Consolidated High School District #230

Successful Schools
Successful Students

Consolidated High School District 230

Technology RFP / Specifications

October 15, 2019
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Request for Proposal

This information was developed in a format to facilitate the preparation of responses to this Request for Proposals (RFP) and the subsequent evaluation of those responses. There are several vendors who provide the type of equipment/service that The District desires to meet their future security needs through this competitive selection process. The requirements noted in this RFP are designed to assist in the selection of the vendor that best meets The District's needs. It is expected that all proposing vendors have carefully read and understood the RFP documents, and surveyed all spaces involved in this project. The proposal review will be focused on the vendor that indicates the best understanding of the project and best demonstrates an ability to complete the project with the highest quality and lowest cost within the approved schedule.

This document contains the equipment specifications and the requested format for vendor proposals. If additional features or equipment are believed to be appropriate for the school district, please quote them as options and include supporting justification and cost details.

The District reserves the right to the following:

- Accept the Proposal that is, in its judgment, the best and most favorable to the interests of the District,
- To reject the low price Proposal,
- To accept any item of any Proposal,
- To reject any and all Proposals,
- To waive irregularities and informalities in any Proposal submitted or in the Request for Proposals process.

**RFP Documents**

- CHSD 230 Video Surveillance RFP dated 10-15-19
- CHSD Video Surveillance Drawings dated 10-15-19 including floor plans, elevations, and details
- CHSD 230 Video Surveillance RFP Bid Form 10-15-19

**Final Proposal Submittal Format**

All proposals must include the completed RFP form (in excel format only, PDF will not be accepted). This form along with the contractor's written proposal (submitted in PDF format) shall be submitted in electronic format and shall be of appropriate size to be sent via email.

**Proposal Submittal Requirements**

- Scope of work description
- A photo-copy of the current manufacturer’s certification
- Price breakout as requested on RFP form  Unit and alternate pricing as requested
- Schedule of values with expected payout amounts by month including deposit requirements
- List of any clarifications or exclusions (if required)
- Standard terms for change orders – labor hourly pricing, material markup, overhead and profit percentages
- List of (3) Recent projects of similar size and scope with contact information

**General Proposal Instructions**

Proposals Due: Please send proposals to John Connolly at jconnolly@d230.org and Bob Hughes at bhughes@d230.org. In addition to this, One (1) original, Three (3) printed copies, and one (1) electronic copy on USB Drive of your proposal must be received no later than 3:00 p.m. CST, November 22, 2019.

Consolidated High School District 230  
15100 South 94th Avenue  
Orland Park, IL 60462

All Proposals must be signed by a duly authorized official representing the vendor. Please be sure to fill out all of the forms at the end of this document.

Only written communication from The District may be considered binding. The District reserves the right to terminate the selection process at any time and to reject any or all Proposals. The contract will be awarded to the vendor whose overall Proposal best meets the requirements of The District.

The District shall not be liable for any pre-contract costs incurred by interested vendors participating in the selection process.

The contents of each vendor's Proposal to The District, including technical specifications for hardware and fees, shall remain valid for a minimum of 90 calendar days from the Proposal due date.

Consolidated HS D230 will require the vendor selected to agree to include the contents of this Request for Proposals and all representations, warranties, and commitments in the Proposal and related correspondences as contractual obligations when developing final written contracts for equipment and software.

The District may be awarding a contract to a single or multiple vendors.

**Pre-Submittal Meeting and Site Walk**

Before submitting a proposal for work on any project, each vendor shall carefully examine the project site and the RFP documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the proposal, and include in its own proposal all sums sufficient to provide all work required by the RFP documents. After the submission deadline, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a proposal, each contractor shall be held to represent that they have made the examination in complete detail and have determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.
A site walk is scheduled for 9:00AM, Monday, October 21, 2019 pending favorable weather conditions. The event will be at Victor J Andrew High School located at 9001 W 171st St, Tinley Park, 60487. This is NOT a Bidders Conference and is NOT mandatory, though it is strongly recommended. Participating individuals should register at [https://tinyurl.com/y6xuhrto](https://tinyurl.com/y6xuhrto)

**Estimated Schedule**
During the selection process, the District will review the submitted Proposals and equipment. Using subsequent interviews, demonstrations, reference checks, and site visits, The District will then pick a final preferred vendor(s). The District will negotiate final pricing and terms and conditions with the preferred vendor(s). The following is the current estimated schedule, as defined by The District and can be changed at its discretion:

