

REQUEST FOR PROPOSAL

Real Time Location System For Safety Alerting

Grandview School District No. 200 GRANDVIEW, WASHINGTON

Date of Bid Opening: June 20th 2014 at 11:00 AM

The Grandview School District No. 200 is requesting bids for Real Time Location Systems as defined by solutions proposed within this document. Qualified bidders may obtain bid and contract documents online at www.gsd200.org, referenced under Departments/Business.

There will be a pre-bid meeting at **9:00 am on June 11, 2014** at the Administrative Office of Grandview School District at the address below. Additional site visits to assess current infrastructure can be scheduled by contacting erate@gsd200.org. Each bid **must** be submitted to Grandview School District in a sealed opaque envelope. Sealed bids **must** be received by **11:00 am on June 20, 2014** at the following address.

Grandview School District
ATTN: Brad Shreeve
913 2nd Street
Grandview, WA 98930

At that time, bids will be publicly opened and read aloud by the Grandview School District or its authorized representative at the above address. No bidder may withdraw its bid for a period of thirty (30) days after the date and hour set forth above for the bid opening. Bids must include a listing of any sub-contractor whose price equals 10% or more of the bid. Any bids received after the time for bid opening will not be considered. Grandview School District reserves the right to reject any or all bids, and to waive any informalities or irregularities in the bid or the bidding.

The Grandview School District #200 complies with all state and federal rules and regulations and does not discriminate on the basis of race, color, national origin, gender, religion, age, marital status, or disability. Inquiries regarding compliance may be directed to the District's Compliance Officer.

Dated this 5th of June 2014.

Grandview School District #200

By:

Brad Shreeve
**Assistant Superintendent
for Finance and Operations**

Instructions to Bidders Grandview School District Real Time Location System For Safety Alerting

1. Preparation and Submission of Bids

1.1 All bids **must** be in strict conformity with the bid documents and any addenda.

1.2 Bids **must** be submitted to Grandview School District in a sealed opaque envelope or Box, and must contain: (a) one signed copy of the Bid Form; (b) an electronic version of the bid documents a jump drive or DVD disc in PDF format; (c) Vendor Eligibility and Reference Form; (d) Itemized bid (e) Bid Security. Also see section 1.6 for complete list and organization of bid documents.

The following information shall be specified in the upper left-hand corner of the envelope:

- (a) the name and address of the bidder;
- (b) Grandview School District Internal Connections; and
- (c) "SEALED BID ENCLOSED".

1.4 Bids **must** be received by Grandview School District no later **11:00 am on June 20th, 2014**, at the following address:

Grandview School District
ATTN Brad Shreeve
913 W. 2nd Street
Grandview, WA 98930

Bids received after the time and date designated for receipt of bids will **not** be considered.

1.5 The preparation and submission of a bid will be by and at the expense of the bidder. All bids must be submitted in a form and manner so as to comply with all applicable laws of the State of Washington.

1.6 ORGANIZATION OF THE SUBMITTAL PROPOSAL

The RFP information shall be organized per the Submittal Format. Organization and brevity will be appreciated. The sections of the RFP shall be indexed and tabbed per the 10 sections noted below per the Submittal Format for easy reference.

Each proposal shall be submitted by enclosing one Hardcopy and accompanied by an electronic PDF formatted file on a jump drive or DVD disc.

Tab 1 - Letter of Interest and Describe Solution – Answer to Question #1

A maximum two page letter of interest that includes a synopsis of the firm, business principals, selected planning team members, general qualifications and distinguishing characteristics, primary contact information (mailing address, email address, telephone and facsimile numbers), and signed by the principal-in-charge representing the contractual authority of the firm.

Tab 2 – Description of Solution – Answer to question #3

Please provide a summary of your safety alerting solution specific to schools. Please provide a brief history of your company's Real Time Location System and products.

Tab 3 – Bid Form

Complete and sign the Bid Form enclosed in the packet.

Tab 4 – Itemized Cost Proposal

Include an itemized list of costs for each building in the aggregate and total cost of project. This should be broken down by items and labor. Also, a cost list of additional parts/items that may be purchased for replacements and/or additional options.

Tab 5 – Bid Security

Include a Surety Bond, Postal Money Order, Cash, Cashier's check or Certified Check made payable to Grandview School District #200, in the amount equal to 5% of the amount of the bid proposal as evidence of good faith.

Tab 6 – Hardware and Software

Respond to Questions four through fifty-one.

Tab 7 - Planning Team Key Personnel

Include resume information for each member of the planning team. Identify the specific role and phase of participation anticipated for this Project and highlight the unique elements/qualifications provided to the design team. Provide background information including education, professional titles, related qualifications, specific roles in past projects, and relevant experience.

Tab 8 – Schedule

It is the intent of the Grandview School District to have the School Buildings up and running by the start of school, August 28, 2014.

Tab 9 – Work Plan

Provide a work plan that delineates the proposed man-hours for each portion of the scope of work along with an estimated average hourly rate.

Tab 10 – Relevant Experience & References – Answer to question #2

Provide a list, project description, and contact information for five (5) previous school clients. Include relevant information about each project that applies to the experience of your firm relevant to the current RFP. How long did it take to install the system at each including all tagging of assets and the system infrastructure installation/modification(s)?

