

BAKER COUNTY PUBLIC SCHOOLS
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“Where Children Are First!”

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Baker County School District (BCSD)

Request for Proposal

Baker County School District – ELECTRICAL- Video Surveillance No. 2018-19

The Baker County School District (BCSD) invites vendors to submit sealed proposals for the installation electrical wiring to provide 120V 20A circuits for our Video surveillance project. This RFP provides the requirements and evaluative criteria for the installation of electrical wiring, outlets, breakers and conduit (for the internal portion of the run) and requests a detailed response from all prospective vendors, including pricing and service descriptions, in a specified format.

PROPOSED SCHEDULE

- **May, 16, 2019** - RFP posted to Vendors.
- **May, 27, 2019 10AM**- Deadline for delivery of proposals (1 original and 3 copies) to the Baker County School Board Office, 392 South Blvd. East, Macclenny, FL 32063.
- **May, 29, 14, 2019** - Evaluation Completion Date
- **June, 5, 2019** - Deadline to add approval item to School Board meeting Agenda on June 17th 2019
- **June, 17, 2019** - Bid to be scheduled for School Board approval on, June 17th, 2019, 6:00 P.M.
- **August, 15, 2019** - Project Completion; site work to be done on non-school days, Fridays and after hours beginning “Date of Issue of PO”.

All questions concerning specific terms and conditions should be directed by email to Wayne Howell, District Network Specialist, rpf@bakerk12.org. Verbal contact with School Board employees is not permitted.

SPECIFIC TERMS AND CONDITIONS

OVERVIEW OF SERVICES

The scope of work will include connecting conduit that has been previously installed at designated buildings and poles. The conduit will be stubbed up and the contractor will complete running conduit to the building electrical panel and existing 18x16x 8 box that is mounted on poles. Electrical receptacles are preinstalled in the existing boxes on poles. Electrical wiring and breakers will be provided and installed by the electrical contractor. Due to the length of some of the runs, wiring will need to be properly sized to guarantee no voltage drop at the pole receptacles. Approximate footages will be included on the maps that are provided, this does not include footages up the pole or inside building. All wiring and conduit that contractor installs must conform to state and local electrical codes. In the contractors quote please separate materials and labor for each school and provide a per foot cost to cover any miscalculations.

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SCOPE

- The Baker County School District (“BCSD”) is seeking bids from qualified vendors (“Offeror”) to provide and install electrical outlets and wiring in 6 locations:
- *Note. On the Diagram the Middle School and Pre-K Kindergarten center are combined.*
 1. Baker County Middle School, 211 Jonathan St, Macclenny, FL 32063
 2. Baker County Pre-K/Kindergarten Center, 362 South Blvd E, Macclenny, FL 32063
 3. J Franklyn Keller Intermediate School, 420 S 8th St, Macclenny, FL 32063
 4. CATS Academy, 523 Wes Minnesota Ave, Macclenny, FL 32063
 5. Macclenny Elementary, 1 Wildkitten Drive, Macclenny, FL 32063
 6. West Side Elementary School, 1 Panther Cir, Glen St Mary, FL 32040
- Install new 120V 20A properly sized wiring, breaker and conduit from the facilities electrical closet to a location on the exterior of each building where underground conduit has been previously installed and stubbed up at each building.
- Pull in properly sized wire (to ensure no voltage drop) through newly installed underground conduit to the location of the remote cameras and terminate wiring in a preinstalled outlet in an 18X16X8 inch box the is mounted on a newly installed pole for each camera location.
- Pricing will need to be broken down by site to ensure proper site funding is being applied.

ASSUMPTIONS

- New Circuits will be clearly labeled in the electrical panel.
- Conduit from the building to the poles is existing, newly installed conduit with pull string installed.
- All wiring will be properly sized to ensure no voltage drop.
- Duplex receptacles will be provided in preinstalled boxes on poles.
- Approximate footages will be included on the maps that are provided, this does not include footages up the pole or inside building.
- All wiring and conduit that contractor installs must conform to state and local electrical codes.
- Vendor shall provide and pay for materials, labor, tools, equipment, transportation, construction of every nature and all other service and facility of every nature whatsoever, necessary to execute, complete and deliver the work in the specified time. If licensees are necessary for the execution of the work, they shall be secured and paid for by the vendor.
- The vendor shall protect all buildings; both interior and exterior, trees, shrubs, lawn, and all landscape work from damage. Any damaged property shall be repaired and replaced at the vendor’s expense.
- Exterior runs are expected to be installed in preinstalled underground conduit.

QUESTIONS

- All questions pertaining to this RFP must be submitted in writing by email to **RFP@bakerk12.org**.
- Should a walkthrough be required, contact Wayne Howell at **RFP@bakerk12.org** to arrange a time to meet.

RFP SUBMISSION

- RFPs should be submitted in a sealed envelope addressed to the following by mail, delivery service, or hand delivery, no later than **May 24th, 2019, 10:00 AM**.
- Emailed and faxed proposals will not be considered a legal proposal; Proposals must be legibly printed or typewritten on company letterhead.
- The School District of Baker County reserves the right to accept or reject any or all bids, in whole or in part, and to waive any irregularities.

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The outside of the envelope must clearly state proposal description:

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_____ Company	_____ Address	
_____ Authorized Signature	_____ City/State/Zip	
_____ Name (typed or printed)	_____ Telephone Number	_____ Fax Number
	_____ E-Mail Address	

Each proposal must be signed by an authorized company representative and returned to the above address to be considered a valid proposal.