<table>
<thead>
<tr>
<th>Selection Process Step</th>
<th>Estimated Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for Proposals Issued</td>
<td>October 15, 2019</td>
</tr>
<tr>
<td>Recommended Vendor Walk Through</td>
<td>October 21, 2019</td>
</tr>
<tr>
<td>Final Date for Questions</td>
<td>October 25, 2019</td>
</tr>
<tr>
<td>Publish Addendum (Q&amp;A)</td>
<td>November 1, 2019</td>
</tr>
<tr>
<td>Proposals Due</td>
<td>November 22, 2019</td>
</tr>
<tr>
<td>Final Vendor Selection</td>
<td>December 20, 2019</td>
</tr>
<tr>
<td>Building &amp; Finance Committee Review</td>
<td>January 21, 2020</td>
</tr>
<tr>
<td>Presentation of Recommendation to Board</td>
<td>January 30, 2020</td>
</tr>
<tr>
<td>Start of Project</td>
<td>February, 2020</td>
</tr>
<tr>
<td>Substantial Completion of Project</td>
<td>July 1, 2020</td>
</tr>
<tr>
<td>Final Completion of Project</td>
<td>July 15, 2020</td>
</tr>
</tbody>
</table>
Project Background

**General:** This program is for three related High School surveillance projects. The three High Schools are Carl Sandburg High School, Amos Alonzo Stagg High School, and Victor J. Andrew High School. The District requires each proposal to include video surveillance, structured cabling proposal, and video management system (VMS). A single vendor providing all systems is preferred. The responding vendors must provide proposals for turn-key installations including labor, field coordination, products specified, and additional installation materials and supplies as required for a complete system.

**Video Surveillance System:** A robust video surveillance system to monitor the interior and exterior of the facility is required. The cameras will primarily be used for viewing incidents after the fact. Areas of coverage are:
- Parking lots
- Exit points and building exterior
- Common Corridors
- Gymnasiums
- Gathering areas
- Restroom entrances
Integration of the security cameras with the District Door Access Software (RS2) is preferred.

**Structured Cabling System:** The District is interested in outsourcing the cabling as part of the project, however may determine alternative options depending on the cost. Cabling specifications are included in this RFP document.

**Scope Delineation**
- Furnish and install new cameras – By **Security Contractor**
- Data Cabling for cameras – **TBD**
- Optional: Furnish and install new VMS – By **Security Contractor**. Current system is Genetec.
- POE Switches – By **CHSD 230**

**Quality Assurance & Qualifications**
- Carefully examine the drawings, specifications, attend the onsite walk-thru and become familiar with the local conditions relating to the work.
- Discovery of any conflicting design information or any design intentions which are not readily interpreted shall be referred to the engineer for further description or illustration prior to any product selection or execution of work.
- Discovery of any materials or equipment which are damaged, unsuitable, incompatible, or non-compliant with applicable codes, laws, ordinances, or regulations shall be brought to the direct attention of the engineer.
- **Codes & Standards:** All local codes and standards must be adhered to in accordance
with the authority having jurisdiction on the project location.

- **Manufacturer**: Company specializing in the manufacturing of the products specified in this section with a minimum of seven years of documented experience, ISO 9001 or equal certification, and with facilities within 100 miles of the project location.

- **Supplier**: Authorized distributor of specified manufacturer with a minimum of ten years documented experience with local stock for service and maintenance of specified components.

- **Installer**: Company specialized in the installation of the products specified with a minimum of five years of documented experience and three projects of similar size and scope within the past 24-months.

- **Servicing**: Authorized factory-trained fulltime staffed service department with a minimum of five years of documented experience specializing in the servicing of the products specified with service facilities within 50 miles of the project.

- **Certified Dealers**: The prime contractor must be certified by the manufacturer to furnish, install, and service all specified products.

- **Insurance**: Provide Workmen’s Compensation, public liability and property damage insurance to protect the Contractor, his employees, subcontractors and the Owner.

- **Background Check**: All onsite integrators will complete and pass background check with the District’s required process. The cost of this will be incurred by the vendor. Form is included as attachment.

- **Certified Practitioners**: At least one full time staff member assigned to the project team must be certified in by ASIS with the PSP credential.
Submittal Requirements

Proposal

- **Written Proposal:** narrative scope of work.
- **Equipment List:** manufacturers, models, quantities.
- **Pricing Breakdown:** labor, materials, tax, permit for each system
- **Unit Pricing:** typical location for each standard symbol on the drawing including equipment, and installation labor.
- **Product Cut Sheets:** for all substituted products.
- **Certifications:** provide copies of manufacturer certifications for all products proposed within the project scope.
- **Extended Warranty:** pricing for extending the full warranty period from 12-months to 60-months on an annual basis with recommended preventative maintenance visits included.
- **Insurance:** certificate provided with the project named.
- **References:** provided with contact name, phone number and email for three projects of similar size and scope completed within the past three years.
- **Project Team:** organizational chart with applicable certifications for all team members to be assigned to the project.