2. Examination of Bid Documents and Conditions

2.1 Each bidder should carefully examine the bid documents and all addenda. If any bidder (a) finds any discrepancies, omissions or ambiguities in the bid documents; (b) is uncertain as to the intent or meaning of any provision of the bid documents; or (c) has any question regarding the bid documents, the bidder **must** promptly notify Grandview School District in writing thereof at the address specified in paragraph 1.4 above, or at erate@gsd200.org. Replies to such notices will be made in the form of addenda at www.gsd200.org, referenced under Departments/Business.

3. Modification or Withdrawal of Bids

3.1 A bidder may modify or withdraw its bid by written request, provided that the request is received by Grandview School District in writing prior to the time specified in paragraph 1.4. Following withdrawal of its bid, a bidder may submit a new bid, provided that such new bid is received by Grandview School District prior to the time specified in paragraph 1.4. Bids cannot be withdrawn for a period of thirty (30) days after the official opening of the bids.

3.2 Grandview School District may modify any provision of the bid documents at any time prior to the time specified in paragraph 1.4 of the submission of bids. Such modifications will be made in the form of addenda at www.gsd200.org, referenced under Departments/Business.

4. Award or Rejection of Bids

4.1 All bids properly identified and received on time will be publicly opened and read aloud on the date and in the place named in the Invitation to Bid.

4.2 Grandview School District reserves the right to reject any or all bids, to make an award to other than the low bidder, to **make an award to a bidder for only a portion of the goods described in its bid**, to reject a bid which is in any way incomplete or irregular, and to waive any informality or irregularity in any bid received.

4.3 In award of the contract, all factors and information which have a bearing on the decision to select a bidder may be considered by Grandview School District.

4.4 Grandview School District intends to award the District Internal Connections Bid to one responsible and responsive vendor. Vendors must provide unit prices which will be available to Grandview School District for subsequent purchases for the duration of the bid award.

4.5 Protest Procedure

4.5.1 Any Bidder claiming to be aggrieved by the bid documents or the award of the contract may protest to the Grandview School District in accordance with the following procedures. Failure to comply with these procedures will render a protest void and will result in the rejection of the protest. Exhaustion of these protest procedures in a timely manner is a condition precedent to any action filed in a court of law.

4.5.2 Protests based upon the contents of the bid documents shall be submitted no later than five days before the Bid Delivery Date.

4.5.3 Protests based upon any other circumstances shall be submitted no later than five days after the Bid delivery date.

4.5.4 A protest must be in writing and must include: (1) the name and address of the aggrieved Bidder, (2) a detailed description of the specific grounds for the protest, (3) all documentation supporting the protest, and (4) the specific relief sought from the Grandview School District.

4.5.5 If the protest is not resolved by mutual agreement, the Grandview School District's Board will consider the protest in public session and make a final and conclusive determination.

5. Contract Execution

5.1 The successful bidder will provide such information and assistance as Grandview School District may request.

5.2 Grandview School District intends to contract using the form of contract included with the bid documents. Within ten (10) days after presentation of the contract, the successful bidder must duly execute the same and return it for approval and execution by Grandview School District. The failure of the successful bidder to duly execute and return the contract, together with certificates of insurance and any other required documents, will entitle Grandview School District, in addition to all other rights and remedies of Grandview School District, to award the contract to another bidder.

5.3 All bid documents shall remain the property of Grandview School District. If requested by Grandview School District, the unsuccessful bidders shall return all bid documents to Grandview School District at the address specified in paragraph 1.4 above, without mutilation, marks or annotations.

5.4 Grandview School District does not guarantee to purchase any minimum or maximum quantities of bid items.

5.5 In case of conflict between the provisions of these Instructions and any other Bidding Document, these Instructions shall govern. In case of conflict between the provisions of the bid documents and the Contract, the Contract shall govern.

Sample Purchase Contract
Grandview School District
Real Time Location System
For Safety Alerting

This Contract is made by and between Buyer (as defined in the Standard Terms and Conditions) and the Seller (as defined in the Standard Terms and Conditions). Buyer and Seller agree as follows:

1. **Purchase and Sale of Goods.** Seller will sell and deliver to Buyer and Buyer will purchase from Seller the goods, services, information, drawings, documents and other items described in this RFP ordered by Buyer, if any, from time to time during the Term of this Contract (as defined in Paragraph 3 below). Buyer does not guarantee to purchase any minimum or maximum quantities of bid items. Details that are necessary to carry out the intent of this Contract, but that are not expressly required, shall be performed or furnished by Seller without any increase in compensation otherwise payable under this Contract.

2. **Compensation.** As full compensation for the Goods, Buyer will pay Seller the applicable sums for the Goods ordered by Buyer, if any, set forth in accordance with the payment provisions of this Contract. Notice: 5% retainage on each payment request will be withheld.

3. **Term.** The Term of this Contract ("Term") shall commence on the date of this Contract in accordance with Paragraph 5 below and, subject to earlier termination as provided in the attached Standard Terms and Conditions, shall end twelve (12) months thereafter. The Term of this Contract may be extended for up to two additional 12 month periods as desired by the Buyer upon satisfactory performance by the SELLER.

