

May 30, 2019

Aberdeen School District #5

Request for Proposals

Intercom and Building Mass Communication System

The Aberdeen School District is requesting preliminary bids for intercom and building wide, mass notification systems for three locations. The goal of this bidding process is to determine what solution best fits the needs of the district while also providing a cost effective solution.

Submittal Requirements

Proposals must be submitted on or before **2:00 p.m., June 20, 2019**. The preliminary bid should include 2 hard copies as well as Suspension & Debarment Certification, which can be downloaded at www.asd5.org. Proposals should be shipped or hand-delivered to:

RFP Intercom and Building Mass Communication System
ATTN: Matt Mahon
Aberdeen School District
216 North G Street
Aberdeen, WA 98520-5228

Faxed or emailed proposals will not be accepted. Proposals failing to comply with the requirements of this Request for Proposals may be considered non-responsive. Submittals received late will be returned unopened and considered rejected. All qualifications shall remain the property of Aberdeen School District and shall not be returned.

Bids will be opened publicly and read aloud at **2:15 p.m., June 20, 2019**, at the Administration Office of the Aberdeen School District, located at 216 North G Street.

Please send all questions regarding this RFP via email to: Matt Mahon - mmahon@asd5.org
(Please reference: *Intercom and Building Mass Communication System*)

Systems Requirements:

The District request preliminary bids for (2) locations, to include intercom and building mass notification systems. Each system should consist of the same equipment for consistency, allow for flexibility in installation and future expansion. The system must provide announcement audio

May 30, 2019

to classrooms, hallways, common areas and external areas. The systems must provide 2-way intercom capabilities in designated areas. The system must provide visual indicators of messages, or warnings, including emergency actions such as lockdowns. The system must provide bell and tone scheduling, and clock synchronization. The system must provide portable wireless, wearable and wall mounted means to trigger automated messages or emergency actions, such as a lockdown. The system must provide automated notification messages of emergency actions through email and phone, including those to emergency services such as 911.

Additional Requirement Details by Category

- **Classroom Communications**
 - Visual alert indicators in the form of solid, flashing or intermittent light
 - Visual message board/panel for building wide text message or individual room message
 - Audio announcement speaker for “all call” or individual room message
 - Clock display with synchronized time
 - 2-way intercom from classroom to office, which can be initiated from either the classroom or office location.
- **Hallway and Common area Communications**
 - Visual alert indicators in the form of solid, flashing or intermittent light
 - Visual message board/panel for building wide text messages or group/area messages
 - Audio announcement speaker for all call or group/area
 - Clock Display with synchronized time
- **Exterior Area Communications**
 - External/Weatherproof, Visual alert indicators in the form of solid, flashing or intermittent light
 - External/Weatherproof, Audio horn announcement speaker
- **Emergency Alerts and Actions**
 - Wireless, wearable remote panic button, with minimum 1 button for preprogrammed alert actions. Each button must be able to trigger a different set of actions, i.e. lockdown, etc.
 - Remote call in over phone line to activate pre programmed alert actions, such as lockdown, etc.
 - Wall mounted panic button, with minimum 1 button for preprogrammed alert actions. Each button must be able to trigger a different set of actions, i.e. lockdown, etc.
 - Ability to program multiple alert actions, triggering visual indicators, text message boards, pre recorded audio announcements, send email notifications and phone notifications.
- **Other System Features**

May 30, 2019

- Programmable bell / tone schedule for playback on schedule, or on-demand, to entire system, area, or individual rooms

Other Considerations

The District may be replacing one of the specified locations within the next 3-5 years. The system should be movable to a new building with minimal loss in investment. Ease of installation and removal will also be considered in the bid.

The District may look to implement the same system to all district locations in future years. If system design includes top level integration, it should accommodate for potential future system expansion.

Building A (Elementary) Area and Device Counts

Area Type/Feature	Count	Description
Classrooms	34	PA Speaker, Visual Notification Light, Clock & 2 way Intercom
Hallway, Common Areas	8	PA Speaker, Visual Notification Light & Clock
Exterior	8	External PA Speaker, Visual Notification Light
Wall Mount Panic Button	3	Located throughout the building
Wearable, wireless Panic Button	3	Worn by designated administration and staff

Building B (Junior High) Area and Device Counts

Area Type/Feature	Count	Description
Classrooms	43	PA Speaker, Visual Notification Light, Clock & 2 way Intercom
Hallway, Common Areas	15	PA Speaker, Visual Notification Light & Clock
Exterior	8	External PA Speaker, Visual Notification Light

May 30, 2019

Wall Mount Panic Button	3	Located throughout the building
Wearable, wireless Panic Button	3	Worn by designated administration and staff

- Additional information on next page -

Additional Bid Requirements

- Building layout diagram available upon request.
- Final system design and device counts subject to change based upon need after final consultation with possible solution providers.
- If applicable, bid must include list all one time or recurring fees, licensing fees that are not included in the cost of equipment and installation.

Evaluation of Bids

Bid Evaluation Scoring Matrix

Overall Cost (scored compared to other bids)	40 points
Equipment Cost, Recurring Cost, Licensing etc. (score of "like" equipment to other bids, additional costs)	5 points
Installation Cost (score of cost of installation vs cost of equipment, installation provider, etc)	10 points
System Requirements Met (score of how well the solution meets the requirements stated in the bid)	20 points
Additional System Feature Set (score of additional features that may add value to the system)	5 points
Emergency Alert Notifications (score of ability to meet requirements specific to emergency alert functions stated in the bid)	20 points
(total score)	100 points