Project Kickoff

- **Mock-up Submittal:** of physical samples for client approval with faceplate colors and labels, jack colors, and cable colors and labels.
- **Product Data:** for all products, equipment, cabling, and materials proposed to be installed on the project. All be approved prior to ordering.
- **Shop Drawings:** submittal containing dimensioned installation drawings for all components with interconnection details and required sequence of operations.
- **Seismic Qualification Certificates:** as required by local jurisdiction.

Project Close Out

- **Test Reports:** indicating satisfactory completion of tests and inspections required by this specification and the standards referenced herein.
- **Camera Documentation:** report to include pictured field of view for each camera.
- **Manufacturer’s Instructions:** indicating application conditions and limitations of the use stipulated by product testing agency specified under regulatory requirements. Include instructions for storage, handling, protection, examination, preparation, and installation of product.
- **Record Documents:** of actual locations of equipment, devices, and interconnecting wiring with field identifying labels. Provide one laminated copy to be hung at each head end (MDF/IDF) location.
- **Letter of Warranty:** with contact information for service and support.
- **Extended Warranty:** of manufacturer’s extended warranty of products.
- **Maintenance Data:** including instructions for safe operating procedures, replacement parts, and troubleshooting diagnostics.
Project Conditions | Delivery | Warranty

**Project Conditions**
- Environmental considerations shall be made during every phase of the project. This includes recycling and limiting of waste on the project.
- Existing conditions must be reviewed prior to commencing work. Refer to separate sections and notes within the specifications and drawings for special requirements of existing locations, materials, and equipment.
- Field Measurements must be confirmed by the installer. All drawing backgrounds and models are issued to scale as received by others. Incorrect takeoff measurements are the responsibility of the installer.
- All finished work by other trades or existing conditions must be protected from damage by the installer. The installer is liable for any costs to repair or replace damage caused.

**Delivery, Storage, and Protection**
- Protect from moisture by using appropriate coverings. Store in dry interior locations.
- Do not install until building is closed in and suitable temperature conditions are controlled.
- Maintain suitable temperature and humidity conditions during and after installation of cabling and equipment.
- Provide protection of all installed components until after all carpet, furniture, and painting is complete.
- Only deliver equipment to the project location upon verification that the site is secure and safe. All materials and equipment are the responsibility of the contractor until accepted by the client at project completion.

**Warranty and Service**
- Upon substantial completion of the project, a full 12-month labor, workmanship, and material warranty shall apply to all new components.
- During the 12-month warranty period, the installer shall replace defective or malfunctioning items subjected to normal use at no cost to the owner within a 24-hour period.
- Within the period 90-180 days after the turnover of the project, the installer shall visit the site to verify all components are satisfactory to the client and all systems are performing as designed. At this time, service packs and firmware shall be updated while additional training provided.
- SLA: service level agreement must be provided by the installer for the warranty period:
  - **Working Hours (M-F 8AM – 5PM)**
    - Live Person Telephone Response within 1-hour
    - On-Site Support within 4-hours
  - **Non-Working Hour (M-F 5PM – 8AM and Weekends)**
    - Live Person Telephone Response within 4-hours
    - On-Site Support next business day
## Evaluation Criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>30%</td>
</tr>
<tr>
<td>Ability to Support RFP Requirements</td>
<td>20%</td>
</tr>
<tr>
<td>References and Experience</td>
<td>20%</td>
</tr>
<tr>
<td>Ability to Offer Turn-Key Solution: Cameras, Cabling, VMS, etc.</td>
<td>20%</td>
</tr>
<tr>
<td>Project Management</td>
<td>5%</td>
</tr>
<tr>
<td>Timeline: Adherence/Flexibility to Preferred Timeframe</td>
<td>5%</td>
</tr>
</tbody>
</table>
Products – Cameras

The camera part numbers are listed as basis of the design. Alternate camera manufacturer and model numbers will be accepted based upon meeting the specification of the products listed. All cameras must be provided with secure mounting hardware for the location that it is being installed. All camera locations and exact model numbers are designated in the camera matrix.