4. **Performance of Work.** Seller shall comply with all of the provisions of this Contract which include the provisions set forth in the following documents and such other documents as may be incorporated into or otherwise made a part of this Contract ("Contract"):

- (a) this Purchase Contract;
- (b) completed Bid Form;
- (c) the Standard Terms and Conditions; and
- (d) the Specifications.

5. This Contract is contingent upon the School District receiving approval by the Board of Directors of Grandview School District for execution by Buyer.

Buyer :
Grandview School District

By: _____

Title: _____

Date Signed: _____

Address: 913 W. 2nd Street

Grandview, WA 98930

Seller:

By: _____

Title: _____

Date Signed: _____

Address: _____

Standard Terms and Conditions

Of Purchase Contract

Grandview School District

Real Time Location System RFP

1. Definitions

1.1 The following terms shall have the following definitions whenever used in this Contract:

1.1.1 "Buyer" is defined as Grandview School District.

1.1.2 "Seller" is defined as the seller or vendor identified in the Contract. If Seller is composed of more than one person or entity, then each such person or entity shall be jointly and severally liable as Seller under this Contract.

2. Price and Progress Payments

2.1 Payment of the specified Prices shall constitute full compensation for the Goods and satisfactory performance of all the Seller's obligations under this Contract. Such Prices shall be subject to adjustment only as specifically provided for elsewhere in this Contract. Should the list price decrease, the cost to the buyer shall be determined by applying the discount percentage to the new list price. Seller shall separately identify on the Schedule of Prices and the applicable invoice of Seller any applicable taxes arising out of the sale of the Goods payable by Buyer. Any time periods specified for accepting any discounts shall commence upon, and Buyer shall pay the appropriate amounts due thirty (30) days after, the later of: (a) the date that Buyer receives Seller's correct invoice therefor; or (b) the date that Buyer accepts the Goods (together with any required documentation) at the specified destination. If Seller fails to perform in a timely manner any of its obligations under this Contract, then Buyer may, upon ten (10) days advance written notice to Seller of Buyer's intention to do so, perform or have performed the same and deduct or offset such amount from the compensation payable to Seller under this Contract or otherwise charge to or recover from Seller the cost of such performance. Retainage of 5% will be withheld from each payment. Invoices received by the 10th of the month will be paid on the last working day of the month.

3. Delivery

3.1 Seller shall properly package the Goods for protection against damage or deterioration that may result from shipment, handling, storage or other cause. Seller shall ship the Goods from the specified point of shipment no later than the specified shipment date and shall deliver the Goods to Buyer FOB the specified destination no later than the specified delivery date. Risk of loss or damage to the Goods shall remain with Seller until delivery of the Goods to Buyer at the specified destination at which time title to the Goods and such risk pass to Buyer.

4. Delays

4.1 Time is of the essence in the performance of Seller's obligations under this Contract. However, Seller shall not be liable for delays in delivery due to causes which (a) are not foreseeable; (b) are beyond Seller's control; and (c) cannot be overcome by Seller after using its best efforts to do so; provided that Seller, within three (3) days after the commencement of the delay or, if earlier, the date on which Seller knew or should have known that the delay would occur, gives Buyer written notice of the circumstances giving rise to the delay, the anticipated duration of the delay and the action being taken by Seller to overcome or mitigate the delay.

5. Inspection

5.1 The Goods shall at all times be subject to inspection, testing and expediting by Buyer. No Goods shall be deemed accepted prior to final inspection and acceptance by Buyer at the specified destination. Failure of Buyer to inspect goods does not relieve Seller of its obligations or impair Buyer's right to reject defective or non-complying goods.

6. Warranty

6.1 Seller warrants that: (a) the Goods shall be free from all defects in design, materials, workmanship and title; (b) all materials, components, parts and other items incorporated in Goods shall be new, merchantable and of suitable quality for their intended purpose; and (c) the Goods shall conform with the attached Specifications and other requirements of this Contract. Seller shall promptly correct any Goods that do not comply with this warranty. If Buyer requires Seller to make any such correction and Seller thereafter fails or indicates its inability or unwillingness to do so, then Buyer may correct (or cause to be corrected) the non-compliance or otherwise achieve compliance by the most expeditious means available to it and charge to or otherwise recover from Seller the cost thereof. If Buyer rejects any Goods that do not comply with the foregoing warranty, Seller shall have a reasonable time to correct the non-compliance; if Seller fails to correct the non-compliance within a reasonable time, Buyer may cancel this Contract as to the non-complying Goods without any liability or obligation of, or cost to, Buyer with respect to such Goods and without prejudice to any other rights or remedies of Buyer with respect to such non-compliance (e.g., as to damages or cover).

