

TOWN OF NORTH PROVIDENCE  
SCHOOL DEPARTMENT

State of Rhode Island

**Terms and Requirements for Request for Proposal**

Item Description: **HIGH SCHOOL INTRUSION SYSTEM - NORTH PROVIDENCE SCHOOL DEPARTMENT**

Date and Time to be **ISSUED: MONDAY, SEPTEMBER 9, 2024**

Date and Time to be **OPENED: FRIDAY, SEPTEMBER 20, 2024**

Proposals may be submitted up to **10:00 AM** on the above meeting date at the **Office of the School Finance Director**, 2240 Mineral Spring Ave., North Providence, RI 02911, during normal business hours, 8:30 AM through 4:00 PM. All proposals will be publicly opened and read at the above noted address.

**INSTRUCTIONS**

1. Vendors must submit sealed proposals in an envelope clearly labeled with the above captioned item or work. The proposal envelope and any information relative to the proposal must be addressed to the **Finance Director**, 2240 Mineral Spring Ave., North Providence, RI 02911. Any communications that are not competitive sealed proposals (i.e., product information or samples) should have “**NOT A PROPOSAL**” written on the envelope or wrapper.
2. Proposals must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
3. Proposal responses must be in ink or typewritten.
4. The price or prices proposed should be stated both in **WRITING** and in **NUMERALS**, and any proposal not so stated may be rejected.
5. Proposals **SHOULD BE TOTALED** WHEN APPLICABLE. Do not group items: price each item individually. Awards may be made on the basis of *total* proposal or by *individual items*.
6. Each responder is required to state in their proposal their full name and place of residence; and must state the names of persons or firms with whom he is submitting a joint proposal. All proposals **SHOULD BE SIGNED IN INK**.
7. One original proposal and **two copies** shall be submitted.

## NOTICE TO VENDORS

1. The North Providence School Department (NPSD) reserves the right to waive any and all informalities and to award the contract on the basis of the lowest qualified evaluated bid proposal.
2. No proposal will be accepted if made in collusion with any other responder.
3. A responder who is an out-of-state corporation must qualify or register to transact business in this State, in accordance with R.I. Gen. Laws, as amended, Sections 7-1.1-99, 7-1.1-105, 7-1.1-106.
4. The North Providence School Committee reserves the right to reject any and all proposals.
5. In determining the lowest qualified evaluated bid proposal, cash discounts for payments less than thirty (30) days will not be considered.
6. Where prices are the same, the North Providence School Department reserves the right to award to one responder, or to split the award.
7. Competitive bids may be obtained by all responders attending the formal proposal opening.
8. As the North Providence School Department is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes.
9. In case of error in the extension of prices quoted, the unit price will be given.
10. The contractor will not be permitted to either assign or underlet the contract, nor assign legally or equitably any moneys hereunder, or its claim thereto without the previous written consent of the School Committee.
11. Delivery dates must be shown on your proposal. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
12. A certificate of insurance shall be required of a successful vendor in which the North Providence School Department is named an *additionally named insured* in the title holder box. The certificate shall provide that the school department will be given at least 30 days advance notice of policy cancellation.
13. Proposals may be submitted on an “equal” in quality basis. The NPSD reserves the right to decide equality. Responders must indicate brand or make offered and submit detailed specifications if other than brand requested.
14. For contracts involving construction, alteration and/or repair work, the provisions of State Labor Laws concerning payment of prevailing wage rates apply (See R.I. General Laws Sec. 37-13-1 et seq. as amended).
15. No goods should be delivered or work started without Notice from the NPSD.

