Dual-Head Wall Mount Camera southwest center of bldg. looking at school & parking lot
- 1 – Dual-Head Wall Mount Camera above school office entrance
- 1 – Tri-Head Corner Mount Camera northwest center of bldg. looking at school, lot, & drive
- 1 – Tri-Head Corner Mount Camera northwest corner of building
- 1 – Single Head Wall Mount Camera at social hall kitchen entrance and lot
- 1 – Single Head Wall Mount Camera at social emergency doors at alcove

OpenEye OE-MTX24 1 Server with 24 TB hard disk space in electrical room

TPE-5028 POE PLUS 1 28 Port PoE+ switch in rack in electrical room

Features:

- New Wiring (cat 6 or better)
- Video Management Recording – internally or cloud service
- Display monitors
- Wide Dynamic Range lighting correction
- Exterior cameras night enabled
- Exterior wall mounts
- POE Surge protectors
- Include a minimum of 1 year maintenance and support agreement (preferred)

Details:

- Each proposal shall provide a section listing all costs associated with the proposal
- All cost proposals must reflect the LCP (Lowest Corresponding Price), and any available unit discounts.
- All cost proposals must not exceed **\$41,030.00**
- While price will be the most heavily weighted factor in our evaluation of the bids, the St. John the Baptist Catholic School reserves the right to award the proposal to the best-qualified product and vendor.

OTHER REQUIREMENTS

1. Geographic Location Requirement:

The bidding vendor must have a physical presence and be based locally within 30 miles from the school boundary. Only vendors meeting this criterion will be considered for selection. The local presence is essential to ensure prompt response times for repairs and maintenance.

2. Response Time Commitment:

The selected vendor must commit to responding to repair requests within a maximum of 24 hours from the time the request is received. This response time is crucial to minimize downtime and ensure the efficient operation of the camera security systems.

3. Documentation of Local Presence:

Vendors are required to provide documentation proving their local presence, such as a physical address, business registration, or other relevant details. Failure to provide adequate documentation may result in disqualification from the bidding process.

4. Service Coverage Area:

The vendor must explicitly outline the geographic area they are capable of servicing within the specified response time. Any limitations or exceptions to the 24-hour response time commitment must be clearly communicated in the vendor's proposal.

5. Ongoing Services and Expandability

The vendor must outline charges for ongoing services, fees, maintenance, repairs, including emergency repairs. System must be equipped to provide adequate expandability for additional cameras and monitoring in the future.

6. References

Provide at least 3 references of similar projects including name of organization, contact information and specific person to contact to obtain project details.

Point of Contact

Any questions concerning technical requirements must be directed to:

Mrs. Michelle Williams – Principal – Email mwilliams@sjbnf.org

Phone: 717-235-3525 ext. 211

Submission

RFPs shall be submitted in a sealed envelope addressed to the following no later than **4PM EST, 12/20/2024**. Bids must be received at St. John the Baptist Catholic Elementary School Administration Office by this date. Envelopes should be marked "RFP Camera Access System Upgrade/Replacement." No faxed copies will be accepted. The acceptance of any electronic copies or any alternatives will be at the discretion of St. John the Baptist Catholic School. Bids will be opened and reviewed upon receipt at 315 N. Constitution Avenue New Freedom, PA 17349.

Send RFPs to:

St. John the Baptist Catholic Elementary School

RFP – Camera Access System

ATTN: Mrs. Michelle Williams – 315 N. Constitution Avenue New Freedom, PA 17349

EVALUATION CRITERIA

St. John the Baptist Catholic Elementary School evaluates and weighs the following criteria when considering our future provider of the above services. These standards are listed in descending order of importance.

EVALUATION CRITERIA	WEIGHT
Cost effectiveness of service	50%
Vendor Experience with similar organizations	20%
Vendor expertise and commitment to support	15%
Prior experience with vendor and or reference	15%
Total	100%

Vendor's bid must be broken down into pricing by hardware and installation costs.

In addition, the quote must be all inclusive.

RIGHT OF SELECTION AND REJECTION

St. John the Baptist Catholic Elementary School reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of the school.

Selection of a vendor solution shall not be construed as an award of contract, but as a commencement of contract negotiation, including but not limited to the contract price proposed.