7. Activities on Buyer's Premises

7.1 If Seller or any of its subcontractors or suppliers of any tier performs any activities on premises owned, leased, possessed or controlled by Buyer, Seller shall: (a) take all precautions which are necessary to prevent injury (including death) to persons and damage to any property or environment in connection with such activities; and (b) release, defend, indemnify and hold harmless the Buyer from all claims, losses, harm, liabilities, damages, costs and expenses (including, but not limited to, reasonable attorney's fees) that may arise in connection with such activities. Without limiting the generality of the foregoing, Seller waives its immunity under any applicable workers' compensation laws for purposes of this Section 7 and assumes potential liability for actions brought by Seller's employees, subcontractors or suppliers of any tier.

7.2 The Seller shall maintain a comprehensive general liability policy which shall provide bodily injury and property damage liability on Seller's operations; owned, non-owned and hired vehicles; on work sublet to others; and on the indemnity agreement set out above. The limits of liability insurance shall not be less than the following.

7.2.1 \$1,000,000 per occurrence for bodily injury liability including sickness, disease or death and \$1,000,000 bodily injury liability for all occurrences (other than automobiles); and

7.2.2 \$1,000,000 for property damage liability (other than automobiles) because of damage to or destruction of property of others including loss of use thereof caused by one occurrence and \$1,000,000 property damage liability for all occurrences.

7.2.3 (As an alternate to subparagraphs .1 and .2 above, Seller may insure for \$1,000,000 combined single limit protection for both bodily injury and property damage liability per occurrence and \$1,000,000 general aggregate.)

7.2.4 In addition, \$1,000,000 per accident for bodily injury liability including sickness, disease or death and property damage liability because of damage to or destruction of property of others including loss of use thereof arising out of the operation of automobiles.

7.2.5 In addition, the Seller shall maintain a true umbrella policy which provides excess limits over the primary layer, in an amount not less than \$1,000,000.

7.3 In addition, the Seller shall purchase and maintain insurance for claims under workers' compensation (industrial insurance), disability benefit and other similar employee benefit acts in the State statutory amount and Employer's Liability with coverage of at least \$250,000/\$500,000.

7.4 The insurance described above shall be in place prior to commencing activities on the Buyer's premises. The Buyer's specification or approval of the coverage's or insurance in this agreement or of their amounts are not limits of liability and shall not relieve or decrease the liability of the Seller.

7.5 Before exposure to loss can occur, the Seller shall furnish the Buyer with **Certificates of Insurance** as evidence of all insurance required above. All policies and certificates must be signed copies and shall contain a clause agreeing that such insurance cannot be materially altered (i.e., the coverage reduced, the limits decreased, or the additional insured removed), allowed to expire or canceled without first giving 45 days written notice by certified mail to the Buyer. The Seller shall furnish to the Buyer copies of any subsequently issued endorsements amending, modifying, altering, or restricting coverage or limits.

7.6 If the Buyer is damaged by the failure of the Seller to maintain any of the above insurance to so notify the Buyer, then the Seller shall bear all costs properly attributable thereto.

8. Infringement

8.1 Seller releases and shall defend, indemnify and hold harmless Buyer from all claims, losses, harm, liabilities, damages, costs, expenses (including, but not limited to reasonable attorneys' fees) and royalties related to any claim, action, suit or proceeding involving the Goods or any use or intended use of the Goods, which claim, action, suit or proceeding is based upon infringement (or alleged infringement) of any patent, copyright, mask work, trade secret, trade name or trademark or upon the wrongful use (or alleged wrongful use) of any confidential or proprietary concept, method, process, product, writing, information or other item. Further, if any of the Goods or any use or intended use of the Goods constitutes an infringement of any patent, copyright, mask work, trade secret, trade name or trademark or wrongful use of any confidential or proprietary concept, method, process, product, writing, information or other item, Seller shall: (a) procure for Buyer, at no cost to the Buyer, the right to use the infringing item; (b) replace the infringing item with a substantially equal but non-infringing item; or (c) modify the infringing item so that it becomes non-infringing.

9. Compliance with Laws

9.1 Seller shall comply (and shall ensure that the Goods and Seller's subcontractors and suppliers of every tier comply) with all applicable laws, ordinances, rules, regulations, orders, licenses, permits and other requirements, now or hereinafter in effect, of any governmental authority. All laws, ordinances, rules, regulations and orders required to be incorporated in agreements of this character are incorporated in this Contract by this reference.

10. Changes

10.1 Buyer may from time to time make changes in the requirements of this Contract (including, but not limited to, additions to or deletions from any Goods, changes in quantities, drawings and specifications for the Goods, suspension of performance, changes in schedule and changes in shipment and delivery dates) by giving Seller written notice of such changes. If any such change causes an increase or decrease in the cost of or the time required for performance of this Contract, an equitable adjustment in the prices and schedule under this Contract shall be made to reflect such increase or decrease. Any changes must be approved by both parties in writing and include the cost increase or decrease of the project.

11. Termination of Contract

11.1 Buyer may from time to time terminate this Contract as to all or any portion of the Goods not then delivered to and accepted by Buyer by giving Seller written notice of such termination. In the event of any such termination, an equitable adjustment shall be made under this Contract with respect to the terminated Goods for the costs Seller unavoidable incurred as a result of such termination; provided that costs shall in no event exceed the total prices otherwise payable under this Contract for the terminated Goods, less the sum of (a) the estimated costs (plus a reasonable allowance for profit) which would have been incurred by Seller to complete performance with respect to the terminated Goods and (b) the reasonable value of the terminated Goods at the time of such termination.

