

	The School District of Newberry County Request for Proposals	Solicitation #	2022-004
		Date Issued	February 10, 2022
		Procurement Official	Keshia L. Williams
		Phone	(803) 321-2600
		E-Mail Address	kwilliams@newberry.k12.sc.us

DESCRIPTION	Security Camera Maintenance and Repair – District Wide
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The Term “Offer” Means Your “Bid” or “Proposal” or “Quotation”

SUBMIT OFFER BY	March 11, 2022 @ 2:00 PM
QUESTIONS MUST BE RECEIVED BY	February 25, 2022 @ 10:00 AM
NUMBER OF COPIES TO BE SUBMITTED	One (1) Original and Four (4) copies marked “COPY”

Offers must be submitted in a sealed package. Solicitation number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO:

**Newberry County School District
Purchasing Office
3419 Main Street
Newberry, SC 29108**

CONFERENCE TYPE: DATE & TIME: (EST) As appropriate, see “Conferences – Pre-Bid/Proposal” & “Site Visit” provisions	LOCATION: Not Applicable
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AWARD & AMENDMENTS	The intent to award, this solicitation and any amendments will be posted at the following web address: http://www.newberry.k12.sc.us on March 28, 2022 (estimated) no later than 4:00 pm.
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You **must** submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of **sixty (60) calendar days** after the Opening Date.

NAME OF OFFEROR: (Full legal name of business submitting the offer)		OFFERORS TYPE OF ENTITY: (Check one) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Tax exempt corporate entity <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____ <small>(See “Signing your Offer” provision)</small>
AUTHORIZED SIGNATURE: (Person signing must be authorized to submit binding offer to enter contract on behalf of offeror named above)		
TITLE		
PRINTED NAME:	DATE SIGNED	
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. The entity named as the Offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, <i>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.		
STATE OF INCORPORATION		
TAXPAYER IDENTIFICATION NO.		

PAGE TWO
(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for Offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 2px;">Phone</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Fax</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">E-Mail</td> <td style="padding: 2px;"></td> </tr> </table>	Phone		Fax		E-Mail	
Phone							
Fax							
E-Mail							

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders" and "Contract Documents" clauses)		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 2px;">ORDER FAX #</td> <td style="padding: 2px;"></td> </tr> </table>	ORDER FAX #	
ORDER FAX #			
<input type="checkbox"/> Payment Address Same as Home Office Address <input type="checkbox"/> Payment Address Same as Notice Address (check only one)	<input type="checkbox"/> Order Address Same as Home Office Address <input type="checkbox"/> Order Address Same as Notice Address (check only one)		

ACKNOWLEDGEMENT OF AMENDMENTS	Amendment #	Amendment Date	Amendment #	Amendment Date	Amendment #	Amendment Date
Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue. See "Amendments to Solicitation" Provision						
	Amendment #	Amendment Date	Amendment #	Amendment Date	Amendment #	Amendment Date

DISCOUNT FOR PROMPT PAYMENT	10 Calendar Days	20 Calendar Days	30 Calendar Days	_____ Calendar Days
	%	%	%	%

MINORITY PARTICIPATION	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Are You a South Carolina Certified Minority Vendor? (Yes or No):</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">If Yes, South Carolina Certification #</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Are You a Non-SC Certified Minority Vendor? (Yes or No):</td> <td style="padding: 2px;"></td> </tr> </table>	Are You a South Carolina Certified Minority Vendor? (Yes or No):		If Yes, South Carolina Certification #		Are You a Non-SC Certified Minority Vendor? (Yes or No):	
Are You a South Carolina Certified Minority Vendor? (Yes or No):							
If Yes, South Carolina Certification #							
Are You a Non-SC Certified Minority Vendor? (Yes or No):							

**AMENDMENT NO. 1
 GROUNDS MAINTENANCE SERVICES – DISTRICT WIDE
 SOLICITATION # 2022-003**

The solicitation is amended as provided herein. Information or changes resulting from questions will be shown in a question-and-answer format. All questions received have been reprinted below. The Districts response should be read without reference to the questions. The questions are included solely to provide a cross-reference to the potential offeror that submitted the question. Any restatement of part or all of an existing provision of the solicitation in an answer does not modify the original provision except as follows: Underlined text is added to the original provision. Stricken text is deleted.

No Changes to the Request for Proposal

Solicitation Questions and District Responses are detailed below:

1. **Question:** How many servers exist and where are they located?

District Response: The District has a total of 13 servers. Each location has one server.