## VENDOR PROPOSAL TERMS

1. It is hereby mutually understood and agreed that no payment for extra work shall or will be claimed or made unless ordered in writing by the School Finance Director or his designee.
2. Awards will be made within thirty (30) days of the proposal opening. All proposal prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
3. Failure to deliver within the time quoted or failure to meet specifications may result in default action in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.
4. Only one shipping charge will be applied in the event of partial deliveries for blanket purchases or term contracts.
5. The successful responder shall, prior to commencing performance under the contract, attach and submit a certificate of insurance, in a form satisfactory to the NPSD by which the successful responder will indemnify and hold harmless the NPSD during the term of the contract from claims for personal injury or damages to property sustained by third person, or their agents, servants and/or claimed under them.

**Introduction:**

The North Providence School Department is soliciting for proposals for: **HIGH SCHOOL INTRUSION SYSTEM**

**Requests for Clarification:**

Inquiries concerning clarification on any portion of this RFP should be made to:

Finance Office  
2240 Mineral Spring Ave.  
North Providence, RI 02911  
[Comptroller@npsd.k12.ri](mailto:Comptroller@npsd.k12.ri)

**Cost Proposal:**

The cost proposal should include the following information:

- 1.) The responder shall submit Attachment “B” filled out completely.
- 2.) The cost proposal should contain all pricing information relative to delivery of services as described in this RFP.
- 3.) No proposals will be accepted after **FRIDAY, SEPTEMBER 20, 2024** at 10am. North Providence School Department will evaluate all proposals. Be prepared to answer any calls in regards to the proposal.

**Evaluation Criteria:**

- 1.) The NPSD will review and evaluate each submitted proposal in accordance with the requirements of this RFP. The evaluation will include weighted criteria detailed below. If further information is desired, vendors may be requested to make additional written submissions or oral presentations to the North Providence School Committee.
- 2.) Proposal will be evaluated on the following:

		<b>Score</b>
1.	Company Information and Years in Business	20
2.	Required documents stated in RFP	20
3.	Experience and References	20
4.	Business located in North Providence	5
5.	Pricing	35
	<b>Grand Total</b>	<b>100</b>

**Final Selection:**

The North Providence School Committee will select a firm based upon the review, evaluation and recommendation of the Evaluation Committee in regards to the proposal submitted for consideration. The North Providence School Committee will take final action as to whether to go forward with the proposal. Following the notification of the firm selected, it is expected a contract will be executed between the parties.

- 1.) A firm’s submission of a proposal indicates acceptance of the conditions contained in this Request for Proposals unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the NPSD and the firm selected.

**Timeline:**

Request for Proposals Issued	Monday, September 9, 2024
Proposal Due Date and Opening	Friday, September 20, 2024
School Committee Meeting for potential contract award	October 23, 2024

## Attachment "A" – Page one

The North Providence School Department invites the submittal of responses to this Request for Proposals:

### HIGH SCHOOL INTRUSION SYSTEM

The town of North Providence School District is seeking an RFP for the complete replacement of the existing Intrusion Alarm system including, wiring, installation, and programming for the High School that will provide the ability of notification to an Alarm monitoring company when an entrance door intrusion is made or Motion is detected within the building. The proposed system must meet our Theory of Operation and must include any and all components, wiring, mounting hardware, and programming required for a complete system.

**FOR SECURITY PURPOSES, THOSE REQUESTING TO BID SHALL REQUEST A COPY OF THE FLOOR PLANS (DIAGRAMS): BY EMAILING: [commsdirector@northprovidenceri.gov](mailto:commsdirector@northprovidenceri.gov)**

***Include in the subject matter: Diagrams requested for RFP***

***(NOTE: the requesting email address MUST be from the domain of the requesting company). No plans will be sent to emails that does not contain a domain name of their company. If not available than they must make an appointment in person to obtain the drawings and provide valid employment ID.***

#### THEORY OF OPERATION:

There shall be the same amount of Alarm Keypads, Motion Detectors, Door Contacts as the Existing system. There shall be added Power supplies or any other equipment needed to insure the proper power rating to all detectors, and devices. The System shall be completely re-wired without the use of any existing wires in the system or building. All of the systems devices not limited to, motion sensors, door contacts, keypads shall be replaced. All existing panic buttons shall be replaced with new devices and wiring if applicable. System shall perform with all of the same functions as the existing system.