<table>
<thead>
<tr>
<th>Description</th>
<th>Manufacturer</th>
<th>Model #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outdoor Fixed Camera (5MP)</td>
<td>Hanwha</td>
<td>XNV-8080R</td>
</tr>
<tr>
<td>Outdoor Fixed Camera (12MP)</td>
<td>Hanwha</td>
<td>PNV-9080R</td>
</tr>
<tr>
<td>Outdoor Fixed Camera (1080P)</td>
<td>Hanwha</td>
<td>XNV-6080R</td>
</tr>
<tr>
<td>360 Camera (2 &amp; 5 MP imagers)</td>
<td>Hanwha</td>
<td>PNM-9000VQ</td>
</tr>
<tr>
<td>180 Camera (15MP)</td>
<td>Hanwha</td>
<td>PNM-9030V</td>
</tr>
<tr>
<td>Pendant Top for 180/360 Camera</td>
<td>Hanwha</td>
<td>SBP-276HM</td>
</tr>
<tr>
<td>Pole Mount</td>
<td>Hanwha</td>
<td>SBP-300PM</td>
</tr>
<tr>
<td>Wall Mount</td>
<td>Hanwha</td>
<td>SBP-300WM</td>
</tr>
<tr>
<td>Parapet Mount</td>
<td>Hanwha</td>
<td>SBP-300LM</td>
</tr>
<tr>
<td>Corner Mount</td>
<td>Hanwha</td>
<td>SBP-300KM</td>
</tr>
<tr>
<td>Pan/Tilt/Zoom Camera</td>
<td>Hanwha</td>
<td>PNP-9200RH</td>
</tr>
<tr>
<td>Indoor Fixed Camera (2MP)</td>
<td>Hanwha</td>
<td>QNV-6012R</td>
</tr>
<tr>
<td>Indoor Fixed Camera (5MP)</td>
<td>Hanwha</td>
<td>QNV-8080R</td>
</tr>
</tbody>
</table>
| Indoor DUAL Head Camera                   | Hanwha       | PNM-7000VD  

*Include Lenses*
Cabling Specifications

Structured Cabling System - Scope of Work
Consolidated High School District 230 (CHSD230) is requesting proposals for the installation of a Structured Cabling System at each of the school facilities within the District for each security camera installed. The main scope of work for this project is as follows:

- Structured Connectivity System Project Scope (BASE BID):
  - The contractor shall be responsible for providing and installing the new data cabling as indicated on the drawings for a complete installation.
  - The contractor is to furnish and completely install the specified keystone biscuit box, jacks, cable, raceway components, and machine printed labeling required for a complete installation.
  - Typical data drop locations will be comprised of a Plenum Rated Cat-6 1-Gig UTP cable terminated within a single port surface mount box on a Cat-6 1-Gig RJ45 jack/module. The contractor is to coil 15’ (feet) of additional cable at each security camera drop location for future relocation. Manufacturer of cable and connectors shall be one of the following: Hubbell, Leviton, Panduit, CommScope, Belden, Legrand.
  - Within each wiring room, the Cat-6 1-Gig, 4-pair UTP cables will be terminated on existing blank patch panels until filled. New 48-port blank patch panels mounted in existing 19” equipment racks/cabinets as needed with customer approval.
  - Category-6 1-Gig Patch Cords shall be provided by the contractor and installed. Patch cords shall be the same manufacturer as the installed cabling and connectors.
  - The contractor is to furnish the labor and materials to install the specified data cable from the security camera drop location to the respective wiring room. Cabling will be routed from the security camera drop location to the respective wiring room through plenum ceiling spaces. Overhead routing of cable is to be supported within existing Cat-5 J-hooks secured to the structure above. Where existing J-hook pathways do not exist, this contractor shall be responsible for providing and installing new J-hook pathways. New J-hooks shall be installed 4’ on center along the cable path up to the data drop location.
  - The contractor shall be responsible to provide and install metal conduit sleeves and firestopping at all penetrations through floor and fire-rated walls where existing data cable pathways do not exist.
  - The contractor is to perform Test and Certification of the newly installed cabling system and is to provide test result documentation certifying that the cabling system meets industry standards. All cables are to be tested with a hand held cable tester having ISO Level IV and TIA Level llle accuracy (minimum) for Category 6 / Class E certification. Test reports are to be printed and assembled in binders as well as submitted in native electronic format. Contractor will provide all
appropriate software and licensing to allow the Owner to view the electronic form of the test results.

- The contractor shall furnish to the owner legible record documents which will reflect any changes made to the design during the installation.
- The contractor shall furnish record documents including computer generated AutoCAD as-built drawings showing the new data drop locations and drop ID labeling.

**Contractor Qualifications**

- The cabling contractor shall be licensed to do business in the State of Illinois.
- The contractor shall have worked satisfactorily for a minimum of five (5) years on systems of this type and size.