2. **Question:** Are each of the servers running exacqVision?

District Response: Yes.

3. **Question:** What version of Windows OS is currently on servers and workstations? Windows 10 – we provide windows licenses. Is the county seeking current version patch upgrade or major revisions? (e.g., from Windows 10 to Windows 11)

District Response: Successful bidder will need to be provide both patch upgrades and major revisions as needed. The District will provide licenses.

4. **Question:** How many workstations exist and where are they located?

District Response: Quantity of workstations vary by location? Minimum of 3 to a maximum of 12 per location.

5. **Question:** What is the current version of the Exacq video management system?

District Response: Version of the Exacq video management system varies by location. Most current version is 20.03.9.0-21.06.14.0

6. **Question:** Can you please provide the camera counts per location broken down into interior and exterior. Would you indicate which ones of these are not accessible by ladder?

District Response: The District has several exterior cameras that are accessible with a lift or boom truck. The majority of interior cameras can be reached by ladder.

Location	Interior	Exterior
Prosperity-Rickard Elementary School	16	10
Pomaria-Garmany Elementary School	27	16

Newberry Middle School	50	16
Newberry High School / Career Center / District Office (3 connected campuses – 1 server)	68	31
Reuben Elementary School	9	8
Gallman Elementary School	19	9
Mid-Carolina Middle School	53	31
Newberry Elementary School	22	13
Mid-Carolina High School	41	27
Boundary Elementary School	20	9
Little Mountain Elementary School	35	24
Kendall Road Complex	18	10
Whitmire Community School	24	18

7. **Question:** Is Newberry County School District tax exempt?

District Response: No

8. **Question:** Is remote viewing acceptable or is on-site required for weekly camera view check? If remote viewing is acceptable, will the school district provide the contractor access.

District Response: Remote viewing is acceptable for camera check. The District will provide successful bidder with access.

9. **Question:** What wireless equipment is being referenced and how many per school?

District Response: External wireless access points are mounted to the buildings. Quantity varies by location.

10. **Question:** Is the 40-hours of training per school or per the contract?

District Response: The 40-hours of training is per the contract.

11. **Question:** What is the model of the current switches? (e.g., Cisco, Aruba)

District Response: Cisco / Meraki

12. **Question:** Are the switches being managed by the school district or are the localized to the camera system?

District Response: The switches are managed by the District.

13. **Question:** How many switches exist?

District Response: Switch information is only needed to troubleshoot cameras/ports and to determine if camera needs to be replaced. The District will provide this information to successful bidder.

14. **Question:** Clarify the submittal of a separate sealed envelope thing.

District Response: Bidder shall submit a Technical Proposal and a Business Proposal. Each proposal will be submitted in a separate sealed envelope. Refer to IV. INFORMATION FOR OFFERERS TO SUBMIT of the solicitation.

15. **Question:** PART TWO is the Offeror's Price/Business Proposal. Submit signed Cover Page, Page 2, Section VIII. BIDDING SCHEDULE/PRICE BUSINESS PROPOSAL, and Section IX. Attachment A. (submit in a separate sealed envelope.) Is the entirety of Part Two to be in a separate sealed envelope, or only Attachment A.

District Response: All information requested in PART TWO is referring to the Business Proposal and shall be submitted in a separated sealed envelope. Attachment A is part of the Business Proposal.

16. **Question:** Will the District provide the manufacturer and quantity of CCTV head end equipment per school?

District Response: The manufacturers are Dell, EXAQ, and Fitusji. Camera servers will vary at each location. See answer to question six (6) for quantity per school.

17. **Question:** Does the District supply a required maintenance schedule?

District Response: Refer to III. SCOPE OF WORK / SPECIFICATIONS of the solicitation for required maintenance schedules.

18. **Question:** Does the District require preventative maintenance to be completed after regular business hours.

District Response: Preventative maintenance after normal business hours may be necessary to avoid disruption to classrooms. Most cameras are in hallways or exterior and they can be accessed during the school day.

19. **Question:** Does spare parts need to be included in the cost of maintenance or will a quote need to be provided separately to the District?

District Response: Spare parts are ordered as needed and should not be included in the cost of maintenance.

20. **Question:** Will the District provide the system serial number?

District Response: System serial number will be provided to successful bidder.

ACKNOWLEDGEMENT RECEIPT

Submitters shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two of the original solicitation (3) by letter, (4) by submitting a response that indicates in some way that the firm received the amendment.

End of Amendment #1