12. Successors and Assigns

12.1 Seller shall not (by contract, operation of law or otherwise) assign this Contract or any right or interest in this Contract, or delegate performance of any of its duties or obligations under this Contract, without the prior written consent of Buyer. Any such assignment or delegation without Buyer's prior written consent shall be voidable at Buyer's option. Subject to the foregoing restriction on assignment and delegation by Seller, this Contract shall be fully binding upon and enforceable by Seller, Buyer, and their respective successors, assigns and legal representatives.

13. Non-Waiver

13.1 The failure of Buyer to insist upon or enforce strict performance by Seller of any of the provisions of this Contract, or to exercise any rights or remedies under this Contract, shall not be construed as a waiver or relinquishment to any extent of its right to assert or rely upon any such provisions, rights or remedies in that or any other instance; rather, the same shall be and remain in full force and effect.

14. Applicable Law; Courts

14.1 This Contract shall be interpreted, construed and enforced, in all respects, in accordance with the laws of the state of Washington, without reference to its choice of law principles. Seller shall not commence or prosecute any suit, proceeding, or claim (to enforce the provisions of this Contract, to recover damages of, or default under this Contract or otherwise) arising under or by reason of this Contract, other than in the courts of the state of Washington in Yakima County, or the United States District Court for the Eastern District of Washington at Spokane. Seller irrevocably consents to the jurisdiction and venue of the courts identified in the preceding sentence.

15. Entire Agreement

15.1 This Contract sets forth the entire agreement and supersedes any and all prior agreements, between Seller and Buyer regarding the Goods. No amendment or modification of any provision of this Contract shall be valid unless set forth in a written instrument signed by both parties. Buyer shall not be bound by, and specifically objects to, any term, condition or other provision which is different from or in addition to the provisions of this Contract (whether or not it would materially alter this Contract) and which has been proffered by Seller in any quotation, invoice, shipping document, acceptance, confirmation, correspondence or otherwise, unless Buyer specifically agrees to such provision in a written instrument signed by Buyer. The rights, remedies and warranties afforded to Buyer pursuant to any provision of this Contract are in addition to and do not in any way limit any other rights, remedies or warranties afforded to Buyer by any other provisions of this Contract, by any of Seller's subcontractors, suppliers of any tier, or by law.

16. Employees

16.1 The Seller shall enforce strict discipline and good order among the Seller's employees and other persons carrying out the Contract. The Seller shall not permit employment of unfit persons or persons not skilled in tasks assigned to them. At no change to the Contract price or Contract time, the Buyer may provide written notice requiring the Seller to remove from the site any employee or other person carrying out the Contract the Buyer considers objectionable. If the work is being performed at a site in active school use or where there is a likelihood of contact with children, a person shall be unfit if he or she has pled guilty to or has been convicted of any felony crime involving the physical injury or death of a child (RCW 9A.32 or 9A.36 but not RCW 46.61--motor vehicle violation), the physical neglect of a child (RCW 9A.42), sexual offenses against a minor (RCW 9A.44), sexual exploitation of a child (RCW 9.68A), the sale or purchase of a minor child (RCW 9A.64.030), promoting prostitution of a child (RCW 9A.88), or violation of similar laws of another jurisdiction.

16.2 The Seller shall comply with all applicable provisions of RCW 49.28, "Hours of Labor".

16.3 Pursuant to RCW 49.70, "Worker and Community Right to Know Act," and WAC 296-62-054 et seq., the Seller shall provide the Buyer copies of and have available at the Project site a workplace survey or material safety data sheets for all "hazardous" chemicals under the control or use of Seller at the Project site. Seller shall not be entitled to any additional contract time or compensation arising from its failure or alleged failure to comply with this statute or regulation.

17. Prevailing Wages

17.1 Pursuant to RCW 39.12, no worker, laborer, or mechanic employed in the performance of any part of the project on site shall be paid less than the "prevailing rate of wage" (in effect as of the date that bids are due) as determined by the Industrial Statistician of the Department of Labor and Industries. The schedule of the prevailing wage rates for the locality or localities where this contract will be performed is attached to the executed contract and made a part of the Contract by reference as though fully set forth herein. The Seller shall provide the respective Subcontractors with a schedule of the applicable prevailing wage rates. The most current rates are located at: <http://www.lni.wa.gov/TradesLicensing/PrevWage/>. Questions relating to prevailing wage data should be addressed to the Industrial Statistician upon request. .

Mailing Department of Labor and Industries

Address: ESAC Division

PO Box 44540

Olympia, WA 98504

Telephone

Number: (360) 902-5335

17.2 Pursuant to RCW 39.12.060, in case any dispute arises as to what are the prevailing rates of wages for work of a similar nature, and such dispute cannot be adjusted by the parties in interest, including labor and management representatives, the matter shall be referred for arbitration to the director of the Department of Labor and Industries of the state, and his or her decision therein shall be final and conclusive and binding on all parties involved in the dispute.

17.3 The Seller shall indemnify and hold the Buyer harmless, including attorneys' fees, from any violation or alleged violation of RCW 39.12 by the Seller or any Subcontractor of any tier.

