



**Ravenna Public Schools
12322 Stafford Street
Ravenna, MI 49451**

Request for Proposals

District Security

Upgrades/Additions

Issue Date October 13, 2023

Ravenna Public Schools (the “School District”) is desirous of receiving proposals for District Security Upgrades/Additions. The purpose of this request for proposals District Security Upgrades/Additions is to obtain sealed proposals from professional and qualified vendors who can provide the District Security Upgrades/Additions in accordance with the terms and conditions of this RFP. The School District may select one or more qualified vendors to proceed with the negotiation process from those submitted Proposals. Past experience will also be judged through the reference of each entity.

SCHOOL DISTRICT PROFILE

The School District operates six (6) buildings, which include an early childhood center, elementary, middle school, high school, transportation and administrative building.

IMPORTANT FUNDING INFORMATION

Ravenna Public Schools will be using grant funds to pay for work associated with this project. These funds are limited. The School District may, at its discretion, adjust quantities of items or solutions purchased based on this limited funding. Please be aware of this when submitting proposals where quantities or quantity discounts may be a factor.

PROPOSAL SUBMISSION DEADLINE AND REQUIREMENTS

The Due Date for submission of Proposals in response to this RFP is:

Wednesday, November 1, 2023 at noon Local Time (the “Due Date”)

All Proposals must be delivered to the School District’s High School Office on or before the Due Date as follows:

**Ravenna Public Schools
Attn: Ryun J. Landheer, Director of Technology
2766 S. Ravenna Rd.
Ravenna, MI 49451**

All Proposals must be marked “District Security Upgrades/Additions”.

Oral, E-Mail or Facsimile Proposals will not be accepted. Any Proposals received after the Due Date listed above will not be accepted or considered and will be made available to the respective vendor, unopened, for pick-up at the vendor’s sole expense.

At the specified location and Due Date stated above, all timely submitted Proposals shall be publicly opened and dated. Any interested parties may attend. No immediate decision will be rendered.

Proposals must be presented in the format requested. Proposals not submitted in the prescribed form may be rejected at the sole discretion of the School District. Vendors are to provide three (3) hardcopies and one (1) electronic copy of any Proposal within the sealed package.

The School District reserves the right, in its sole and absolute discretion (for this provision and all other provisions contained in this RFP), to accept or reject, in whole or in part, any or all Proposals with or without cause. The School District further reserves the right to waive any irregularity or informality in the RFP process or any Proposal, and the right to award the contract to other than the lowest bidder. The School District reserves the right to request additional information from any or all bidders. All Proposals shall be considered firm for ninety (90) days after Due Date for Proposals.

Requests for clarification or questions on bidding procedures or specifications may be directed to the District by e-mail at bidquestions@ravennaschools.org. All questions and requests for clarification must be submitted via e-mail. Oral questions will not be accepted. All e-mailed questions and responses will be e-mailed to each vendor who submitted an e-mail address.

From the issue date of this RFP until a vendor is selected and the selection announced, a prospective vendor shall not communicate about the subject of this RFP or a vendor's Proposal with the School District, its Board of Education, or any individual member, administrators, faculty, staff, students, or employees, except for via email at bidquestions@ravennaschools.org.

The School District intends that all vendors shall have equal access to information relative to this RFP, and that this RFP contains adequate information. No information communicated, either verbally or in writing, to or from a vendor shall be effective unless confirmed by written communication contained in an addendum to this RFP, a request for clarification/question or other written response thereto, or in the Proposal.

A recipient of this RFP is responsible for any and all costs and liabilities incurred by it or others acting on its behalf in preparing or submitting a Proposal, or otherwise responding to this RFP, or any negotiations incidental to its Proposal or this RFP.

Each vendor certifies that their Proposal is made without any previous understanding, agreement or connection with any person, firm or corporation making a Proposal for the same subject matter and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

The following outlines the information that must be provided by each vendor and the required format for its Proposal. Any Proposal not providing the required information, or not conforming to the format specified, may be disqualified on that basis. Proposals must: (i) demonstrate an understanding of the scope of services desired under this RFP; (ii) services, including the features of each, proposed by the vendor; and (iii) include all necessary information to enable the School District to thoroughly evaluate each vendor's overall experience, expertise, qualifications and ability to deliver the services in accordance with the requirements and obligations of this RFP. Each Proposal shall also include any other information or explanations that the vendor feels is/are significant with respect to the School District making an informed decision relative to its Proposal.

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I. General Vendor Information

The following items are of interest to the School District concerning each vendor. As a quality business relationship is important, each vendor should include anything else it feels the School District should understand about its company and/or Proposal. Please answer the following questions if they are applicable. If not, please indicate with a "N/A" response.

- A. What is the legal name of your company?
- B. Please state the number of years your company has been in business.
- C. Are you a subsidiary, affiliate, or franchise? If yes, what is the name of your parent company?
- D. What are the headquarters' location address and relevant phone numbers?
- E. What is the company ownership structure?
- F. How many employees do you have locally?
- G. Outline the insurance coverage you carry.
- H. Provide Federal tax identification number.
- I. Describe all past and present lawsuits or legal actions that your company has had in the past three years. Also, please state whether these actions have had a material effect on the financial condition of your company.
- J. Has your company filed for "Chapter 11" within the past five years? If yes, how will this affect your ability to provide service?
- K. What kind of geographical classification applies to your company?
 - a. Local: (i.e., operates only one city)
 - b. Regional: (i.e., operates only in one geographical location)
 - c. Multi-Regional: (i.e., in more than one region but not national)
 - d. National: (i.e., provide services across the U.S. only)

II. Organizational Structure and Philosophy

- A. How is your organization structured locally and how does this structure support your ability to provide the products and services you are proposing?
- B. What differentiates your organization from your competition?
- C. Describe your customer satisfaction guarantees of the services in your Proposal.

III. Staffing

- A. How many Service Staff do you have in the local area?
- B. Please attach an organizational chart of your support teams for the School District, locations, indicate their names, titles, telephone numbers, areas of responsibility, years of experience in the industry, current organizations each team member is providing service to and years with your company.

IV. District Security Upgrades/Additions Category Details and Specifications

A. **Access Control Systems, Readers, Etc.**

a. **RHS**

- i. RHS currently utilizes a Honeywell Webs Enterprise Security System w/Tridium Niagara N4 platform
- ii. R2R modules needed for all new doors to integrate in to existing system
- iii. 5 x ID Signo Readers (or equivalent)
 - 2.4GHz (Bluetooth)
 - 13.56MHz (NFC) Credential Compatibility
- iv. 50 x HID iCLASS 13.56MHz key fobs
- v. All new doors must be integrated in to District's current Webs Security supervisor graphical interface
- vi. See building map (RHS-MAP-1) for locations
- vii. **Awarded bidder is responsible for installation, electrical, and any work necessary to complete the project successfully**

b. **RMS**

- i. The School District currently uses a Honeywell Webs Enterprise Security System w/Tridium Niagara N4 platform and requires a compatible and integratable solution for RMS
- ii. R2R modules needed for all doors to integrate in to existing system
- iii. Webs Security Jace along with R2R access control modules will be required for door control
- iv. 6 x ID Signo Readers (or equivalent)
 - 2.4GHz (Bluetooth)
 - 13.56MHz (NFC) Credential Compatibility
- v. 50 x HID iCLASS 13.56MHz key fobs
- vi. See building map (RMS-MAP-1) for locations
- vii. **Awarded bidder is responsible for installation, electrical, and any work necessary to complete the project successfully**
- viii. All new doors must be integrated in to District's current Webs Security supervisor graphical interface

c. **Beechnau Elementary**

- i. The School District currently uses a Honeywell Webs Enterprise Security System w/Tridium Niagara N4 platform and requires a compatible and integratable solution for Beechnau Elementary
- ii. R2R modules needed for all doors to integrate in to existing system

- iii. Webs Security Jace along with R2R access control modules will be required for door control
- iv. 6 x ID Signo Readers (or equivalent)
 - 2.4GHz (Bluetooth)
 - 13.56MHz (NFC) Credential Compatibility
- v. 50 x HID iCLASS 13.56MHz key fobs
- vi. See building map (BCH-MAP-1) for locations
- vii. **Awarded bidder is responsible for installation, electrical, and any work necessary to complete the project successfully**
- viii. All new doors must be integrated in to District's current Webs Security supervisor graphical interface

B. Security Cameras

a. RMS

- i. Ravenna Public Schools currently uses Axis cameras with an ExacqVision NVR.
- ii. All new or replacement cameras should be full HD quality or higher.
- iii. ExacqVision camera five-year licensing is needed for all new or replacement cameras.
- iv. District will only accept Axis brand cameras but will allow vendor recommendations for which specific models.
- v. Mounting hardware and consumables should be itemized, as needed for each camera installation (drop ceiling mounting adapter, exterior corner mount, etc.)
- vi. **New data runs will be the responsibility of the awarded bidder for this category of work as specified to the district standard.**
- vii. All exterior cameras will require owner-approved lightning/surge suppression.
- viii. All installed cameras must be fully integrated in to the District's current NVR system.
- ix. Please see attached map (RMS-MAP-2) for new and replacement camera locations, network closets, and other relevant information.

b. Beechnau Elementary

- i. Ravenna Public Schools currently uses Axis cameras with an ExacqVision NVR.
- ii. All new or replacement cameras should be full HD quality or higher.
- iii. ExacqVision camera five-year licensing is needed for all new or replacement cameras.
- iv. District will only accept Axis brand cameras but will allow vendor recommendations for which specific models.
- v. Mounting hardware and consumable should be itemized, as needed for each camera installation (drop ceiling mounting adapter, exterior corner mount, etc.)
- vi. **New data runs will be the responsibility of the awarded bidder for this category of work as specified to the district standard.**
- vii. All exterior cameras will require owner-approved lightning/surge suppression.
- viii. All installed cameras must be fully integrated in to the District's current

NVR system.

- ix. Please see attached map (BCH-MAP-2) for new and replacement camera locations, network closets, and other relevant information.

C. Door Camera Systems

a. RHS

- i. RHS currently uses AiPhone IX-MV7 control unit(s) and AiPhone IX-DV camera/user station(s).
- ii. RHS requires one additional outdoor camera/user station.
- iii. **Installation, network drops, power, conduit, mounting boxes, etc. will be the responsibility of the awarded vendor.**
- iv. New camera/user station must integrate with current control units.
- v. Please see attached map (RHS-MAP-2) for new AiPhone hardware locations, network closets, and other relevant information.

b. RMS

- i. RMS will need an two AiPhone IX-MV7 control units and 2 AiPhone IX-DV camera/user stations, or equivalent
- ii. **Installation, network drops, power, conduit, mounting boxes, etc. will be the responsibility of the awarded vendor.**
- iii. Please see attached map (RMS-MAP-3) for new AiPhone hardware locations, network closets, and other relevant information.
- iv. **Demolition of the current door camera system and associated wiring is the responsibility of the awarded vendor.**

c. Beechnau Elementary

- i. Beechnau Elementary will need an two AiPhone IX-MV7 control units and 2 AiPhone IX-DV camera/user stations, or equivalent
- ii. **Installation, network drops, power, conduit, mounting boxes, etc. will be the responsibility of the awarded vendor.**
- iii. Please see attached map (BCH-MAP-3) for new AiPhone hardware locations, network closets, and other relevant information.
- iv. **Demolition of the current door camera system and associated wiring is the responsibility of the awarded vendor.**

D. Backup Generator Integration

a. RMS

- i. RMS currently has a backup generator and transfer system capable of powering a large number of devices. At this time only emergency lighting is tied in to generator power.
- ii. The District wishes to provide generator power to three (3) network closets
- iii. Please see attached map (RMS-MAP-4) for generator integration locations, electrical closets, and other relevant information.