**Structured Cabling System Warranties**

- Provide any and all registrations from the manufacturers for the installed cabling system.
- All additional warranties that may be placed on the installation by the Cabling Contractor due to affiliation with the material vendor are to be noted.
- Materials and workmanship hereinafter specified and furnished shall be fully guaranteed by the contractor for a minimum of One (1) year (the Term) from transfer of title against any defects. The contractor at no additional cost to the customer shall correct defects, which may occur as the result of faulty materials or workmanship within the Term after installation and acceptance by the customer. The contractor shall promptly, at no cost to the customer, correct or re-perform (including modifications or additions as necessary) any nonconforming or defective work within the Term after completion of the project of which the work is a part. The contractor’s warranties shall commence with acceptance of/or payment for the work in full.
- The contractor shall provide through the cabling manufacturer(s) an extended product and application assurance warranty for a minimum of Twenty (20) years that covers the passive components of the system (i.e., cable, and connectivity components that makeup the passive data and telecommunications signal transmission infrastructure).
Execution of Work - General

General

- All installations shall be completed in a neat, efficient, and workmanlike manner. All cabling must be installed along building lines and supported every 60”.
- Do not install equipment and materials that have not been submitted to, reviewed and approved by the Engineer.
- All installation shall be completed in accordance with manufacturer’s recommendations and industry best practices.
- All installation shall take place only after full coordination is completed.
- Site Observation
  - The engineer shall perform site observations throughout the project.
  - Reports generated from observations shall notify installers of issues and deficiencies.
  - The installer shall notify the engineer at least ten days prior to closing walls, ceilings, and raised floor, etc. to ensure inspections can be completed.

Change Orders, Modifications, Revisions, and Directives

- When revisions are made to the drawings, a change order must be submitted and approved in accordance with the installer’s contract prior to any work commencing.
- Change orders must include a full listing of deductions and additions for labor and materials at the same rates proposed on the original contract.
- Field direction by the owner or engineer shall not be considered approval for additional cost. All additions to the scope must be presented in a change order in accordance with the original contract.
- Unit costs must be equal for the project duration to adds, changes, and deducts.

Project Management, Schedule, Coordination, and Sequencing

- The installer shall provide a single point of contact for the project team for coordination of schedule and interdisciplinary items. The project manager must be technically knowledgeable about the products and systems being provided.
- The installer shall provide a detailed construction schedule with hard dates for completion of; rough-in, cabling, terminations, testing, programming, commissioning. The project schedule must be completed in a format that can be imported into the master project schedule.
- During the school year all work will be done after 3:30 PM Monday through Friday. Installers can work on Saturdays during the day and all other days during the week when school is not in session (ie. school holidays, spring break, summer break etc…).
- Continuity of all service will be maintained in all areas that will be occupied or temporarily relocated during the project.
- Any service interruption must be scheduled with at least seven days of notice to the owner.
- Include premium time for any work required to comply with the project schedule.
- Field Locations: verify locations of outlets, closets, equipment rooms, raceways, etc. prior to rough-in.
- The installer shall coordinate with the owner, project manager and/or general contractor
on the sequencing of the trades required within these documents, supporting these, and required by these for the entire lifecycle of the project.

- Cooperation and coordination is required with all trades:
  - The work will be performed so that the progress of the entire project will not be delayed or interfered with.
  - Keep fully informed as to the shape, size, and position of all openings required for all apparatus and give information in advance to building openings into the space.
  - Furnish and set in place all sleeves, pockets, supports, and incidentals.
  - Coordinate exact locations and rough-in dimensions of all work before installation and make all final connections as required.
  - Attend project coordination meetings to coordinate the work of this section, pathways, and work of other trades phasing and project requirements.

**Grounding and Bonding**

- Telecommunications equipment and raceways shall be properly grounded and bonded in accordance with TIA/EIA-607.
- The telecommunications grounding and bonding system shall be tested with an “Earth Ground Resistance Tester, Amprobe GP-1” using the “Two-Point Test Method.”

**Fire Stopping**

- Penetrations through fire rated building structures, walls, and floors shall be sealed with an appropriate firestop system. This requirement applies to through penetrations and membrane penetrations. Any penetrating items shall be properly fire stopped and labeled.
- Firestop systems shall be UL classified to ASTM E814 (UL 1479) and approved by the local authority having jurisdiction.
- Firestop systems shall be installed in accordance with the manufacturer's recommendations and shall be completely installed and available for inspection by the local inspection authorities prior to cable system acceptance.

**Labeling and Identification**

- Cable, equipment, and room identifications shall meet the requirements of the TIA/EIA-606, the administration standard for the telecommunications infrastructure.
- Provide telecommunications cabling identification and identified in the drawings.

**Examination**

- Verify that the interior of the building has been protected from the weather.
- Verify that the cable tray system and conduit raceway system is complete and supported.
- Verify that conduit stubs are installed with bushings.

**Preparation**

- Completely and thoroughly swap raceway prior to pulling cable.
- Prepare all rooms, floors, walls, and furniture to ensure the condition is suitable for the installation of new components.