17.4 The Seller shall provide the certified copies of **Statement of Intent to Pay Prevailing Wages and Affidavits of Wages Paid** prior to payment of retainage. Seller should provide proof of Statement of Intent to Pay Prevailing Wages for each payment request.

18. Statutes

18.1 The Seller shall abide by the provisions of all applicable Washington statutes. Although a number of statutes are referenced in the Contract, it is not meant to be a complete list and should not be relied upon as such.

18.2 Law Against Discrimination. The Seller shall comply with pertinent statutory provisions relating to public works of RCW 49.60.

18.3 Provisions for Aged and Handicapped Persons. Seller shall comply with pertinent statutory provisions relating to public works of RCW 70.92.

18.4 Safety Standards. The Seller shall comply with pertinent provisions of RCW 49.17, "Washington Industrial Safety and Health Act," and Chapter 296-155 WAC, "Safety Standards for Construction Work."

18.5 Unemployment Compensation. Pursuant to RCW 50.24 in general and RCW 50.24.130 in particular, the Seller shall pay contributions for wages for personal services performed under this Contract or arrange for a bond acceptable to the commissioner.

18.6 Drug-Free Workplace. The Seller shall fully comply with all applicable federal, state, and local laws and regulations regarding drug-free workplace, including the Drug-Free Workplace Act of 1988. Any person not fit for duty for any reason, including the use of alcohol, controlled substances, or drugs, shall immediately be removed from the Work.

18.7 Tobacco Products. The Board of Directors of the Buyer has established a policy that smoking or use of any kind of lighted pipe, cigar, cigarette or any other lighted smoking equipment, material or smokeless tobacco products is prohibited on all school district property

19. Certifications

19.1 The Seller also certifies the following: **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION –LOWER TIER COVERED TRANSACTIONS** This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110. (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Specifications

For

Real-Time Location System

(RTLS)

For School Safety Alerting

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Objective of this Request for Proposal

The objective of this RFP is to solicit information about RTLS vendor capabilities and pricing for a school safety solution using RFID technology to enable text-based alerting, panic button functionality, routing and advanced location visibility and reporting for all schools in the Grandview School District.

I. RFP RTLS FOR SCHOOL SAFETY ALERTING OBJECTIVE

Grandview School District will be accepting RTLS system proposals from qualified vendors. The primary district objectives are to have a RTLS system implemented quickly to improve the safety of students and staff. It is anticipated that the vendor will provide a solution for the six school/campus locations. The district is soliciting information about RTLS vendor capabilities and pricing for a school safety solution using RFID technology to enable text-based alerting, panic button functionality, proximity-related message routing and advanced web based location visibility and reporting.

II. QUALIFICATIONS

Prospective consultants should have the following minimum qualifications:

Instructions: Please answer the following questions thoroughly and completely to give Grandview School District more information on your company's solutions. RFP Requirements' responses must include a "Non-Comply" or "Partially Comply" with an explanation if your system cannot adhere to the criteria required by each numbered question.

RFP Timetable and Process

Request to Vendors: June 5, 2014

On-site meeting: June 11, 2014 at 9:00

RFP DUE DATE: June 20, 2014

School response and proposal acceptance by: June 30, 2014

If vendors have any questions, please forward them to the listed POC below for a response. Completed responses to this RFP must be received no later than 5:00 PM on June 17, 2014. Please send an electronic copy of your response to:

POC: Brad Shreeve

POC's Title: Assistant Superintendent for Finance and Operations

EMAIL ADDRESS: erate@gsd200.org; and bshreeve@gsd200.org

PHONE NUMBER: 509-882-8510

Background:

About Our Organization – Grandview has six (6) campuses consisting of three Elementary Schools, a Middle School, and two (2) high schools.

Each school has the following Square footage, Enrollment, and number Staff:

School/Campus	Square Footage	Enrollment	Number of Staff
Harriet Thompson Elementary	55,300	635	70
McClure Elementary	64,855	655	65
Smith Elementary	57,495	630	60
Grandview Middle School*	99,390	825	75
Grandview High School	110,350	825	84
Compass High School	36,750	160	40

*the Grandview Middle School has a current solution, however if your solution is different than the current solution, then submit a cost proposal for that facility.

We are looking for a complete solution for RTLS to enhance our building safety.

- THE GRANDVIEW SCHOOL DISTRICT neither makes nor assumes any contractual obligations by issuing this Request for Proposal, receiving and evaluating supplier responses, or making preliminary contact with suppliers.
- All proposals shall be evaluated on the basis of accuracy of response to the request, including pricing, services offered, terms, and references.

Instructions: Please answer the following questions thoroughly and completely to give the GRANDVIEW SCHOOL DISTRICT more information on your company's solutions. RFP Requirements' responses must include a "Non Comply" or "Partially Comply" with an explanation if your system cannot adhere to the criteria required by each numbered question.

Company Summary:

- 1) Please provide a brief history of your company's Real Time Location System and products.
- 2) Provide at least three (2) client references in the education similar in size and complexity to this procurement and (1) law enforcement reference. How long did it take to install the system at each including all tagging of assets and the system infrastructure installation/modification(s)?
- 3) Please provide a summary of your safety alerting solution specific to schools.