E. Emergency Alert Devices

a. RMS

- i. RMS has begun replacing an analog paging/clock system with an IP-based InformaCast Fusion-managed system utilizing Advanced Network Devices brand clocks/displays and other IP-based speakers.
- ii. The District wishes to complete the transition from analog clocks and paging to an all IP-based solution.
- iii. Classroom clocks/displays should be Advanced Network Devices IPCSS-RWB

- or equivalent with wall mount.
- iv. Hallway speakers should be Advanced Network Devices IPSCM-RMe or equivalent with appropriate drop-ceiling mount.
- v. Outdoor speakers should be Advanced Network Devices IPSWS-SM-O or equivalent.
- vi. **Installation, network drops, power, conduit, mounting boxes, etc. will be the responsibility of the awarded vendor.**
- vii. InformaCast 5-year support licensing must be included with each clock/display/speaker.
- viii. **Demolition of all old clocks, speakers, and associated wiring is the responsibility of the awarded vendor.**
- ix. Please see attached map (RMS-MAP-5) for new installation locations, network closets, and other relevant information.

b. **Beechnau**

- i. Beechnau has begun replacing an analog paging/clock system with an IP-based InformaCast Fusion-managed system utilizing Advanced Network Devices brand clocks/displays and other IP-based speakers.
- ii. The District wishes to complete the transition from analog clocks and paging to an all IP-based solution.
- iii. Classroom clocks/displays should be Advanced Network Devices IPCSS-RWB or equivalent with wall mount.
- iv. Hallway speakers should be Advanced Network Devices IPSCM-RMe or equivalent with appropriate drop-ceiling mount.
- v. Outdoor speakers should be Advanced Network Devices IPSWS-SM-O or equivalent.
- vi. **Installation, network drops, power, conduit, mounting boxes, etc. will be the responsibility of the awarded vendor.**
- vii. InformaCast 5-year support licensing must be included with each clock/display/speaker.
- viii. **Demolition of all old clocks, speakers, and associated wiring is the responsibility of the awarded vendor.**
- ix. Please see attached map (BCH-MAP-4) for new installation locations, network closets, and other relevant information.

F. **AED Devices**

a. **Beechnau**

- i. Beechnau requires one additional AED unit with wall-mount enclosure.
- ii. Beechnau requires a second AED unit with wall-mount enclosure that does not require installation (not listed on map).
- iii. Awarded vendor may choose to quote installation or send a self-install solution.
- iv. Please see attached map (BCH-MAP-5) for new installation location and other relevant information.

G. **“Stop The Bleed” Kits**

a. **RHS**

- i. RHS requires three “Stop The Bleed” kits.
- ii. Kits should be wall-mountable and include all necessary hardware.
- iii. Awarded vendor may choose to quote installation or send a self-install

solution.

- iv. [Stop The Bleed kit 84-0012](#) or equivalent
- v. Please see attached map (RHS-MAP-3) for new installation locations and other relevant information.

b. RMS

- i. RMS requires two “Stop The Bleed” kits.
- ii. Kits should be wall-mountable and include all necessary hardware.
- iii. Awarded vendor may choose to quote installation or send a self-install solution.
- iv. [Stop The Bleed kit 84-0012](#) or equivalent
- v. Please see attached map (RMS-MAP-6) for new installation locations and other relevant information.

c. Beechnau

- i. Beechnau Elementary requires two “Stop The Bleed” kits.
- ii. Kits should be wall-mountable and include all necessary hardware.
- iii. Awarded vendor may choose to quote installation or send a self-install solution.
- iv. [Stop The Bleed kit 84-0012](#) or equivalent
- v. Please see attached map (BCH-MAP-6) for new installation locations and other relevant information.

H. Interior Window/Door Glass Coverings

a. RHS

- i. RHS is desirous of interior door/side glass emergency deployable window coverings.
- ii. RHS has 19 windows of 13” wide by 76” tall dimension
- iii. RHS has 2 windows of 21” wide by 61” tall dimension
- iv. RHS has 1 window of 23” wide by 53” tall dimension
- v. Vendors may choose to quote installation or send a self-install solution. If sending a self-install solution all necessary mounting components must be included.
- vi. All installation solutions must meet current fire and life safety codes.
- vii. Please see attached map (RHS-MAP-4) for new installation locations and other relevant information.

b. RMS

- i. RMS is desirous of interior door/side glass emergency deployable window coverings.
- ii. RMS has 18 windows of 21” wide by 76” tall dimension
- iii. RMS has 2 windows of 4” wide by 25” tall dimension
- iv. RMS has 2 windows of 17” wide by 76” tall dimension
- v. Vendors may choose to quote installation or send a self-install solution. If sending a self-install solution all necessary mounting components must be included.
- vi. All installation solutions must meet current fire and life safety codes.
- vii. Please see attached map (RMS-MAP-7) for new installation locations and other relevant information.

c. Beechnau

- i. Beechnau Elementary is desirous of interior door/side glass emergency

deployable window coverings.

- ii. Beechnau Elementary has 33 windows of 8" wide by 32" tall dimension
- iii. Beechnau Elementary has 20 windows of 21" wide by 76" tall dimension
- iv. Beechnau Elementary has 1 window of 13" wide by 76" tall dimension
- v. Beechnau Elementary has 4 windows of 16" wide by 32" tall dimension
- vi. Vendors may choose to quote installation or send a self-install solution. If sending a self-install solution all necessary mounting components must be included.
- vii. All installation solutions must meet current fire and life safety codes.
- viii. Please see attached map (BCH-MAP-7) for new installation locations and other relevant information.

V. **References:** Please provide at least two references where you have provided products/services to clients.

VI. **Required Attachments**

A. Please provide the following:

1. Familial Relationship Disclosure Form **(Appendix A)**
2. Affidavit of Compliance – Iran Economic Sanctions Act **(Appendix B)**
3. Certificate of Liability Insurance **(Appendix C)**
4. Organization Charts **(Appendix D)**
5. District Security Upgrades/Additions Bid Form **(Appendix E)**
6. Maps **(Appendix F)**
7. Terms and Conditions
8. W-9 Form

Appendix C: Certificate of Liability Insurance

Appendix D: Organization Charts

Appendix E: District Security Upgrades/Additions Bid Sheet

All bids are due by Wednesday, November 1, 2023 at noon Local Time

Name of Company _____

Address _____

Number of years that you have provided this type of service _____
(Please provide references)

Bid Category A-Access Control Systems, Readers, Etc.

Bid Amount: _____

Bid Category B-Security Cameras

Bid Amount: _____

Bid Category C-Door Camera Systems

Bid Amount: _____

Bid Category D-Backup Generator Integration

Bid Amount: _____

Bid Category E-Emergency Alert Devices

Bid Amount: _____

Bid Category F-AED Device

Bid Amount: _____

Bid Category G-"Stop The Bleed" Kits

Bid Amount: _____

Bid Category H-Interior Windows/Door Glass Coverings

Bid Amount: _____

I agree to abide by all of the provisions stated in the specifications if awarded any item within the "District Security Upgrades/Additions" project by Ravenna Public Schools.