#### SCOPE OF WORK:

Vendor shall install intrusion alarm system that shall include a minimum of the following

- a. Master alarm panels
- b. Master panel battery backup
- c. 5 Remote operator keypad
- d. Motion detectors (as noted in drawings)
- e. Door contact (all exterior doors)
- f. Telephone line seizure
- g. Panic buttons
- h. Wiring
- i. Programming

**MASTER ALARM PANEL (a)**

- Panel shall be a VISTA 128BPT Commercial panel (or newest model at time of bid)
- Shall be wall mounted in same locations as Current Panel
- An ELK transformer shall be provided as a power source
- Shall have a key lock
- All wiring shall be marked with ledger inside door panel including zone list
- All wires to panel shall have proper knockout fittings to secure wires
- Shall provide 2 additional zones for future use
- Shall provide all hardware to support the wireless panic buttons
- Separate power supply shall be provided to power the motion sensors
- Shall include any and all zone expansion modules
- Shall include any and all modules to connect to a Risedeo Cellular LTE-IA 4G Multi-Path Communicator

COMPLY \_\_\_\_\_

APPENDIX \_\_\_\_\_

**MASTER PANEL BATTERY BACKUP (b)**

- The master panel shall be supplied and wired with battery backup for operations
- Must provide 2 battery backs to sustain the panel for 14 conductive hours
- Shall also provide battery backup for motion sensor power supplies
- Shall be mounted in a secured wall mount enclosure
- Shall be marked with manufacture's date and installation date

COMPLY \_\_\_\_\_

APPENDIX \_\_\_\_\_

**REMOTE OPERATOR KEYPADS (c)**

- There shall be two (5) Keypads HONEYWELL 6140RF Keypads (or newest model at time of bid)
- Keypads shall be located where described in drawing (Front Aut Entrance, Main Entrance lobby, Loading Doc Entrance, Inside Main Office at master panel location, Gym Entrance).
- Keypads shall be hardwired back to Master Panel
- Keypads shall have appropriate decals placed on function buttons such as Police, PANIC, FIRE
- Keypads panic button shall be programmed as a 24 hour silent panic button to alert monitoring company
- Keypads shall have a LED backlit
- Keypads shall have full alpha functionality

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_

**MOTION DETECTORS (d)**

- All Motion Detectors shall be replaced with new Devices, Including wiring.
- Long range models as noted in drawings shall be BOSCH DS-DS778 (or newest model at time of bid)
- Standard motions as noted in drawings shall be BOSCH DS-ISCP1W6 (or newest model at time of bid)
- Shall be wall mounted
- Shall be hardwired back to Master Panel
- Shall be connected to included motion sensor power supply

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_

**DOOR CONTACTS (e)**

- DPDT Door contacts shall be replaced and added where needed.
- New Wiring for door contacts shall be provided.
- Shall provide jumpers from above termination strip to Alarm Master Panel or zone expansion panels location

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_



**TELEPHONE LINE SEIZURE (f)**

- Shall provide a RJ31 jack and cable to be connected to the telephone demarcation location
- Shall be monitored for “Comms failure” and be noted at keypad
- Shall provide a TAMPER zone for the RJ31 jack in the Master Panel

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_

**PANIC BUTTONS (g)**

- Shall be 5 Units and shall be wireless
- Shall be mounted under desks as described in drawings
- Shall be mounted in a location that is out of the way of users lower extremities but accessible for activation
- Shall be momentary buttons
- Shall be supervised by the Master Panel
- Shall include any Velcro strips or screw termination mounts to properly mount to desk provided in the designated rooms. NO double stick adhesives allowed