Software:

- 4) An end-to-end solution consisting of RFID hardware, infrastructure and software is required. Please provide an overview of your in-house software solution.
- 5) RTLS software analytics reporting must be viewable from one dashboard view and custom reports must be enabled along with standard template reports. Please describe if means of integrating into local police dispatch systems and access rights to software views of school maps, reports and dashboards. If all use case data cannot be viewed within a single dashboard, please

describe the procedure for reviewing staff data. How many dashboards or individual logins are required?

- 6) The system must operate over any standard 802.11 b/g/n and AC network, fat and thin APs, and mixed Wi-Fi vendor networks. Please describe how your solution meets these qualifications.
- 7) Scalable, centralized system management is required across the district utilizing the latest CISCO network technology is desired. Is Cisco Management Integration offered? – Please describe level of certification of this integration.
- 8) The RTLS system deployment requires location accuracy within 6 feet with 90% accuracy and within 10 feet with 98% accuracy throughout the entire facility without the use of cabled infrastructure. Please describe how your solution meets these qualifications.
- 9) Please describe the impact on network capacity of the system's Wi-Fi network in order to obtain room and sub-room level location tracking (for specified use cases).
- 10) RTLS software must be configured to ensure that there are 0% floor separation errors. Please describe how your solution meets these qualifications. Please include design considerations necessary to ensure the system meets these specifications.
- 11) Client Workstation Requirements: Provide supported minimum system requirements for client PC's including operating systems, memory, display resolution, browser versions and all required components and component versions (e.g., .Net, Silverlight, Adobe Flash, etc.). Please describe how your solution meets these requirements.
- 12) Access privileges must be configured and specified by user group for specific people, assets, or asset groups. Please describe how your solution meets these qualifications and how many levels of access are available.
- 13) Our organization requires that the turnkey hardware/software RTLS solution allows over-the-air tag commissioning. Please describe the RFID badge commissioning process.
- 14) Please describe the steps taken by a regular user to login to the software solution and how the software is accessed. For example, can a standard web browser be used to access the location tracking and business intelligence data and reports?
- 15) The solution must allow custom alerting as required to support the user groups through the software application. Alerting methods shall include text messages, e-mail messages, RFID badge text message, and pop-up alerts in addition to integrations which push or pull informational alerts. Please describe how your solution meets these qualifications.
- 16) The solution must allow only those in a programmable geography to be alerted without sending mass notifications. Describe your solution in this capacity.
- 17) The solution must allow mass notification communications to tags and teachers. Describe your solution in this capacity.
- 18) The solution must enable 2-way communications to and from tags and teachers. Describe your solution in this capacity.

- 19) The solution must be able to record and play back staff movements during emergencies. Describe your solution in this capacity.
- 20) The software solution must allow programmable messages customized to each school's policies and procedures. Describe your solution in this capacity.
- 21) Alert communications to and from teachers must indicate the type of emergency, not simply 'an emergency'. Describe how emergencies are codified differently and communicated to and from staff wearing tags.
- 22) Describe the scalability plan for the RTLS software. How many deployments does your company currently possess with an over 5,000 tag deployment? How many tags does your largest deployment use and where is this deployment located? How many facilities or buildings were included in the largest current RTLS deployment?
- 23) Describe your High Availability scenario.
- 24) The solution must be completely wireless and not require wired exciters, readers, wired panic buttons or tags or dedicated cabling infrastructure for location visibility, tracking or alerting. The solution also must be free of any sensor devices. Please describe how your solution meets these qualifications.
- 25) The solution must include reporting software that records the nature of an event, its resolution, time of resolution and other details automatically. Please describe how your solution meets these qualifications.
- 26) The solution software should have the ability to set location zones and zone boundaries that are restricted. When an individual nears the restricted or dangerous zone, the solution software should have the ability to notify security by text message, email and RFID badge message to stop the individual. Please describe how your solution meets these qualifications and what wired infrastructure is required.
- 27) Please describe your RTLS's ability to handle escalating alarms and to alert different groups of people in a cascading protocol, if an alarm is unresolved.
- 28) Please describe a mobile capability for emergency event viewing, acceptance and resolution notes using an iOS device.
- 29) How does the system accommodate for false alarms and accidental use?

Hardware:

- 30) Fully describe your proposed hardware system. Include standards and certifications that are required for your hardware and why these certifications are required.
- 31) The system must not use radio frequency technologies which have been shown to adversely affect medical equipment. The system must use the standard Wi-Fi radio signal spectrum only. Does your system ever use 125 KHz (documented to pose interference risks to individual devices) hardware as a part of RTLS infrastructure? Please describe how your solution meets these qualifications.
- 32) Describe the 2-way communications function of your tags.

