

Request for Proposal
NCPS 2021
Intercom/Paging
System RFP

November 1, 2021

Nebraska City Public Schools
1700 14th Ave.
Nebraska City, NE 68410

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1.1 Description of Project

Nebraska City Public Schools is seeking proposals for a replacement paging and intercom system. See Appendix A for further information on part numbers and quantities requested. Proposed systems will **not** include station speakers or wiring. All proposals must be compatible with Bogen station speakers and wiring, which are already in place at the school district. Proposed systems must integrate with Avaya IP phone systems. Installation and implementation are part of this RFP.

1.2 Project Specifications

All proposals which are highly equivalent to Bogen Communications will be considered.

Make	Model	Total
Bogen	E7000 Series Application Server Software	1
Bogen	Nyquist System Controller	1
Bogen	Analog Station Bridges	2
Bogen	I/O Controller	1
Bogen	Matrix Mixer pre-amp	1
Bogen	Station License	75
Bogen	Concurrent Call License	10

Proposal Specifications

2.1 Proposal Expectations

The proposal should include all hardware, software licenses, warranties, installation labor, and programming costs. Detail requested hardware in bid sheet. Any other costs should be listed under other. Attach an itemized, detailed quotation for all items. Label the quotation: NCPS 2021 Intercom/Paging RFP

RFP Process

3.1 Calendar of Events

Event	Date & Time
Last day to submit inquiries	Monday, November 15 by 4:00 PM
Questions and Clarifications (posted to website)	Friday, November 19 by 4:00 PM
Closing Date/Time to Receive Proposals	Tuesday, November 30 @ 4:00 PM
Approval of Proposal	Monday, December 13 @ Bd. Mtg.
Notification of Award	Tuesday, December 14 by 4:00 PM

3.2 Evaluation Rubric

Please refer to Appendix A for details regarding the evaluation process.

3.3 Discrepancies and Omissions

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns to Damien Bertwell (See contact information in section 3.7). Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP. It is the Bidder's responsibility to assure that all addenda have been reviewed.

3.4 Contingencies

This RFP should not be considered as a contract to purchase goods or services, but is a Request for Proposal in accordance with the Terms and Conditions herein and will not necessarily give rise to a contract. RFP responses should be as detailed and complete as possible to facilitate the formation of a contract based on the RFP response(s) that are pursued should Nebraska City Public Schools decide to do so. Proposals stating that pricing is valid dependent upon availability and/or subject to prior sale will be considered as non-responsive. Completion of the table in section 4 is or similarly formatted proposal is required. Failure to do so will disqualify your RFP response submission.

Nebraska City Public Schools may, at its discretion, choose to cancel its offer for the purchase of any and all goods or services requested in this proposal if there is a reduction in funding, there are changes in the physical structure of a school (i.e., renovations, demolitions), or any other reason. Nebraska City Public Schools is not required to select the lowest bid and has the right to refuse all bids. Late bids submitted after **4:00 PM on Tuesday, November 30** will not be considered.

3.5 Questions and Clarifications

Questions should be addressed, no later than **Monday, November 15 by 4:00 PM**, to Damien Bertwell (see section 3.6) Submitted questions and answers will be posted on district website (<http://www.nebcityps.org/>) under the menu item Home > RFPs/Erate by **Friday, November 19 at 4:00 PM**.

3.6 RFP Contact

Damien Bertwell
Technology Director
Nebraska City Public Schools
1700 14th Avenue
Nebraska City, NE 68410
Phone: 402-873-6033
Email: dbertwell@nebcityps.org

3.7 Proposal Deadline and Submission

Proposals are due in either hardcopy or in electronic form (PDF format) on or before **Tuesday, November 30 at 4:00 PM** at the postal or email address of Damien Bertwell (see section 3.6). E-mailed proposal documents will be time-stamped from the receiving computer.

3.8 Eligible Device Distribution

TABLE A.1: NEBRASKA CITY PUBLIC SCHOOLS HAYWARD ELEMENTARY			
Model or Equivalent	Qty	Unit	Total
E7000 Series Application Server Software	1		
Nyquist System Controller	1		
Analog Station Bridges	2		
I/O Controller	1		
Matrix Mixer pre-amp	1		
Station License	75		
Concurrent Call License	10		

4.1 Bid Sheet

Vendor Name: _____

Model or Equivalent	Number	Unit Price	Total Price
E7000 Series Application Server Software	1		
Nyquist System Controller	1		
Analog Station Bridges	2		
I/O Controller	1		
Matrix Mixer pre-amp	1		
Station License	75		
Concurrent Call License	10		
Installation labor and programming for the Bogen System			
Total Price			\$

Appendix A: Evaluation Rubric

NCPS 2021 Intercom/Paging System RFP

1. Price of the eligible services 55 points _____

2. Proposal Specifications..... 45 points _____

Evaluating Team

Proposals will be evaluated by Damien Bertwell, Technology Director, and two other representatives.

Evaluator Name: _____

Evaluation Date ____/____/____

Evaluator Signature _____

Proposal ____ of ____