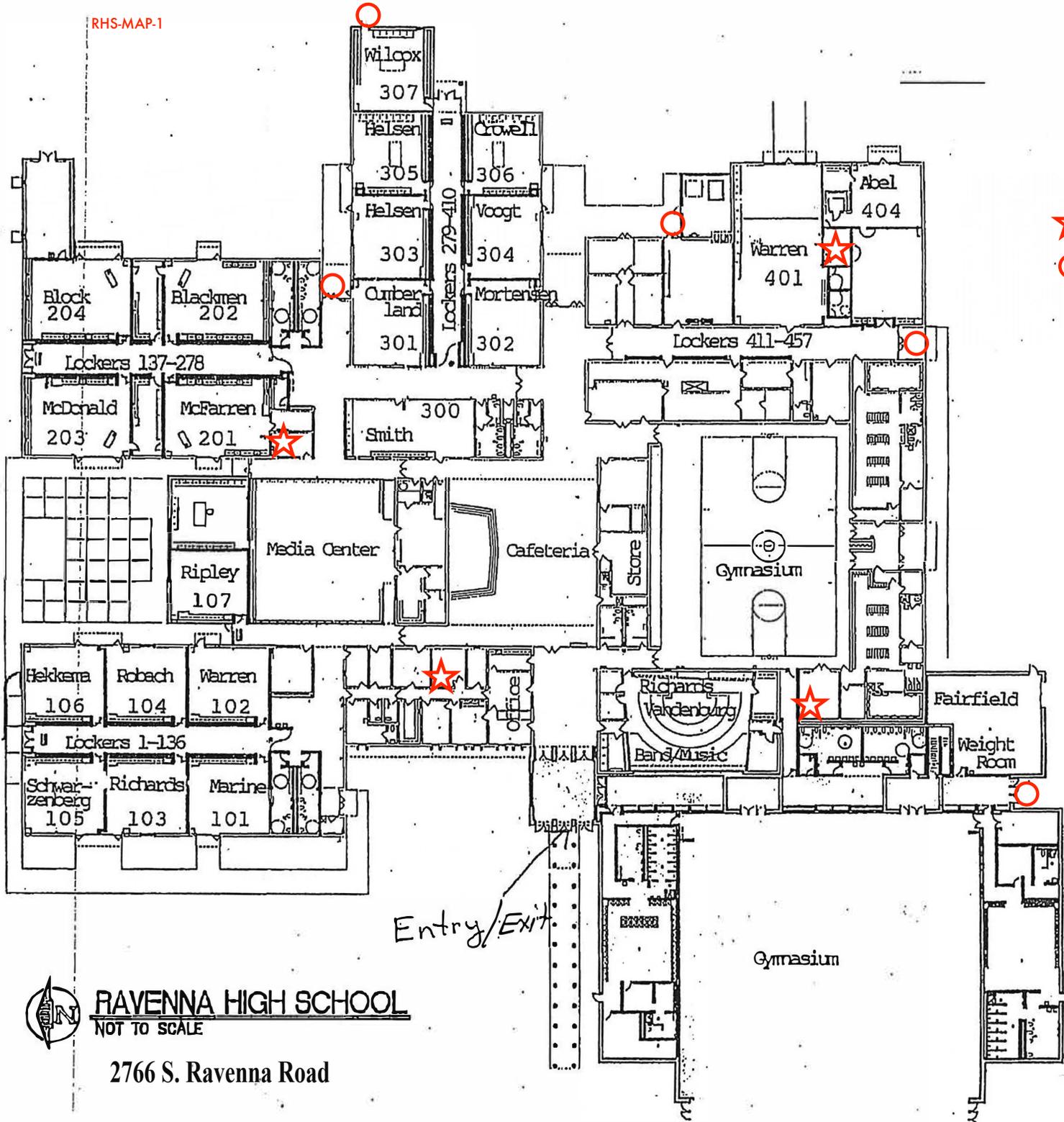
Date: _____

Company _____

Signature: _____

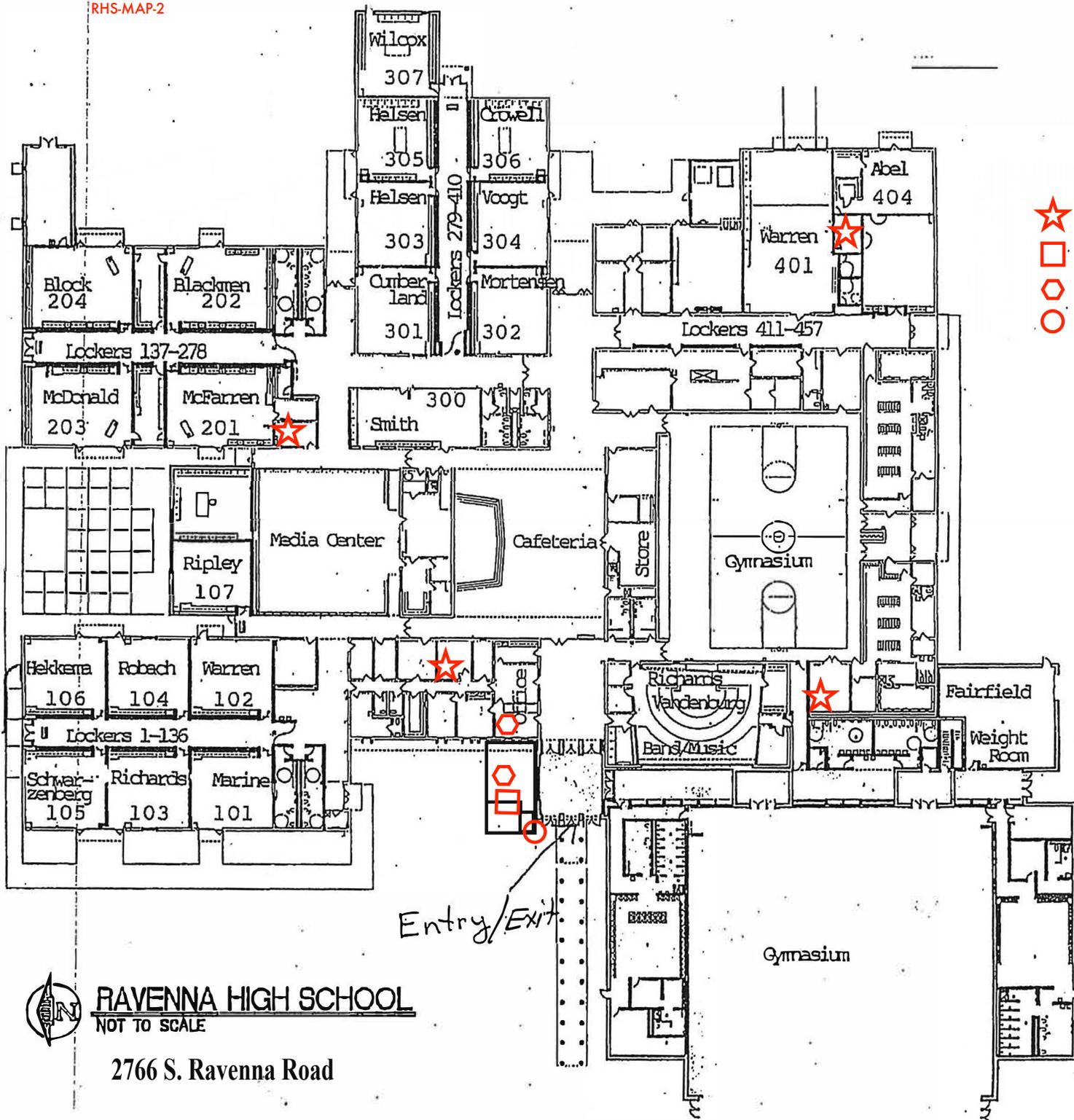
Title _____

Appendix F: Maps



RAVENNA HIGH SCHOOL
NOT TO SCALE

2766 S. Ravenna Road



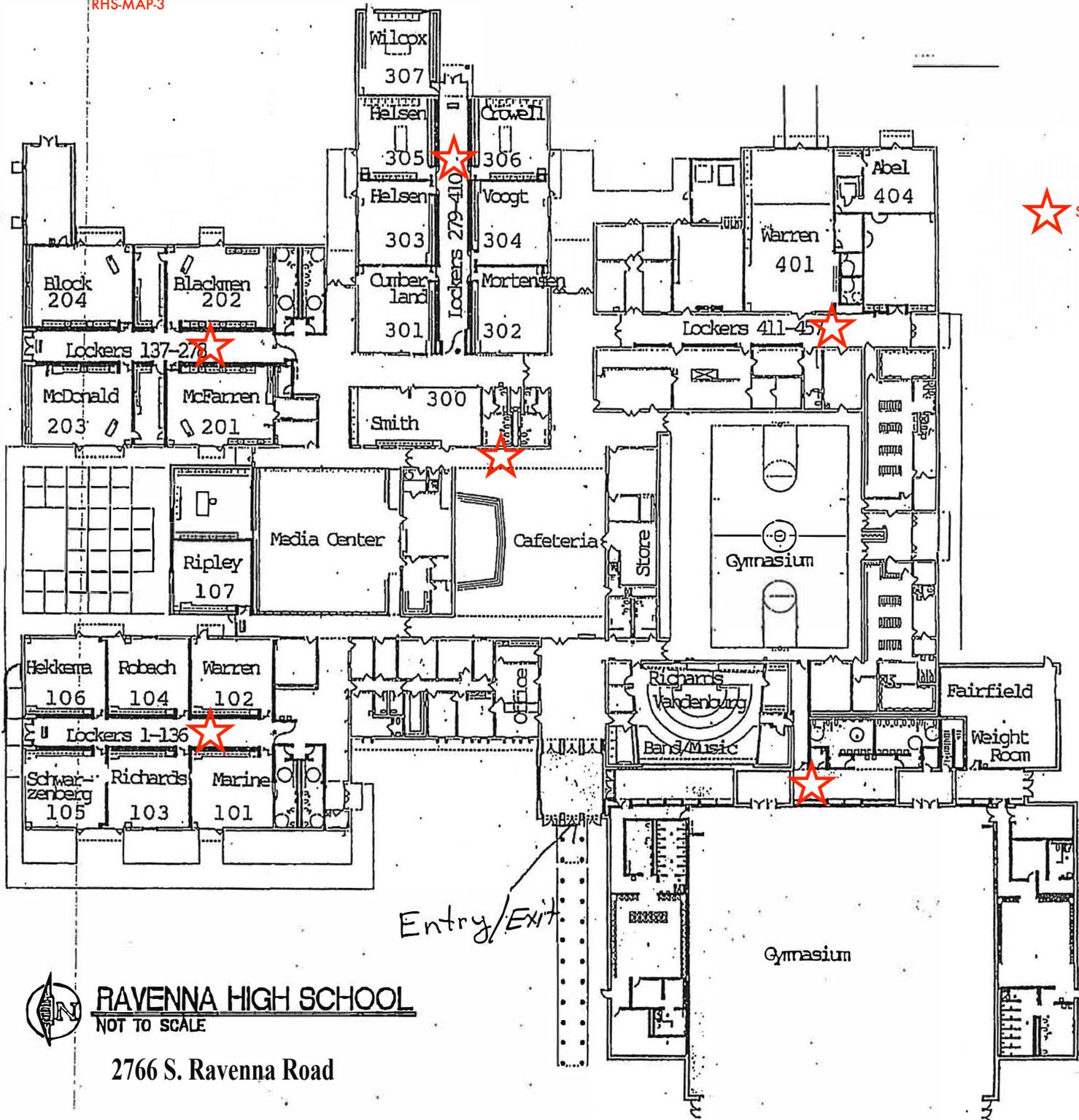
-  Network Closet
-  Existing Door Camera
-  Existing Release Station
-  Additional New Camera Location