- 33) Describe how your RFID staff safety badge alerts nearby staff members of an emergency and only those in that perimeter. Does your RTLS solution records such emergencies in their software and if a replay of emergency movements is possible for lessons learned, post-emergency review.
- 34) All of the recommended active RFID tags must be washable. Please state sterilization procedure, method along with the acceptable and unacceptable sterilization substances and methodologies to be used for each tag.
- 35) Please list all tag's battery life, battery type, dimensions, weight, part number, the options on how to mount or wear the tag and the recommended cleaning procedure.
- 36) Describe the process of changing a tag battery.
- 37) Are tag settings saved if batteries are replaced or does the tag need to be reprogrammed after a battery change?
- 38) Are there any challenges with the proposed solution working in a room containing one or more walls that are glass? If so, how is the risk mitigated?
- 39) How is the solution powered? (Batteries, POE, Outlet) If battery powered, how often do the batteries need to be replaced for asset, staff and temperature badges?
- 40) How long is the tag warrantied for? What is covered under the warranty?

Implementation, Training, and Support

- 41) The facility expects that they will not have to install the solution themselves. Please include a sample project plan, describe the project management and implementation process after the solution is purchased.
- 42) How much time will be required from receipt of purchase order to beginning of installation?
- 43) Describe support hours of operations.
- 44) Describe the escalation process for support.
- 45) Who do I contact for a warranty claim?
- 46) Attach standard support terms including expected response times onsite & remote.
- 47) Training session for IT staff and separately for the User Groups must be completed prior to each deployment. Tag configuration, security, database administration, IT configuration, user functionality and design limitations must be included. Please describe how your solution meets these qualifications.
- 48) Provide list of system components requiring manufacturer / factory maintenance. Provide maintenance interval schedule and costs for all system components requiring factory maintenance and maintenance turnaround time.
- 49) If solution is Wi-Fi based, a site survey and Wi-Fi based RTLS location optimization must be completed before and after deployment with report, analysis and recommendations. The survey shall include location accuracy analysis and show support of the location system's compliance with the system's location accuracy requirements. Please describe how your solution meets these qualifications.

- 50) The RTLS vendor shall dedicate a knowledgeable and capable project manager to manage and coordinate the RTLS project to completion. Project Management, Project Communication, Acceptance Testing, Project Handoff and coordination of configured equipment, installation steps, and work coordination for the RTLS system build requiring multiple parties shall be the responsibility of the RTLS vendor's Project Manager. Please describe how your solution meets these qualifications.
- 51) Custom documentation must be provided to configure and operate all components of your system. Documentation must be presented prior to each use case deployment. Please describe how your solution meets these qualifications.

III. SUBMITTAL REVIEW & SELECTION PROCESS

The Respondee should submit a comprehensive, but concise RFP submittal. Failure of the Respondee to provide any information requested in this RFP may result in disqualification of the submitted proposal. The provision of copious and irrelevant material may also result in disqualification of the submitted proposal. The School District selection committee shall evaluate and rank RFP submittals based on alignment with the RFP requirements, Submittal Format, and Evaluation Criteria in order to select the vendor of choice. After the final selection has been made, the school district will provide a rating matrix (based on the selection criteria noted in this RFP) & a memorandum of decision explaining their selection to each of the RFP Respondees upon request. The Grandview School District reserves the right to reject any proposal for any reason.

IV. TYPE OF CONTRACT & FEE PROPOSAL:

Contract will be a lump sum "not to exceed" format. Vendor shall delineate with their fee all anticipated deliverables included in fee. All proposers shall be required to include a sealed a lump sum fee to be included with their proposal. If the fee proposal of the final candidate is not acceptable to the district, the district reserves the right to negotiate with the selected candidate, and to consider the next best candidate in the event that the fee proposal is not acceptable and an agreed upon fee cannot be reached.

V. Selection Criteria

The following criteria will be considered by the Grandview School District selection committee:

Consultant Selection Criteria	Point Value
RFP Completion. How complete and concise was the letter of interest and RFP response? Was the RFP well organized, with complete information responding to all of the submittal criteria?	10 points
Project Approach. RFP documents a clear understanding of District's needs and clear direction toward completing scope of work.	10 points
Value. Overall cost of services in relation to work plan scope and depth.	10 points
Key Personnel. Experience of key personnel. Relevant planning background including school experience. Demonstrated skill in facilitating community and district involvement process.	10 points
Schedule. Ability to complete the planning tasks within the time frame needed. Submitted complete & understandable schedule.	10 points
Firm Experience. Relevant experience with school Implementation.	10 points
References. References verifying quality of work performed with school facility planning.	10 points
Hardware and Software. All hardware and software proposed must be available for immediate deployment	30 points
Total Points	100 points

**Grandview School District
Real-Time Location System
(RTLS)
For School Safety Alerting**

PROPOSAL – BID FORM

This project is for the installation of a comprehensive Real-Time Location System for Grandview School District

Total project price is based on proposed solution indicated in. **Please attach itemized bid document.**

Total Project Cost Before Taxes \$ _____

Sales Tax \$ _____

Total Project Cost \$ _____

Receipt of addenda number ____ through addenda number ____ is hereby acknowledged.

Please list any state or federal contracts that were used in this bid, if any.

Contract Name General products/services Contract #

Legal Name of Bidder _____

Contact _____

E-Mail Address _____

Business Address _____

(City) (State) (Zip Code)

Street Address _____

(City) (State) (Zip Code)

(Phone)

Signature Title Date