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_

**WIRING (h)**

- All system wiring SHALL be new and no existing wire shall be used as part of the system.
- All motion sensors shall be hardwired
- All door contacts shall be hardwired
- All keypads shall be hardwired
- All wiring must be included in the RFP
- Any and all conduit shall be included
- Any and all drilling/coring shall be included
- Wires can be run in existing jhooks throughout the building where provided if needed
- All locations that do not have available jhooks or space in jhooks vendor must supply their own means of securing wires along walls and ceilings

- No wires are to be laying upon drop ceiling tiles
- No zip-ties allowed, must use Velcro straps
- All wires run to motions and keypad shall meet manufactures specs for size, and type
- A Cat6 cable shall be run as a spare cable between the keypads and Master Panel
- All wires that need to penetrate sheet rock or concrete walls shall have holes sized appropriately for the cables used and sealed with fire rated caulk when complete
- All devices used shall have their wires concealed behind walls or above drop ceilings

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_

**PROGRAMMING (I)**

- All zoned descriptions shall be programed as specified by the Communications Department
- All codes shall be programmed as specified by the Communications Department
- All cables for programming shall be included and left on site
- All entry and exit delays shall be programmed as specified by the Communications Department
- All keypad function buttons shall be programmed as specified by the Communications Department
- Any programming required by Monitoring Company shall be included

COMPLY \_\_\_\_\_ APPENDIX \_\_\_\_\_

**COMPLIANCE**

- All vendors must be licensed Alarm System installers in the State of RHODE ISLAND
- Al vendors must supply list of any sub- contractors and their licenses used for this project
- All vendors must have completed and list a minimum of 5 similar projects of this size and type
- Must install system per CODE
- Must meet ADA requirements as needed
- Must provide test results upon completion of system installation
- No custom fabrication of products allowed
- Vendor is responsible for all shipping costs
- Vendor will be waived a town permit fee but must pay the ADA fee as required by law

- Vendors shall submit submittals of all equipment and wires used in the project for final approval by the North Providence Communications Department
- Submittals shall be set to the Director at [commsdirector@northprovidenceri.gov](mailto:commsdirector@northprovidenceri.gov)
- All works to be performed during normal business hours. If any afterhours work that needs to be performed because of the vendor being behind schedule, there shall be no additional cost to the project
- Any bucket trucks, booms, or man lifts needed for the project are the sole responsibility of the vendor
- Vendor shall work in cooperation with the Communications Dept. for all installation coordination and access
- Any company that has done work for the town in the past shall have its bid be approved or denied from bidding on this project based on past performance of installation, service, work, response time, or business issues
- This System shall be a turnkey system. Any and all comments, wiring, hardware, software, licenses and anything else needed to have a fully functional system as described in the scope for this project by the Town of North Providence shall be provided in this RFP.

#### **TIMETABLE**

- Installation and testing of the system shall be completed no later than 6 weeks from time of RFP award Date.

**Attachment “B” – Page one**

**NORTH PROVIDENCE SCHOOL DEPARTMENT  
COST PROPOSAL FORM**

Agrees to respond on: **HIGH SCHOOL INTRUSION SYSTEM- NORTH PROVIDENCE SCHOOL DEPARTMENT**

Date and time to be opened: **FRIDAY, SEPTEMBER 20, 2024 at 10 A.M.**

<b>VENDOR NAME:</b>	
<b>VENDOR ADDRESS:</b>	
<b>CITY, STATE, ZIP:</b>	
<b>Soc. Sec. # or Fed. ID #</b>	

The North Providence School Committee and/or its authorized representatives shall have the right to cancel these services in this contract when it is determined that school operations have been delayed by failure of these contractors to render proper services for any reason whatsoever under the terms of the contract, or when any contract conditions and specifications are not met.

The bidder as indicated below, has carefully examined the proposals, specifications, and proposes and agrees, if this proposal is accepted, to contract with the NPSD to provide:

Attachment "B" – Page two

**Proposal Form**

Name of Provider: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Cost Description:

PRICE

**HIGH SCHOOL INTRUSION SYSTEM.....\$ \_\_\_\_\_**