**Alterations and Demolition**
- Refer to drawings for alterations and demolition required.
- Refer to drawings for equipment reuse.

**Prevailing Wage Requirements**

*Requirements*

A. Contractor and each subcontractor shall comply with requirements of the Prevailing Wage Act, 820 ILCS 130/0.01 et seq., as it may be amended.

B. If, during the course of work under this contract, the Department of Labor revises the prevailing rate of hourly wages to be paid under this contract for any trade or occupation, the Contractor shall have the sole responsibility and duty to ensure that the revised prevailing rate of hourly wages is paid by the Contractor and all subcontractors to each worker to whom the revised rate is applicable. Revisions of the prevailing wage, as set forth above shall not result in an increase in the Contract Sum.


*Acts and Ordinances*

D. See the Prevailing Wage Act, 820 ILCS 130/0.01 et seq.

E. The work of this project will be governed by the Illinois Department of Labor Prevailing Wage Rates for Cook County. In an effort to reduce the number of printable pages in the bid package, this document is included, by reference only, in its entirety.

F. If your firm requires a copy of the document for review, please visit the Illinois Department of Labor's Website at [http://www.illinois.gov/idol](http://www.illinois.gov/idol).
Execution of Work – Surveillance Cameras

**Project Turnover Premium Time**
- During the project turnover phase, the security contractor shall provide a technician on premium time to be on site to resolve installation and/or patching issues for at least 8-hours.

**Communications Connecting Cords, Devices, and Adapters**
- All patch cables shall be provided by the Security Contractor, as required.
- Final quantities, lengths, and colors shall be submitted and approved by client prior to ordering.
Execution of Project - Security

General Programming and Integration
- All systems shall be programmed to a fully functional point by the security installer. This includes computer and server setup, network coordination, software installation, software configuration of all components to achieve optimum performance of the installed components.
- All systems shall be integrated unless noted otherwise.

Video Surveillance and Recording System
- Cameras: IP Based
- Function: Record Only
- Software: TBD
- Server: TBD
- LAN Switches: By CHSD 230
- Recording Days: 45 Days
- Recording Quality: Minimum 5 FPS | 1080P min | H.264 High Quality. Preferred 12 FPS or higher, H.265
- Record On: Motion – configure motion zones
- External View: Remote View and Mobile View Required
- Masking Option for Privacy
Testing & Training

Testing

● All provided scope shall be tested and reported with certification from the installer and the date and time the testing took place.
● All active components shall be tested based upon the designed criteria for the system and a pass/fail test for all features shall be provided.
● All cameras shall be installed and a screen shot provided to ownership for approval.

Training

● The installer shall provide comprehensive end-user training of all devices, components, and systems.
● The training session(s) must be scheduled in advance with a syllabus of all topics.
● The training must be presented by a factory trained and certified technical expert.
● Training shall be included at no additional cost to the owner and satisfied upon acceptance and full understanding of the system by the owner.
● Within 90 days after project turnover, Security Contractor shall perform a final system verification site visit, verifying recording settings, NVR storage capacity and to provide additional functionality training to client, as required.
● Minimum training components shall include:
  ○ Review system capabilities and features
  ○ Review device locations and record drawings
  ○ Review each system
  ○ Review each function of each system
  ○ Identify procedures for all standard owner functions
  ○ Present advances functions and user customizations as required
  ○ Integration with Door Access System
  ○ What to do if something goes wrong
ATTACHMENT 1

PRICING TEMPLATE - Please review the pricing template included as an Excel Attachment.
ATTACHMENT 2

PROPOSER INFORMATION AND AUTHORIZATION

The undersigned hereby affirms that:

* He/She is a duly authorized agent of the Proposer.

* He/She has read and agrees to the Proposal.

I certify that I am submitting the following offers as my firm’s Proposal. I understand by virtue of executing and returning with this Proposal this required response form, I further certify full, complete, and unconditional acceptance of the contents of this Proposal.

Print Name:____________________________   Title:__________________________

Company Name:___________________________________________________

Address:________________________________________________________________

City:______________   State:_______   ZIP:____________

Telephone:____________

E-Mail:__________________________________

Signature___________________________________   Date:
CERTIFICATE OF ELIGIBILITY TO BID

_______________________________________ (Contractor), pursuant to Section 33E-11 of the Illinois criminal code of 1961 as amended, hereby certifies that neither (he, she, its) partners, officers, or owners of (his, her, its) business have been convicted in the past five (5) years of the offenses of bid-rigging under Section 33E-3 of the Illinois Criminal Code of 1961 as amended and that neither (he, she, its) business has ever been convicted of the offense of bid-rotating under Section 33E-4 of the Illinois Criminal code of 1961 as amended.