Entry/Exit



RAVENNA HIGH SCHOOL
NOT TO SCALE

2766 S. Ravenna Road

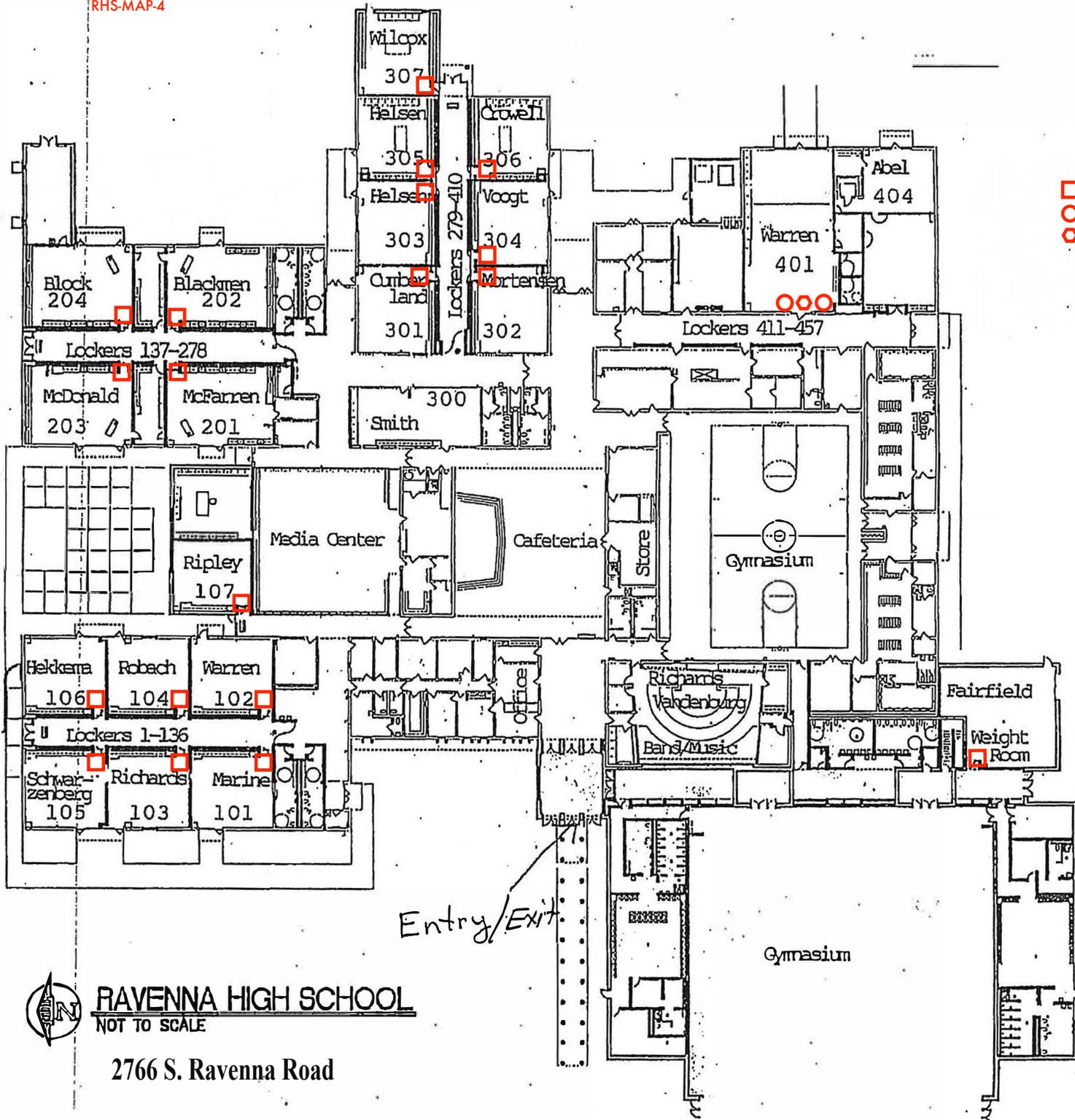


Entry/Exit



RAVENNA HIGH SCHOOL
NOT TO SCALE

2766 S. Ravenna Road

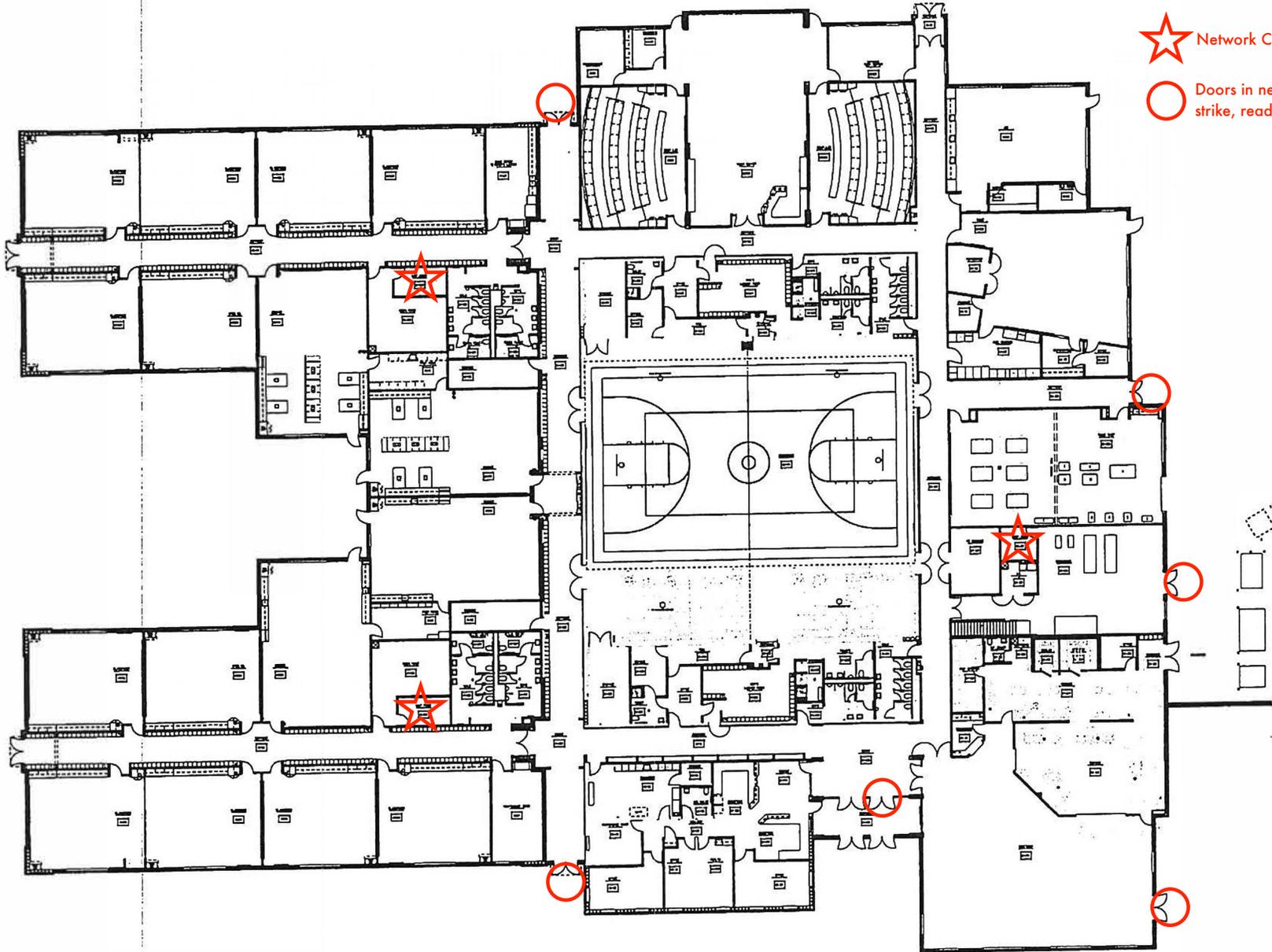


RAVENNA HIGH SCHOOL
NOT TO SCALE

2766 S. Ravenna Road

RAVENNA MIDDLE SCHOOL

2700 S. Ravenna Road



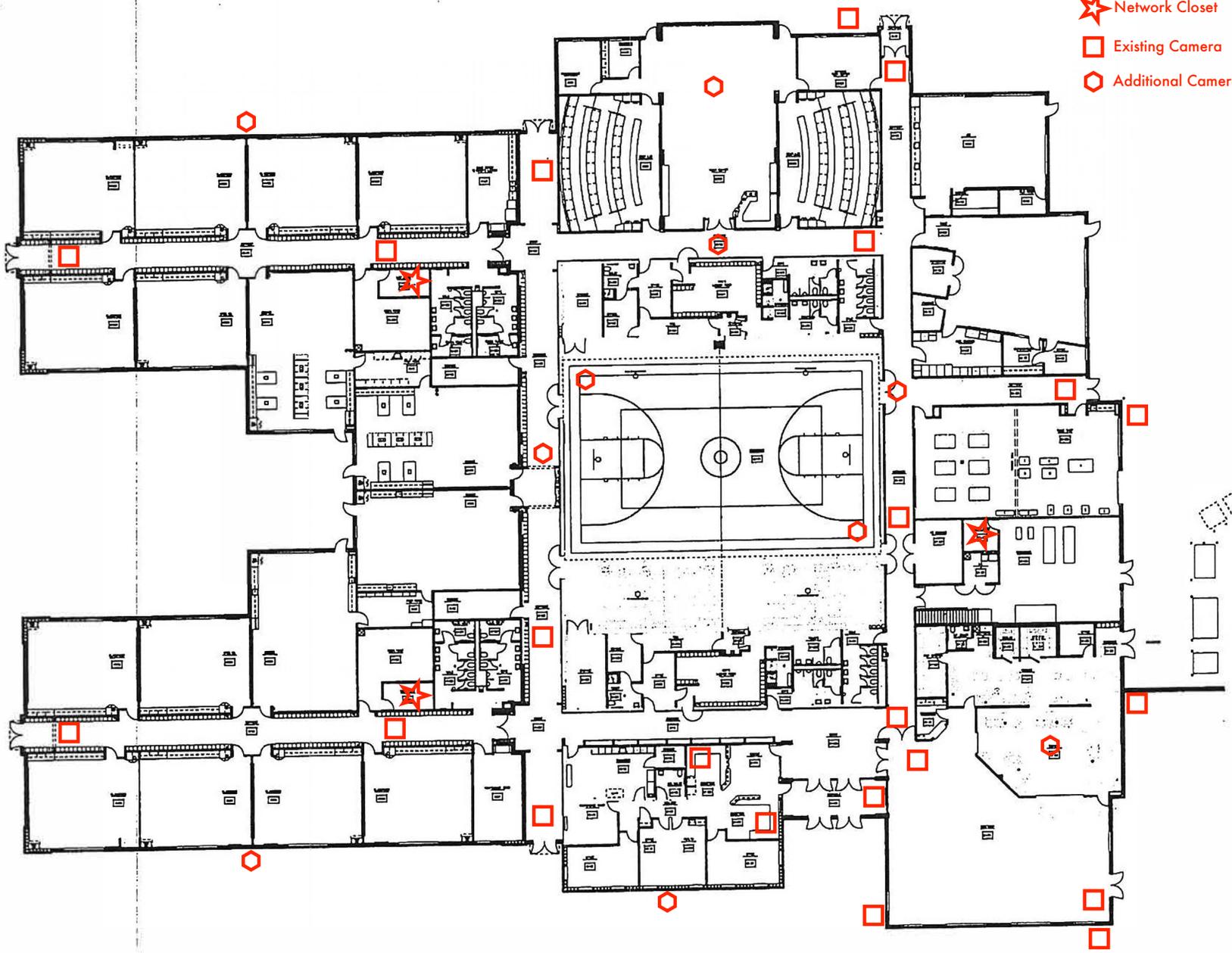
 Network Closet

 Doors in need of electronic strike, reader, and controls

RAVENNA MIDDLE SCHOOL

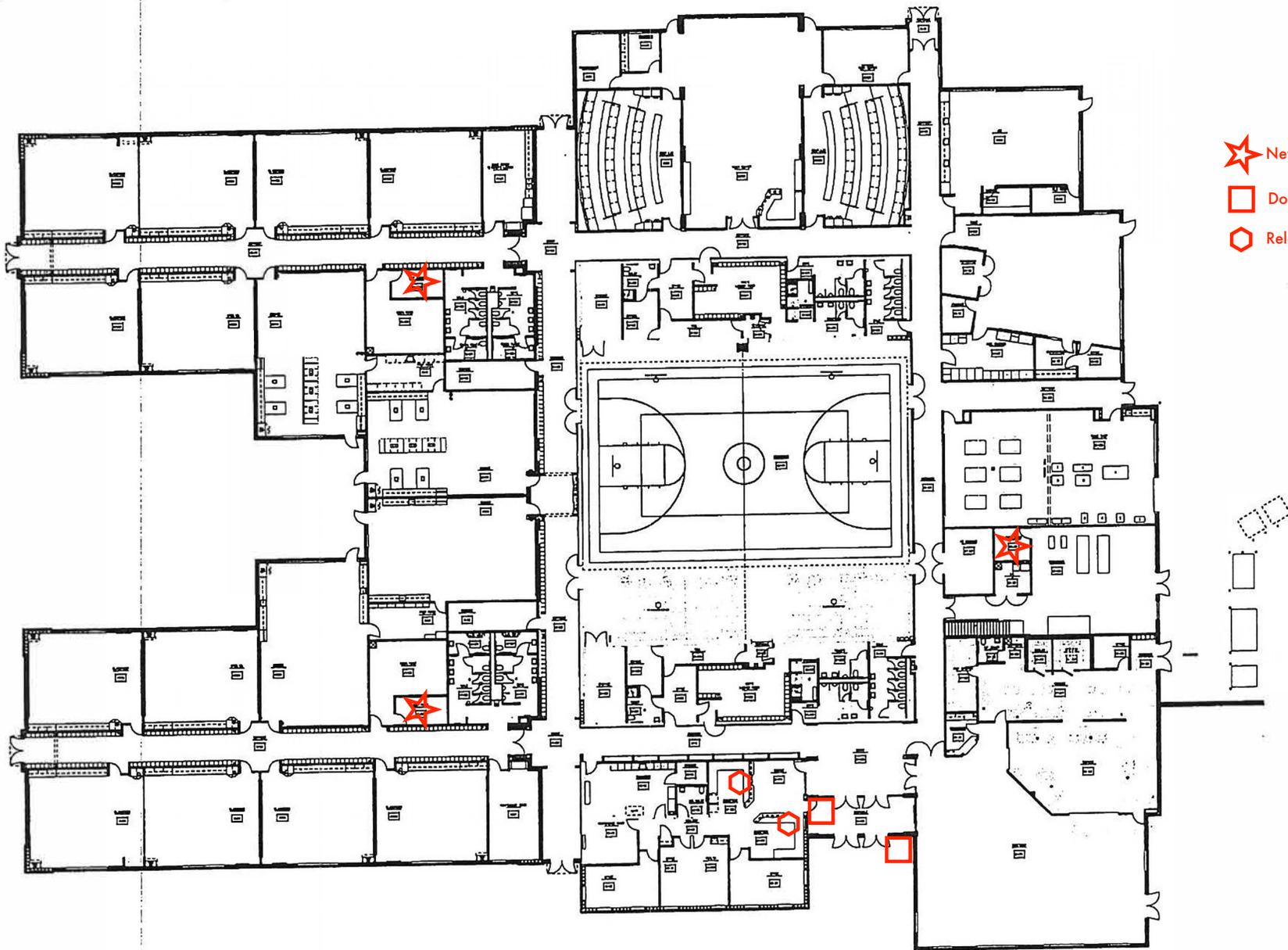