SEND RFPs to:

Baker County School District
Attn: Wayne Howell, District Network Specialist
392 South Blvd East
Macclenny, FL 32063

SITE DETAILS / HARDWARE REQUIRMENTS

Each School location listed in this RFP will have 120V 20A circuits installed. Approximate distances and number of poles that the circuits will terminate at are listed on the matrix for each location.

High level overview maps can be found by clicking this link [MAPS-BCSD-Video Surveillance-MAP](#) or typing this URL directly to your web browser. bit.ly/2LFT8Jo

Summary breakdown by school follows:

Locations *(The BCMS and PRE-K are on one map together)*

1. Baker County Pre-K/Kindergarten Center, 362 South Blvd E, Macclenny, FL 32063
2. Baker County Middle School, 211 Jonathan St, Macclenny, FL 32063
 - Footage 1410 Ft. *(Does not include the pole or building interior footage.)*
 - 4 -Poles/Cameras
 - PRE-K Building 5 electrical room connects to 3 camera poles, # 12, 13, and 14
 - BCMS Building 9 electrical room connects to 1 camera pole #5

Use Ctrl+Click her to see the [BCMS-PRE-K Map](#)

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3. J Franklyn Keller Intermediate School, 420 S 8th St, Macclenny, FL 32063

- Footage 820 ft. *(Does not include the pole or building interior footage.)*
- 5 –Poles/Cameras
 - KIS Building 200 electrical room to camera poles, #1 and #2
 - KIS Building 200 electrical room to camera pole #5
 - FSC electrical room to camera #7 and #8

Use Ctrl+Click her to see the [KIS MAP](#)

4. CATS Academy, 523 Wes Minnesota Ave, Macclenny, FL 32063

- Footage 720 FT. *(Does not include the pole or building interior footage.)*
- 3 –Poles/Cameras
 - CATS electrical room to camera poles # 1, # 2, and # 3

Use Ctrl+Click her to see the [CATS MAP](#)

5. Macclenny Elementary, 1 Wildkitten Drive, Macclenny, FL 32063

- Footage 2740 FT. *(Does not include the pole or building interior footage.)*
- 7 –Poles/Cameras
 - MES RED Hall electrical room to camera pole # 6, #7, # 8, and # 9
 - MES Blue/Green Hall electrical room to camera pole # 5, # 4 and # 3

Use Ctrl+Click her to see the [MES MAP](#)

6. West Side Elementary School, 1 Panther Cir, Glen St Mary, FL 32040

- Footage 1650 FT. *(Does not include the pole or building interior footage.)*
- 4 –Poles/Cameras
 - Building electrical room to camera pole # 4 and # 5
 - Room 3004 electrical room to camera pole # 8 and # 7

Use Ctrl+Click her to see the [WES MAP](#)

GENERAL REQUIREMENTS

Each Offeror submitting a bid, which constitutes an offer on the part of the Offeror, attests that it understands, agrees to, and will abide by all terms, conditions, specifications, and instructions contained in the Request for Proposal (“RFP”), inclusive of the contents of any addenda hereto. Offeror agrees to be bound by a contract, the form of which is contained in this RFP, to provide the materials and/or services described in this RFP. Further, Offeror attests that it has not divulged, discussed, or compared its proposal with any other Offeror and has not colluded with any other Offeror in the preparation of this offer in order to gain an unfair advantage in the award of the pending contract. Finally, Offeror acknowledges that all information contained herein is subject to the Public Records Act, Chapter 119, F.S.

No additional terms and conditions included with any bid shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to

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this bid, whether submitted purposefully through intent or design or inadvertently appearing separately in transmittal letters, specifications, literature, price lists, warranties, or shipping documents. It is understood and agreed that only the terms, conditions, and specifications appearing in this bid are applicable and in full force and effect. BCSD reserves the right to accept or reject any or all responses and/or negotiations with one or more qualified vendors at the same time, if such action is in the best interest of the BCSD. The Offeror’s authorized signature appearing elsewhere in the RFP attests to this.

An Offeror or affiliate who has been placed on the State of Florida discriminatory bidder list may not submit a proposal on a contract to provide goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

A person or affiliate who has been placed on the convicted Bidder list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted Bidder list.

Weighted Factors

The Contract will be awarded based on best-value to the Baker County School District, as well as evaluation criteria set forth in this document. Weighted factors contributing to the award are included in the following breakdown:

Factor	Weight*	Raw Score**	Weighted Score***
Pricing	40%		
Local(in-state or in-county)Vendor	20%		
Bid Accuracy (Understanding District needs)	25%		
Personnel Qualifications	15%		
Total	100%		

NOTES:

- *Percentage weights must add up to 100%.
- *Price will be weighted the heaviest, according to E-Rate rules
- *Each vendor will be evaluated on a raw score from 1 to 5 on each line item of the selection criteria 1- lowest, 5=highest
- *Weighted score equals weight x raw score

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Site Summary Equipment and Cost

It is expected that a summary of work will be provided for each location to ensure a thorough understanding of the scope from the vendor's perspective. With a specific breakdown of cost using a similar matrix as the one provided to supply the footages.

Baker County Pre-K/Kindergarten Center, 362 South Blvd E, Macclenny, FL 32063

Baker County Middle School, 211 Jonathan St, Macclenny, FL 32063