The Contractor further certifies that neither (he, she, its) partners, officers, or owners of (his, her, its) business is barred from bidding for or entering into a contract under Section 10-20.21 of the Illinois School Code (105 ILCS 5/10-20.21) and the Contractor acknowledges that the District may declare the contract void if such certification is false.

Signature of Contractor: ____________________________________________

Title: ___________________________________________________________

Date: ___________________________________________________________
ATTACHMENT 4

ANTI-COLLUSION CERTIFICATION OF COMPLIANCE

______________________________________, being first duly sworn, deposes and says:

(print name)

that he/she is__________________________  of ______________________________
(owner, president, partner, etc.)                     (name of company)

the party making the foregoing Proposal, that this Proposal is genuine and not collusive or sham; that Contractor has not colluded, conspired, connived or agreed, directly or indirectly, with any person, to put in a sham Proposal or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the price element of said Proposal or that of any other proposer, or to secure any advantages against any other proposer or any person interested in the proposed contract.

Signed: _______________________________    Date: _________________________

The above statements must be subscribed and sworn before a notary public.

Subscribed and sworn before me on the_______ day of _____________________, 2019.

Notary Public: ____________________________________________________________

Notary Seal (stamp)
ATTACHMENT 5

PROOF OF INSURABILITY

PROPOSAL SUBMITTED
BY:________________________________________________

(Contractor Name)

ADDRESS:_____________________________________________________________

Being duly sworn, I do hereby acknowledge that I have read the insurance specifications herein and agree the above contractor is eligible for insurance per aforesaid specifications.

Subscribed and sworn before me on the _______ day of _____________________, 2019.

Signed:_________________________________________________________________

Date:_______________________________________________________________

Insurance Company:_______________________________________________________

Address:________________________________________________________________

Notary Public:____________________________________________

Notary Seal (stamp)
ATTACHMENT 6

HOLD HARMLESS CERTIFICATION

The Contractor agrees to indemnify, keep and save harmless District 230 and the Village of Orland Park, its Board of Education, agents, officials and employees against all injuries, judgments, costs and expenses that may accrue against District 230 and the Village of Orland Park in consequence of granting this contract or that may result from it, whether or not it will be alleged or determined the act was caused through negligence or omission of the Contractor or its employees, of the District or its employees arising from or incurred against the District in any such action, and will at its own expense discharge same.

The Contractor agrees to indemnify, keep and save harmless District 230 and the Village of Orland Park, its Board of Education, agents, officials and employees against all injuries, judgments, costs and expenses that may in any way accrue against District 230 and the Village of Orland Park in consequence of use by the Contractor’s employees of equipment owned, rented or leased by the District.

The Contractor understands and agrees that any insurance protection required by this contract, or otherwise provided by Contractor, will in no way limit the responsibility to indemnify, keep, save harmless and defend District 230 and the Village of Orland Park as herein provided.

For: _________________________________   By: ______________________________

(company name)                                            (signature)

Its: __________________________________     Date:____________________________

(owner, president, partner, etc.)
INDIVIDUAL’S DRUG FREE WORK PLACE CERTIFICATION

Pursuant to 30 ILCS 580/1 et seq. (the “Drug Free Workplace Act”), the undersigned certifies to the Board of Education of District 230 and the Village of Orland Park, that he/she will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of this contract. Failure to abide by this Individuals’ Drug Free Workplace Certification will subject the individual to the penalties set forth in Sections 6, 7, and 8 of the Drug Free Workplace Act.

NOTICE: This Individual’s Drug Free Workplace Certification is to be completed by an individual directly responsible for the performance of a contract of $5,000 or more with the District.

Name: ___________________________ Signature: ___________________________
(print)

Date: ____________________________
ATTACHMENT 8

CONTRACTOR’S DRUG FREE WORKPLACE CERTIFICATION

Pursuant to 30 ILCS 580/1 et seq. (“Drug Free Workplace Act”), the undersigned certifies to the Board of Education of District 230 and the Village of Orland Park it will provide a drug-free workplace by:

1. Publishing a statement:
   a. notifying employees that unlawful manufacture, distribution, possession, or use of a controlled substance, including cannabis, is prohibited in the Contractor’s workplace;
   b. specifying actions that will be taken against employees for violations of this prohibition;
   c. notifying employees that, as a condition of employment on this contract, employees will:
      i. abide by the terms of the statement,
      ii. notify the Contractor of any criminal drug statute conviction for a violation occurring in the workplace, no later than five (5) days after such conviction.

2. Establishing a drug-free awareness program to inform employees about:
   a. the dangers of drug abuse in the workplace;
   b. the Contractor’s policy of maintaining a drug-free workplace;
   c. available drug counseling, rehabilitation, and employee assistance programs;
   d. penalties that may be imposed upon employees for drug violations.