2700 S. Ravenna Road

- ★ Network Closet
- Existing Camera
- ◊ Additional Camera



RAVENNA MIDDLE SCHOOL

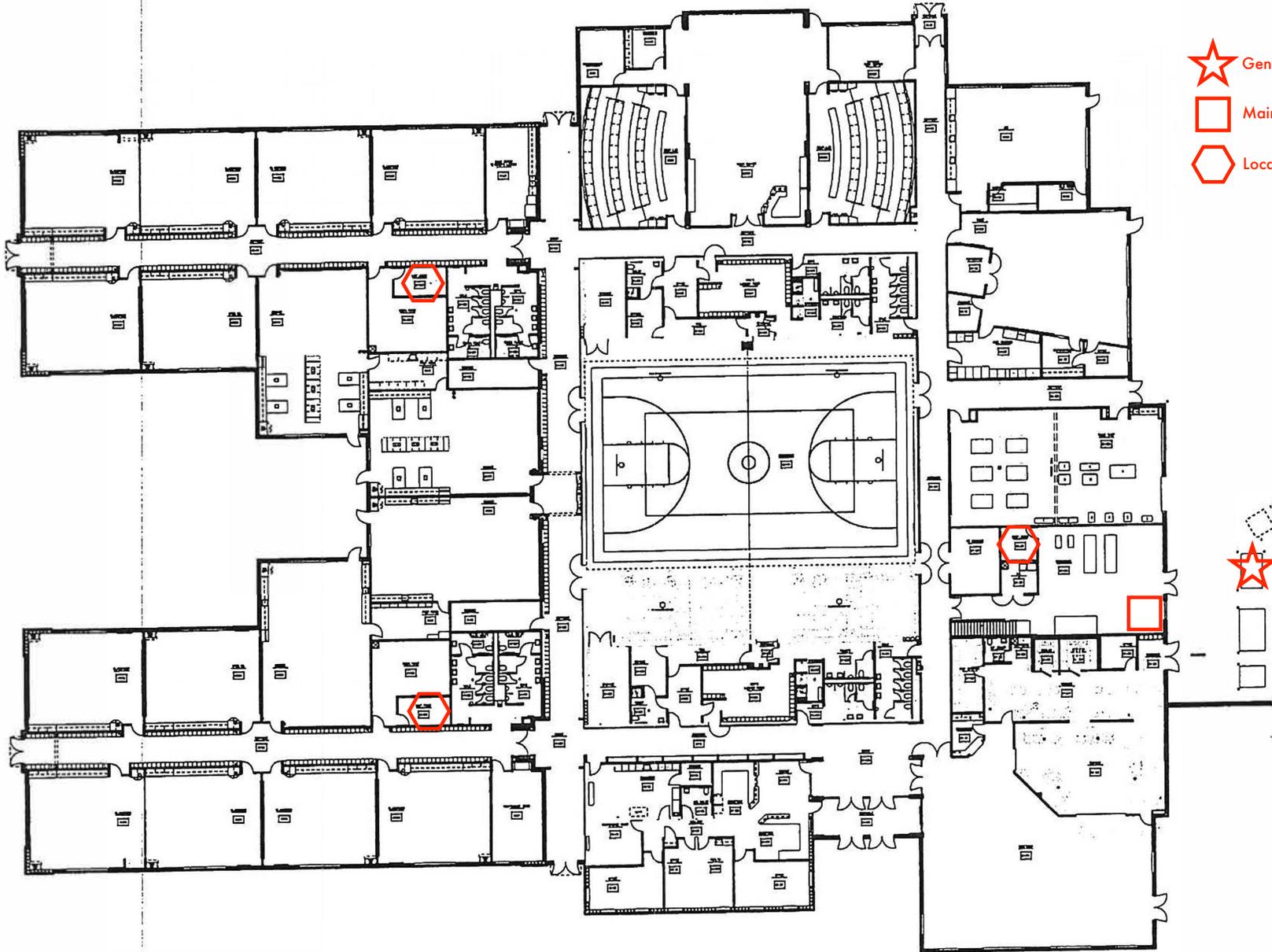
2700 S. Ravenna Road



- ★ Network Closet
- Door Camera
- ⬡ Release Station

RAVENNA MIDDLE SCHOOL

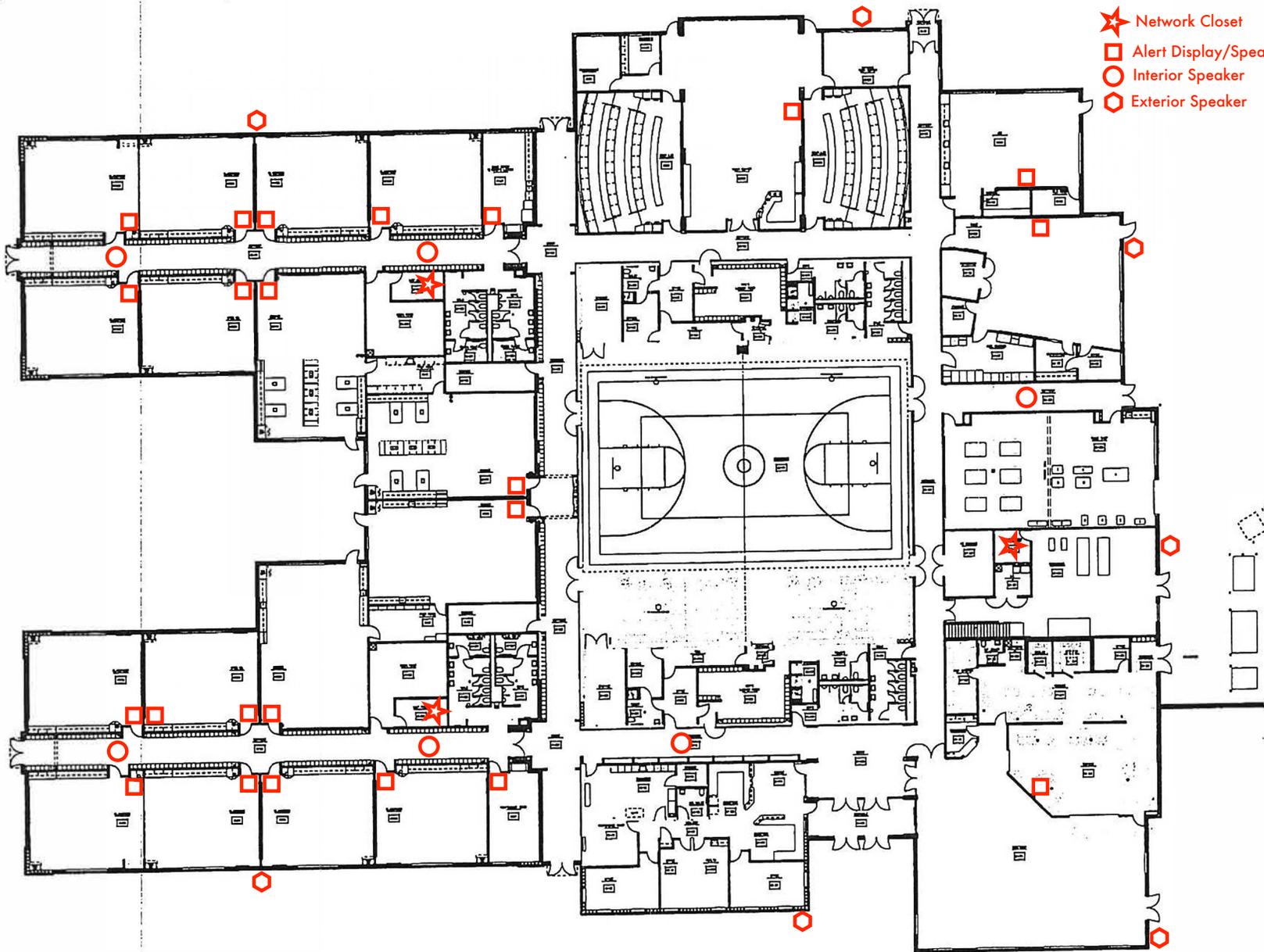
2700 S. Ravenna Road



- ★ Generator
- Main Electrical Panel
- ⬡ Locations to Connect

RAVENNA MIDDLE SCHOOL

2700 S. Ravenna Road

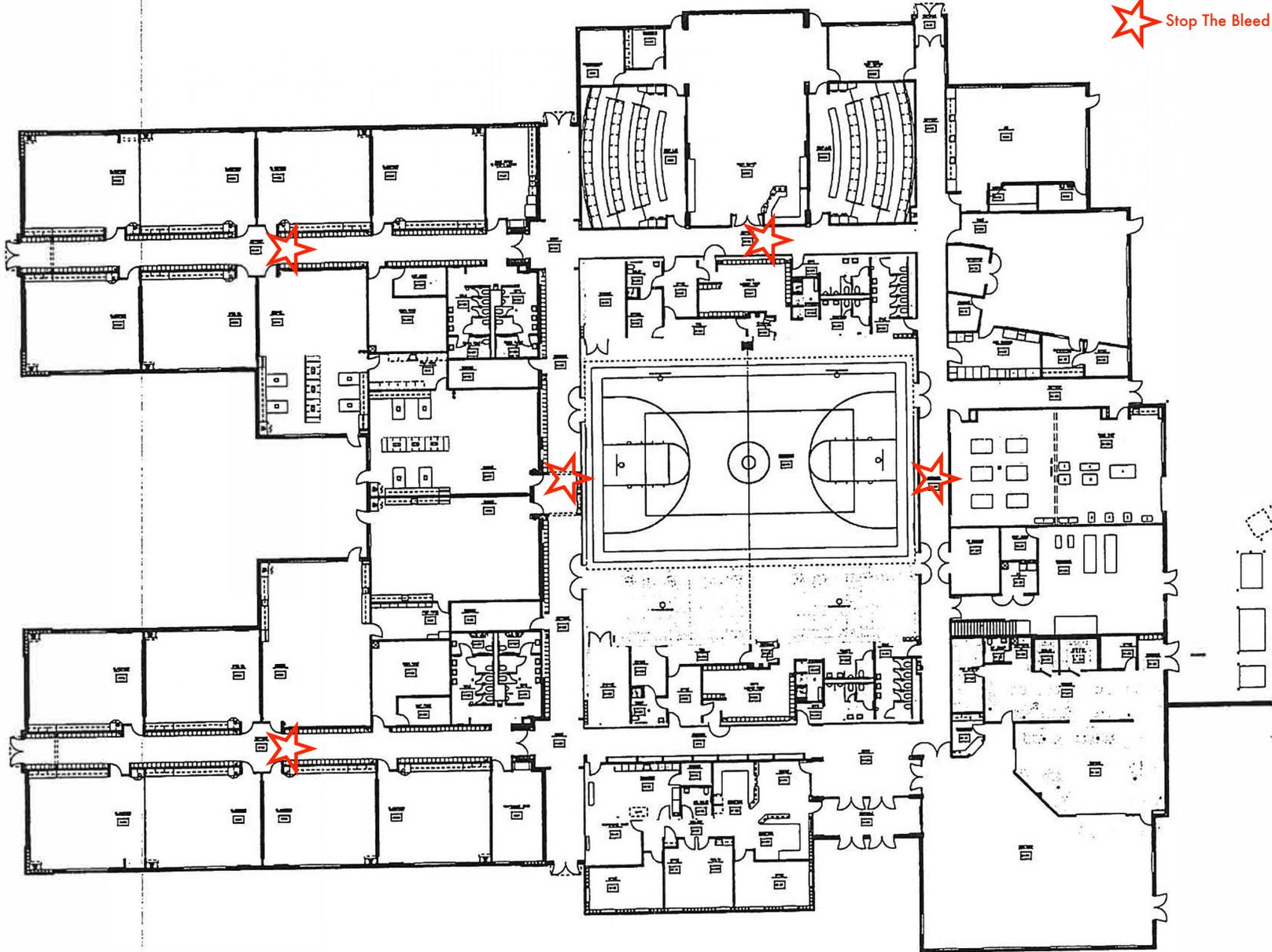


- ★ Network Closet
- Alert Display/Speaker/Strobe Unit
