

**Request for Proposal
Franklin Community Schools Security Cameras
Franklin Community Schools
998 Grizzly Cub Drive
Franklin, Indiana 46131**

Franklin Community Schools (Corporation) is requesting proposals for upgrades to their security cameras. The primary objective of this request for proposal is to identify interested vendors (Vendor) who are highly qualified in security cameras. The secondary objective is to provide a competitive means by which to select a qualified vendor. Each Vendor should deliver/mail a physical copy of the final proposal to the address indicated below and also e-mail a copy of the final proposal to the Corporation at erate@franklinschools.org before or on Monday, October 21, 2024 at 1:30pm.

After review of the proposals, the Corporation reserves the right to interview selected vendors.

Details for Potential Vendors:

The following items are important for the Vendor to understand as the proposal response is prepared:

1. Any requirements of the Corporation by the Vendor must be included in the proposal.
2. Vendor must understand and comply with the Davis-Bacon Act.
3. All technology components must fully integrate with the current security camera system, Avigilon.
4. The proposal should list hardware costs and installation costs separately.
5. Accepting a proposal is based on specific funding. Depending on funding none of the proposals may be accepted, a purchase of the hardware may be accepted, or hardware and installation may be accepted.
6. It is the Vendor's responsibility to ensure that the equipment proposed meets the performance specifications of the manufacturer and the stated requirements. The proposal must guarantee performance sufficient to fulfill the needs of the Corporation as requested within this RFP.
7. The Corporation will not release the Vendor from the performance guarantee required herein because of malfunctions or defects in equipment due to manufacturer error or flaws in the equipment.
8. If after the completion of this project, during normal operation of the system, the Corporation discovers the equipment does not meet the minimum specifications stated in the objectives of this RFP, the Vendor will then be required to do whatever is necessary to meet the specifications with no additional cost to the Corporation.
9. All prospective vendors must complete a walk-through. Proposals from vendors who have not completed the walk-through WILL NOT be considered. The walkthrough will occur by October 4, 2024 via a scheduled appointment. Please contact FCS at Kayla Phillips at phillipsk@franklinschools.org to schedule a walk-through.

10. The specifications herein are provided to convey the intent of the systems and upgrades and do not indicate every cable or component necessary for the complete system that the proposing Vendor shall provide.
11. Proposals must include references from other schools in the surrounding area.
12. Prices quoted shall be all-inclusive (including all applicable taxes, shipping cost, installation of equipment, user training, technical support and trash removal) and represent complete installation and integration with the existing system where necessary.
13. Any omissions in the proposal will not release the Vendor from the responsibility to fully deliver, operate, and support all services described in this RFP.
14. Should the Vendor have questions or find discrepancies in, or omissions from this RFP, or shall be in doubt to its meaning, the Vendor shall at once notify the Corporation.
15. Questions must be submitted to the email address erate@franklinschools.org. If a response is not received within 1 (one) working day, it is the responsibility of the Vendor to call Matt Sprout at the contact information listed below.
16. If installation is accepted, all security cameras must be named and physically labeled using Corporation's naming standard. Naming standards will be given after a signed agreement.
17. Installation in buildings must occur between 4pm and 12am on weekdays. Access will be provided to the Vendor during the installation timeline. Prior to ending each day, it is essential that the work site is free of debris, equipment, and any other materials that may pose a safety hazard to our students and staff. Trash must be removed and items organized on a daily basis.
18. Server installation must precede new camera installs to ensure continuous video access.

Contact Information:

<p>Matt Sprout Director of Technology erate@franklinschools.org Office: 317-346-8710 Cell: 317-507-2309</p>	<p>Franklin Community Schools 998 Grizzly Cub Drive Franklin, Indiana 46131 https://www.franklinschools.org</p>
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Timeline:

Event	Date(s)
District walk-through.	Completed by October 4, 2024
Submission of Proposal	Monday, October 21, 2024 1:30pm

Specifications:

School	Address	Quantity of security camera
Creekside Elementary	700 East State Road 44 Franklin, IN 46131	20
Needham Elementary	1399 Upper Shelbyville Road Franklin, IN 46131	10
Northwood Elementary	965 Grizzly Cub Drive Franklin, IN 46131	22
Union Elementary	3990 West Division Road Bargersville, IN 46106	11
Webb Elementary	1400 Webb Court Franklin, IN 46131	19
Franklin Community High School	2600 Cumberland Dr Franklin, IN 46131	197
Administration Building	998 Grizzly Cub Drive Franklin, Indiana 46131	2

1. Franklin Community High School will require:
 - a. 197 cameras, a mixture of interior and exterior camera
 - b. 3 license plate readers at the 3 property driveway entrances
 - c. 24 POE injectors to power cameras in the athletic complex areas and northeast storage shed by Branigin Road
 - d. 2 point-to-point connections between the main building and the northeast storage shed and parking lot C.
 - e. Intercom camera at door 2 and door 61
 - f. Some existing network cables for existing cameras could be re-directed to new locations for new cameras
 - g. 5 new servers (NVRs) with ability to keep at least 60 days of footage
 - h. Licenses to cover all cameras plus 10%.
2. Elementary Schools and Admin will require 84 cameras consisting of interior and exterior cameras.
 - a. 6 new servers (NVRs) with the ability to keep at least 60 days of footage.