3. Making it a requirement to give a copy of the statement in subsection “1” to each employee engaged in performance of the contract, and posting it in a prominent workplace location.

4. Notifying the District within ten days after receiving notice in subsection “1”, paragraph “C”, part “2”, from an employee, or otherwise receiving notice of such conviction.

5. Imposing a sanction or requiring participation by a convicted employee, in a drug abuse rehabilitation program, as required by Section 5 of the Drug Free Workplace Act.

6. If required, assisting employees in selecting drug counseling, treatment, and/or rehabilitation, and indicating a trained referral team is in place.

7. Making a good-faith effort to maintain a drug-free workplace through implementation of Section 3 of the Drug Free Workplace Act.

Failure to abide by this Contractor’s Drug Free Workplace Certification will subject the contractor to penalties set forth in Sections 6, 7, and 8 of the Drug Free Workplace Act.

For:__________________________________ By:________________________________
(company name) (signature)

Its:__________________________________ Date:__________________________________
(owner, president, partner, etc.)

NOTICE: This Drug Free Workplace Certification must be completed by contractors with (25) or more employees at the time of contract: or a department, division, or unit thereof, directly responsible for the performance of a contract of $5,000 or more with the District.
ATTACHMENT 9
CERTIFICATE OF COMPLIANCE CRIMINAL BACKGROUND CHECKS/SEX OFFENDER DATABASE

The undersigned Contractor shall be responsible for conducting a criminal background check and a check of the Illinois Statewide Sex Offender Database as to all persons working within a school building or other indoor facility used for school purposes, and areas outside buildings and facilities, whether owned, leased or contracted by District 230 and the Village of Orland Park. This includes all employees of the Contractor or any sub-contractor, all independent contractors, casual laborers, workers obtained through union halls or hiring halls, and all other individuals present on the School District’s Property at any time during the performance of the Contract. No person shall be permitted to work on or within the School District’s property, when children are present, who: 1) has been convicted of any of the enumerated criminal or drug offenses found in 105 ILCS 5/10-21.9(c), or 2) has been convicted, within seven (7) years of the date of this Certificate of Compliance, of any other felony under the laws of the State of Illinois or of any offense committed or attempted in any other state or against the laws of the United States that, if committed or attempted in the State of Illinois, would have been punishable as a felony under the laws of this State, or 3) is on the Illinois Sex Offender Database. The Contractor must submit records directly to District 230 and the Village of Orland Park to verify that the criminal background/sex offender checks have been performed on all persons working on or within School District property. All such records must be updated at least every twelve months.

The School District reserves the right to order the Contractor to remove any person from the School District’s work who the School District determines to be a threat to safety of students, School District employees, other workers, parents, visitors, or otherwise. All workers must follow School District policies, regulations and rules as to building access and security.

Agreed and signed by:

Firm Name:________________________________
Address:______________________________
________________________________
______________________
(Signature of Officer) (Title)
Subscribed and sworn before me
This __________ Day of _____________, 2016
Notary Seal (stamp)

________________________________
(position) (date)
ATTACHMENT 10

BACKGROUND CHECK

District 230 requires all external vendors doing onsite work to complete a background check with Accurate Biometrics. The form is located here and will be expected to be completed for the vendor selected for the RFP.
CERTIFICATE OF PREVAILING WAGE PAYMENT

The Contractor, hereby certifies that all laborers, workers and mechanics performing work under the Contract shall not be paid less than the prevailing wage as found by the Illinois Department of Labor or the Board of Education, and that Contractor and all subcontractors shall in all other respects comply with the Prevailing Wage Act in carrying out work under the Contract. If, during the course of work under this Contract, the Department of Labor revises the prevailing rate of hourly wages to be paid under this Contract, Contractor shall have the sole responsibility and duty to ensure that the revised prevailing rate of hourly wages is paid by Contractor and all subcontractors to each worker to whom a revised rate is applicable. Revisions to the prevailing wage as set forth above shall not result in an increase in the Contract sum. Contractor shall protect, defend, indemnify and hold the School District harmless for any claims or demands made as a result of Contractor’s failure to comply with this certification.

By: ________________________________
(Contractor’s Authorized Representative)

SUBSCRIBED and SWORN TO before me

This _____ day of __________________, 20_____.

____________________________________
NOTARY PUBLIC

Notary Seal (stamp)
ATTACHMENT 12

BONDING

The undersigned agrees to furnish herewith, as required in the Terms and Conditions, a 100% labor and Materials Performance Bond.

Proposer to indicate the name of the surety company to furnish the bond:

- Surety Company _______________________
- Performance Bond Amount _______________________

Dollars ($__________________)