- Interior Speaker
- ◇ Exterior Speaker

RAVENNA MIDDLE SCHOOL

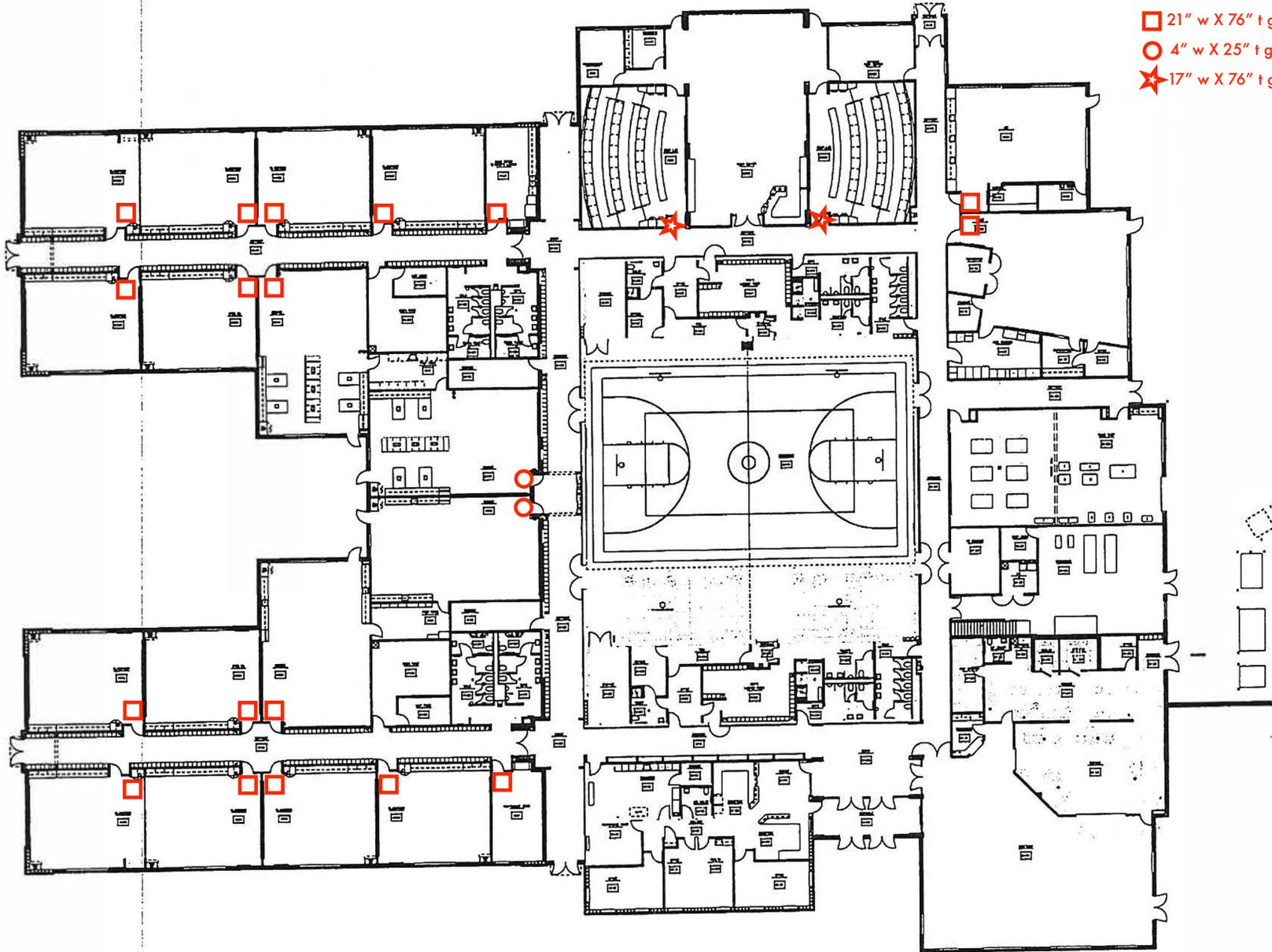
2700 S. Ravenna Road

 Stop The Bleed Kit Install Location



RAVENNA MIDDLE SCHOOL

2700 S. Ravenna Road

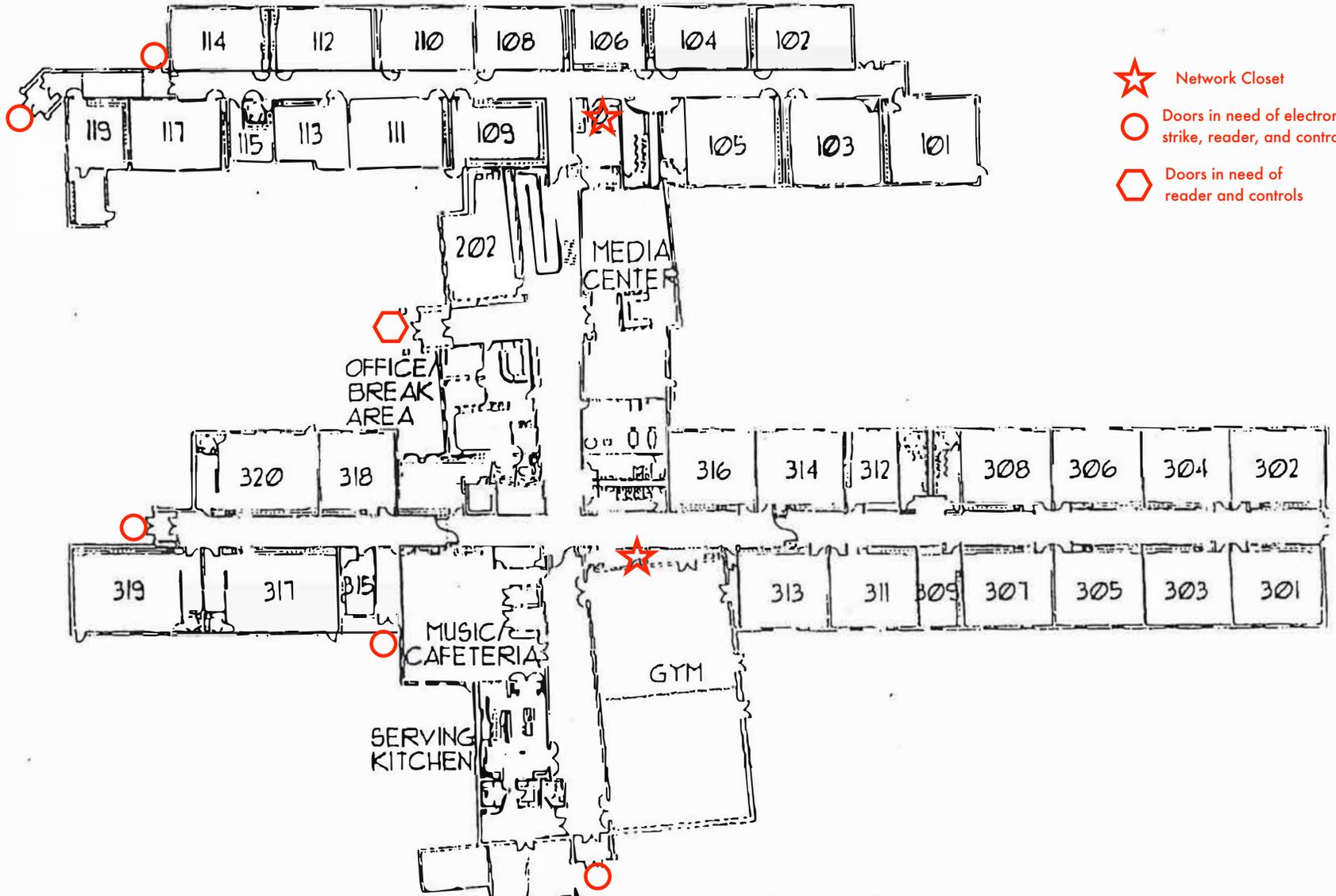


- 21" w X 76" t glass
- 4" w X 25" t glass
- ★ 17" w X 76" t glass

BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E



- ★ Network Closet
- Doors in need of electronic strike, reader, and controls
- ⬡ Doors in need of reader and controls