- b. Licenses to cover all cameras plus 10%.
3. A site visit is required by all vendors. If a vendor attended a site visit related to the previous RFP, the vendor is encouraged to review the details in this RFP and request a site visit if they deem it necessary.
4. During the Vendor's site visit, power requirements, existing infrastructure, connections, and other criteria are to be evaluated. Once the vendor's site visit is scheduled, the location maps of the security cameras and spreadsheet will be provided.
5. Vendor site visits will take place between September 30, 2024 and October 4, 2024. Please contact Kayla Phillips at 317-346-8700 or phillipsk@franklinschools.org to schedule a site visit.
6. Verify all locations and heights before installation of the camera
7. All exterior cameras (when necessary) shall have wiring contained in a weatherproof box, conduit, etc. (liquid tight). No exposed wiring will be accepted even if it is OSP-rated.
8. Certify/Test all new cabling.
9. Re-certify any existing cabling reused for new camera locations.
10. The cabling must be CAT6 or better, yellow, plenum.
11. All patch cables must be CAT6, yellow, and plenum.
12. All network cables must have a CAT6 yellow, keystone-style jack at the camera end with a 5-foot yellow patch cable with a 10-foot service loop. Exterior cameras/cables may vary.
13. All patch panels must be modular type with yellow keystone-style jacks.
14. All new cabling and existing cables that are reused must follow approved cable pathways such as J hooks, cable trays, etc. Nothing is to be lying on the ceiling grid.
15. Any camera locations that require wiring to be exposed must be contained in EMT conduits, metal electrical boxes, etc. to protect the wiring.
16. All cabling must be labeled on each end with a wrap label.
17. The vendor must keep track of each cable's location and report this information back to the owner at project completion along with test results.
18. The vendor is responsible for plugging in the patch cable to the camera.
19. The vendor is responsible for aiming the camera in the proper direction.
20. The vendor must get approval from the Corporation before plugging in the camera to the switch.
21. Vendor must keep records of cable ID, locations.
22. The vendor is responsible for setting IP addresses on the cameras during installation according to the list provided by FCS. FCS will have a list of which camera will connect to which server and its appropriate IP address to set on the cameras.
23. All new servers will be installed in the high school data center located by the library.
24. Additional and clarifying specifications may be given during the Vendor site visit.
25. Additional details concerning technology specs will be discussed at the scheduled walk-through.

Submission Instructions:

Proposals will need to be delivered or mailed to the following address before or on October 21, 2024 for the bid opening at 1:30pm

Franklin Community Schools
Attn: Matt Sprout (Security Cameras)
998 Grizzly Cub Drive
Franklin, Indiana 46131

The Franklin Community Schools Board of Trustees reserves the right to reject any and/or all proposals and waive any informalities.

The first page showing in the proposal submission packet should be Attachment A so the total price may be easily seen for tabulation.

Proposals must include the following:

1. Attachment A Completed and Signed by the Vendor.
(THIS PAGE MUST BE THE FIRST PAGE IN THE DOCUMENTATION)
2. A spreadsheet listing all buildings and proposed improvements to the buildings.
3. Scope of the Project – Included, but not limited to:
 - a. Proposals must be submitted in the format outlined in this section. Each proposal will be reviewed to determine if it is complete prior to actual evaluation.
 - b. Responses shall include a table of contents properly indicating the section and page numbers of the requested information.
 - c. Provide any additional information you wish for the Corporation to consider.
 - d. Company qualifications
 - e. Vendor contact information
 - i. Vendor name and address
 - ii. Contact person
 1. Name
 2. Phone/Fax/Mobile Phone
 3. Email Address
 - iii. Provide the name(s) of the Vendor's owner(s)
 - iv. Provide a brief history of Vendor
 - v. Provide a simple organizational chart for this project
 - vi. Indicate the person who will provide overall project leadership and be the primary contact
 - f. Estimated start and completion dates including hardware delivery timeframes.
 - g. Past performance is a critical component in the selection process of this project.
Provide a list of references with the following information:
 - i. School name, contact, telephone number
 - ii. Description of the scope of work

The Corporation reserves the right to reject any or all proposals; and further reserves the right to eliminate from further consideration any RFP response deemed to be substantially or materially unresponsive to the request for proposal contained herein. Any proprietary information in the submittal must be designated clearly with the words, "Proprietary Information".

All proposals become the sole and unrestricted property of the Corporation.

Attachment A
INFORMATION FORM

Name of Vendor	
Street Number and Street Name of Vendor's Address	
City of Vendor's Address	
State of Vendor's Address	
Zip Code of Vendor's Address	
Main Phone Number of Vendor	

Contact Name:		Contact Title:	
Contact Phone:		Contact Email:	

Total Project Hardware Cost: \$ _____

Total Project Installation Cost: \$ _____

Estimated date of completion: _____

By signing below, the Vendor acknowledges the prices listed on this sheet are the prices being bid for this project and further understands this project is subject to funding availability. Depending on funding none of the proposals may be accepted, a purchase of hardware may be accepted, or purchase of hardware and installation may be accepted.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

Attachment A--Continued

PRICING INFORMATION

Given the following information is listed on a quote, a vendor may use a quote in place of the information requested below. If the Vendor chooses to enter the information below but needs additional space, please make a copy of this page and indicate quote pages.

Line #	Manufacturer's Part Number	Description	ERATE Class	Quantity	Unit Price	Extended Price
1						
2						
3						
4						
5						

Vendor Quote Page ____ of ____

Shipment Address:
(See building addresses listed on Page 3)