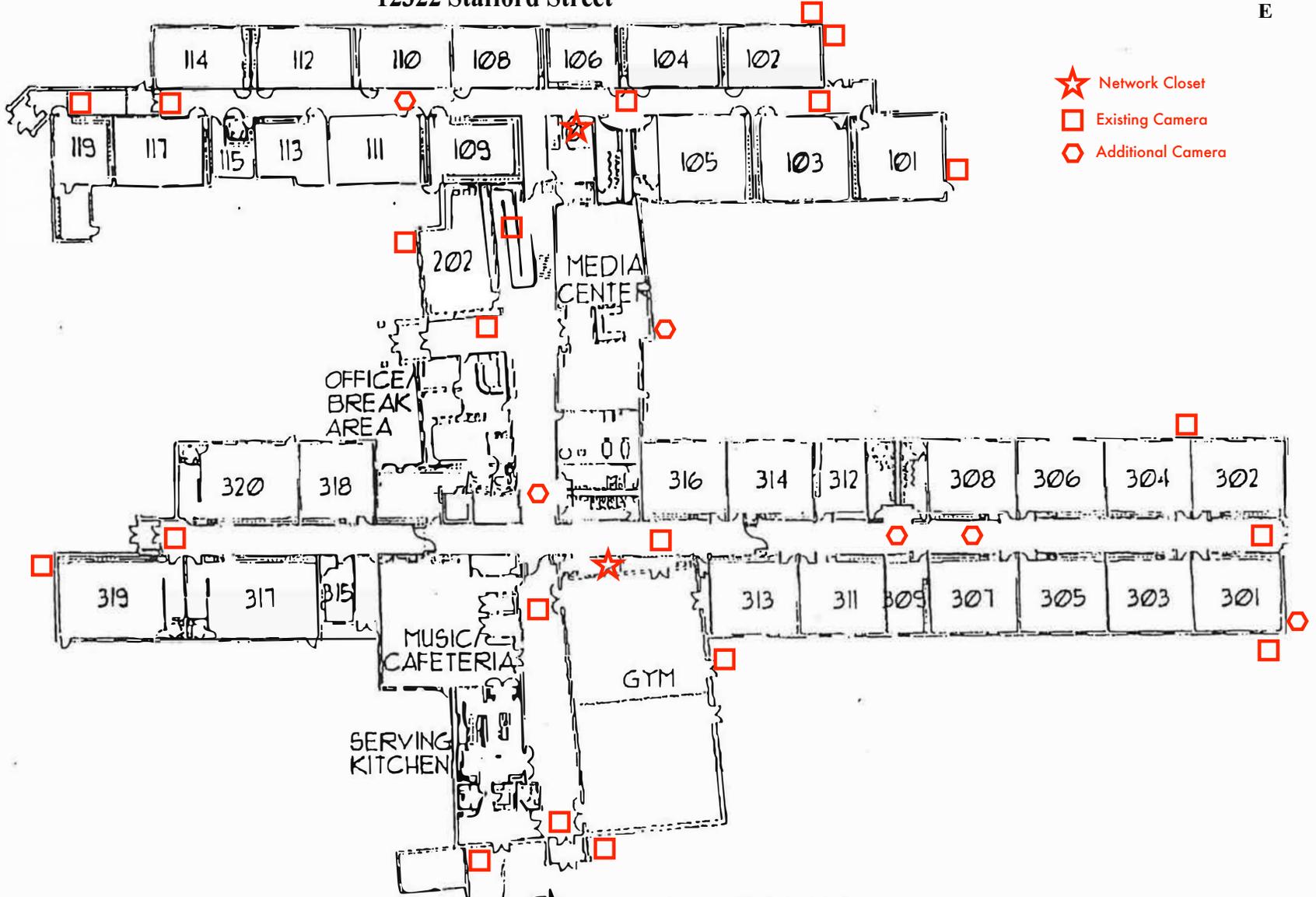


FIRE EXIT PLAN

BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E



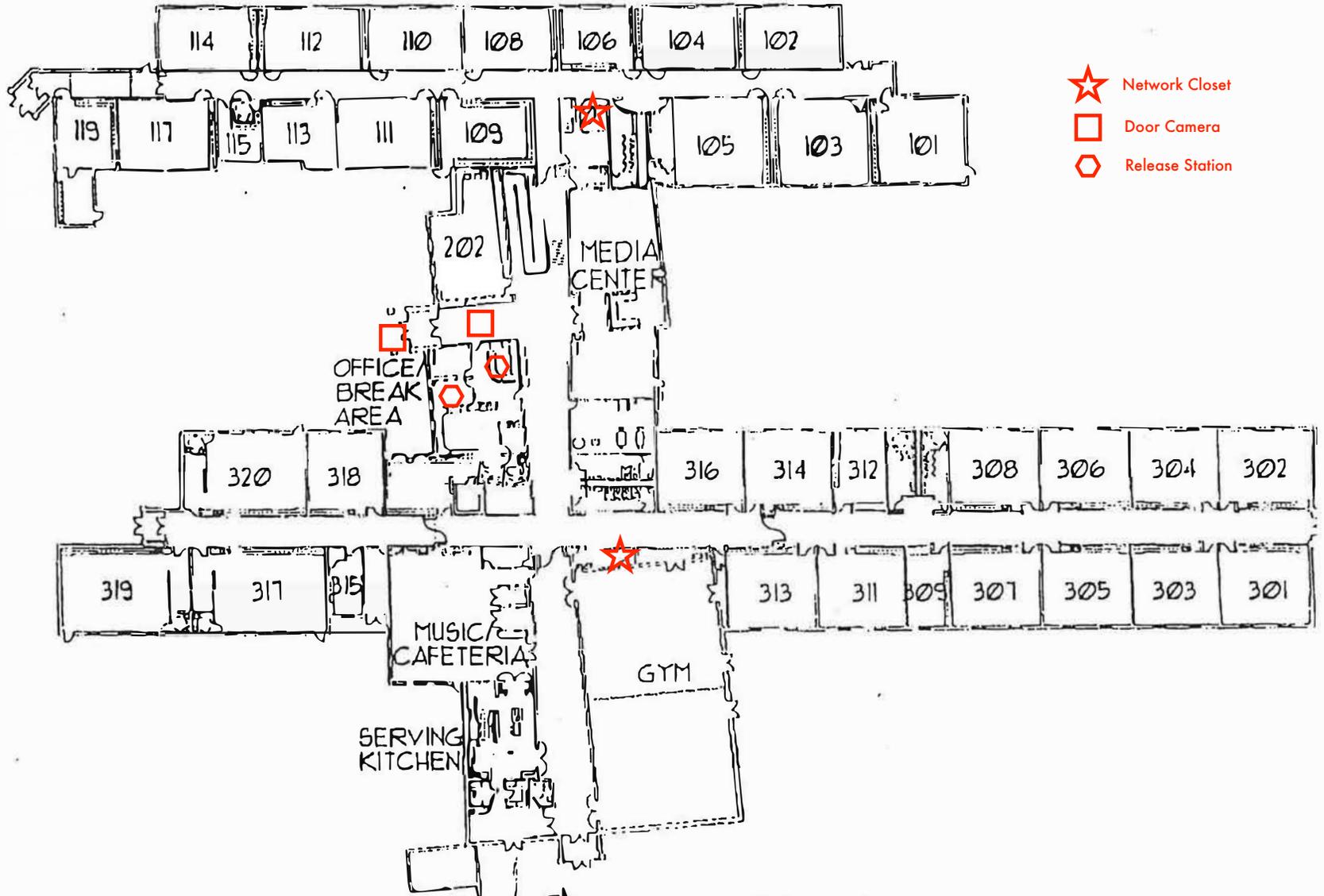
- ★ Network Closet
- Existing Camera
- ⬡ Additional Camera



BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E



- ★ Network Closet
- Door Camera
- ⬡ Release Station



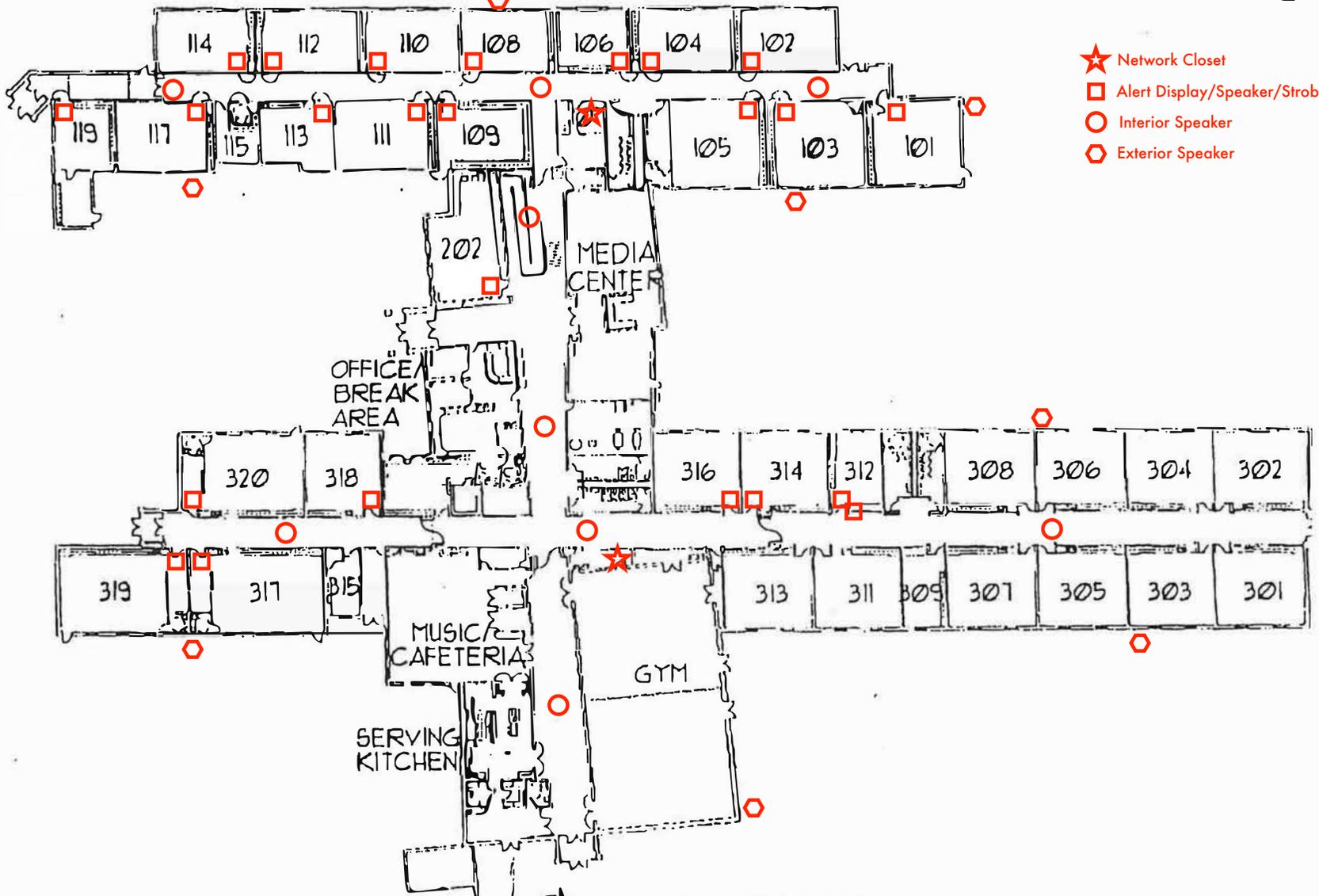
FIRE EXIT PLAN

Entry Only

BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E

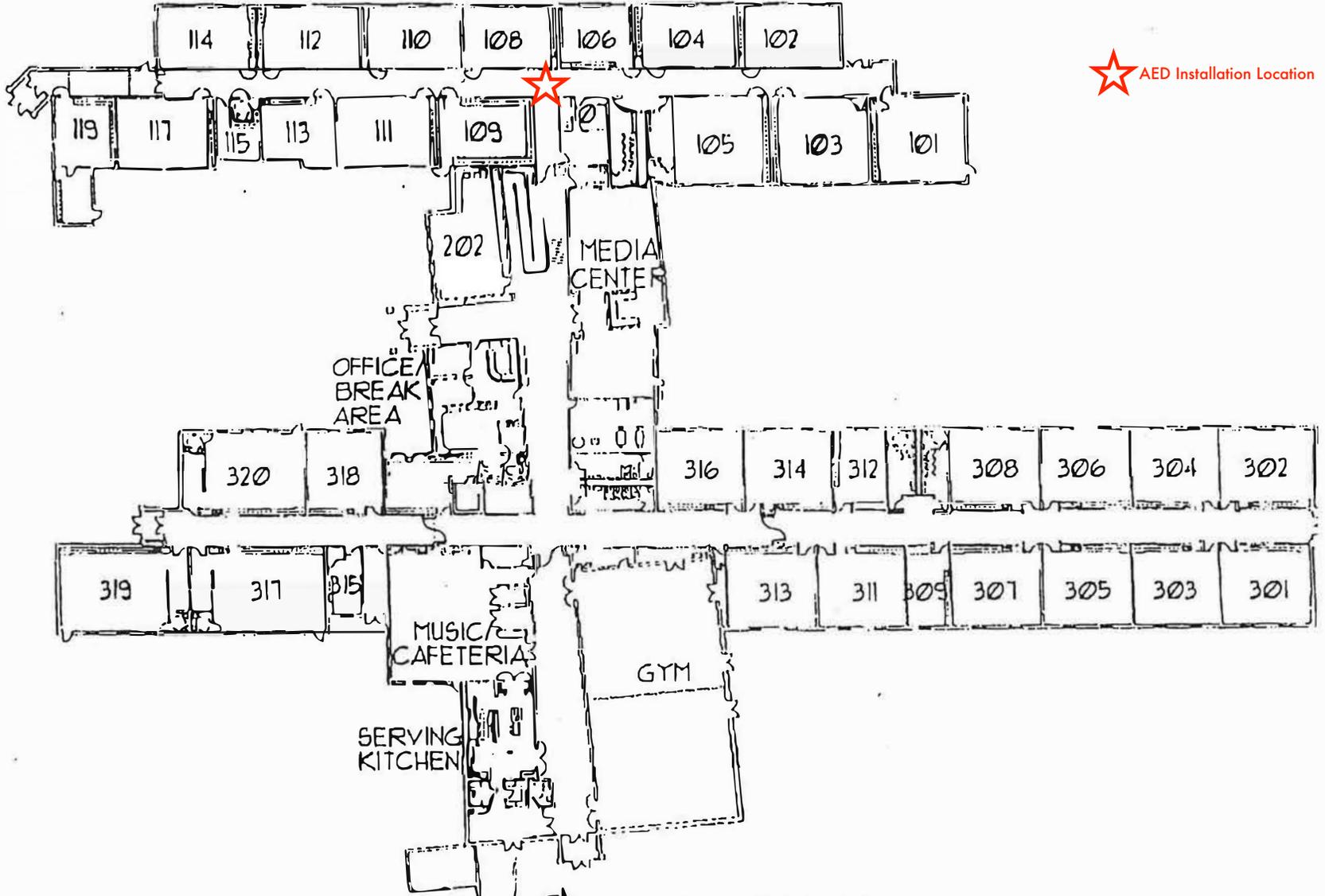


 FIRE EXIT PLAN

BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E



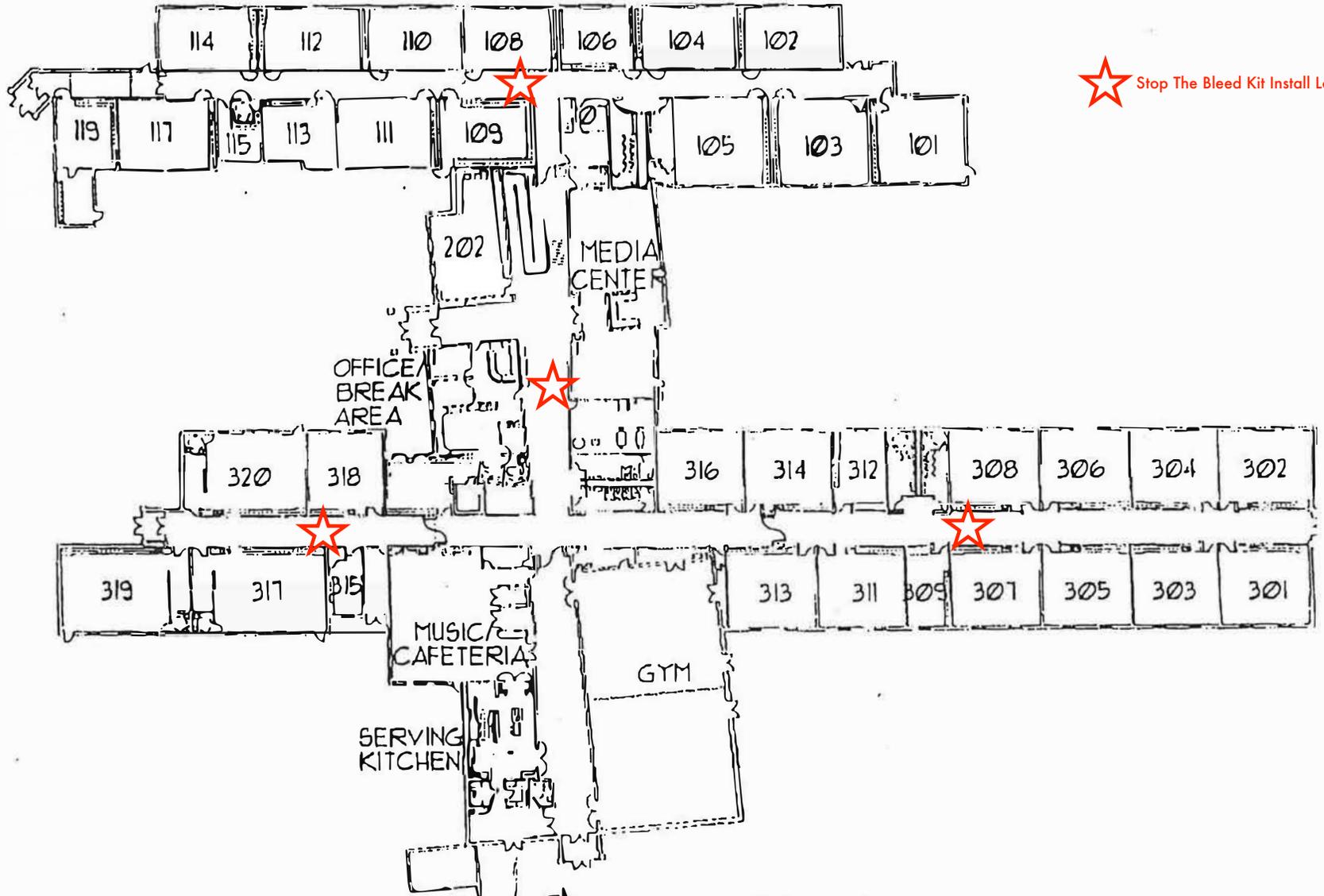
 AED Installation Location

 FIRE EXIT PLAN

BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E



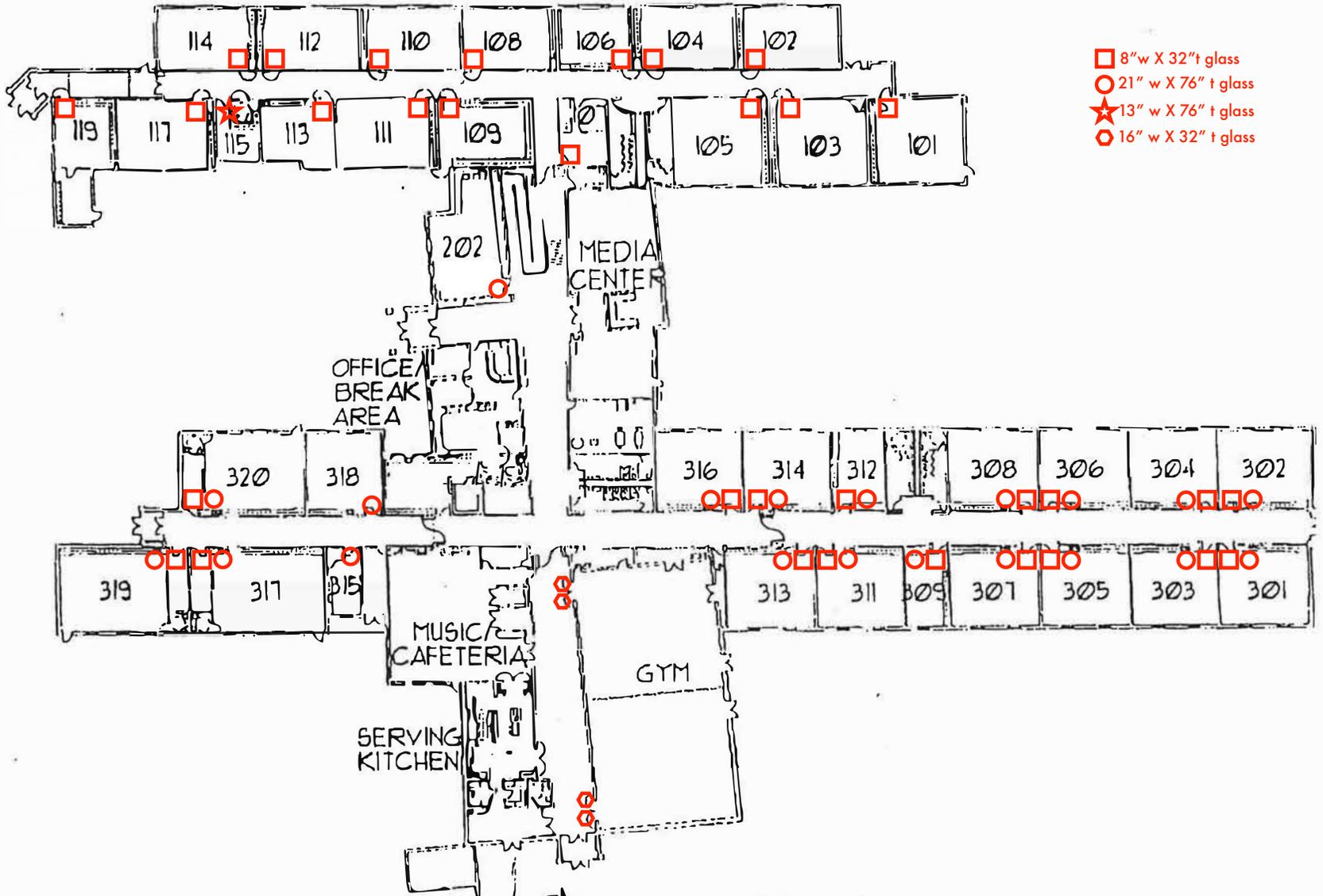
★ Stop The Bleed Kit Install Location

 FIRE EXIT PLAN

BEECHNAU ELEMENTARY

12322 Stafford Street

W
S+N
E



- 8" w X 32" t glass
- 21" w X 76" t glass
- ★ 13" w X 76" t glass
- ◇ 16" w X 32" t glass

