

The Metropolitan School District of Wayne Township

Phone: (317) 988-8600

Fax: (317) 243-5744

www.wayne.k12.in.us

Education Center

1220 South High School Road

Indianapolis, Indiana 46241



REQUEST FOR PROPOSAL

HDMI & Sound Field Installations

Dear Vendor:

You are invited to provide a proposal for the procurement and installation of HDMI cables and (+) the installation only of Lightspeed model 975 AUDIO SYSTEM WITH FLEXMIKE Sound Field Systems in 245 existing classrooms at the following locations:

Bridgeport Elementary

McClelland Elementary

Rhoades Elementary

Robey Elementary

Westlake Elementary

Wayne Preparatory Academy

MSD of Wayne Township has procured and received the sound field audio systems and are storing them in their warehouse for installation.

Proposal Submission Deadline: Tuesday, October 26, 2021, no later than 1:00pm.

Thank you for taking part in this process. [Please register here if you are interested in this project: https://forms.gle/y9oGEY9pLsrM3t746](https://forms.gle/y9oGEY9pLsrM3t746)

If you have any questions or require clarification on any aspect of this project, please contact:

Pete Just CTO/COO MSD of Wayne Township

pete.just@wayne.k12.in.us



WE ARE WAYNE!

GREAT SCHOOLS :: GREAT COMMUNITY

A - Uniform Proposal Requirements

The following pages represent the uniform requirements that must be met in order to submit bids/quotes to MSD of Wayne Township Sound Field & HDMI cable installation RFP. It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified within.

1.00 ADVERTISEMENT FOR BIDS AND BIDDER RESPONSE INSTRUCTIONS

- 1.01 MSD of Wayne Twp. will receive proposals from qualified contractors for the procurement and installation of HDMI cables and the installation only of Lightspeed model 975 AUDIO SYSTEM WITH FLEXMIKE Sound Field Systems in 245 existing classrooms at five schools. Vendors are asked to bid on all aspects of this RFP. Qualified bidders will be authorized resellers, and/or experienced in the installation of the products listed the RFP. The MSD of Wayne Twp. will retain the right and has complete discretion to qualify or disqualify all bidders on the basis of available information concerning the bidder's qualifications and ability to provide the product, installation, maintenance and service.
- 1.02 The bid opening will be Tuesday, October 26, 2021, at 1:00pm. All bids must be received by 1:00pm Wednesday, October 26, 2021 to be included in the bid opening. No late bids will be considered. Bid responses must be sealed and sent to the following address:
- ATTN: MSD OF WAYNE TWP / Pete Just
1220 South High School Road, Indianapolis, IN 46241
- 1.03 MSD of Wayne Twp. reserves the right to accept or reject any and all bids.
- 1.04 **Walkthrough:** All bidders are invited to attend a walkthrough meeting beginning at Rhoades Elementary (502 S. Auburn St., Indianapolis, IN 46241) at 3:30pm on Monday, October 11th, 2021. Included in this walkthrough meeting will be an opportunity for a question and answer session with district staff.
- 1.05 **Clarifications and Corrections:** Please direct any questions regarding this RFP to Pete Just, CTO/ COO at pete.just@wayne.k12.in.us
- 1.06 **Bid Evaluations:** Considerations for awarding contracts will include price, product quality, service, delivery, and maintenance of products and/or services, adherence to specifications, past performance to the District, vendor/contractor reliability, warranties and familiarity with the projects and the facilities of the District. The MSD of Wayne Twp. will evaluate the merits of all Bids submitted and reserves the right to accept or reject any or all Bids.

2.00 SCOPE OF WORK

- A. Provide quantity qty of 245 60 Hz HDMI cables with installation as specified in the bid response sheet.
- B. Provide installation of 245 Sound Field systems as specified in the bid response sheet.
- C. Existing conditions include but are not limited to: Teacher PC to remain, Ceiling mounted projector to remain, ceiling mounted speakers near the projector to remain, AV cabling to the teacher location to remain, *VGA or similar video cabling to be removed*. Items to remain are to be connected to allow for the proper functioning of a complete working system.
- D. Installation will begin as soon as possible. All work will be required to be done at times where school is not in session. Vendor will work with owner to schedule these installation times. This will most probably include evenings and weekends. All work is to be completed by EOB April 1, 2022.
- E. **Locations:** [PJ1]
- 1 Bridgeport Elementary: 9035 W. Morris St., Indianapolis, IN 46231
 - 2 McClelland Elementary: 6740 W. Morris St., Indianapolis, IN 46241
 - 3 Rhoades Elementary: 502 S. Auburn St., Indianapolis, IN 46241

- 4 Robey Elementary: 8700 W. 30th St., Indianapolis, IN 46234
- 5 Westlake Elementary: 271 N. Sigsbee St., Indianapolis, IN 46214
- 6 Wayne Preparatory Academy[PJ2]: 5248 W. Raymond St., Indianapolis, IN 46241

2.01 Equipment Specifications and Installation Details:

1. HDMI from the teacher location to existing Casio Projector:
 - a. Install the HDMI cable following specifications provided by manufacturer to allow HDMI cable to work as advertised.
 - b. Cabling from ceiling to the teacher location shall be mounted in wire management. Cabling to wall location of control panel will be installed in wire management.
 - c. All cabling above drop ceiling will be plenum rated.
 - d. Connect HDMI to the existing projector and existing teacher desktop PC.
 - e. Verify with owner the functionality of provided and installed HDMI cabling in each room.
2. Lightspeed 975 AUDIO SYSTEM WITH FLEXMIKE Sound Field System
 - a. 975 Access Audio System Equipment will be provided by the district, includes the following equipment:
 - 975 Classroom Audio System and Power Supply
 - FMN Flexmike
 - Microphone Cradle Charger and Power Supply
 - b. Install the audio receiver/amplifier above the LCD projector in each learning space following the specifications provided by the manufacturer to allow the amplification system to work as advertised.
 - c. Secure the audio receiver/amplifier to the projector mount.
 - d. Utilize existing AV cabling and speakers that are currently in use or propose alternates in RFP.
 - e. The purchased system includes a microphone and the mixer/amplifier. Speaker cables shall be connected in a fashion to match amplifier's rated Ohm load.
 - f. Connect speaker wires and all audio inputs to the mixer/amplifier. Adjust all inputs, outputs and audio controls to provide even sound between each input. Tune the system to provide clear audio without feedback.
 - g. After installation, the entire audio system shall be configured to be a complete working system. The entire system shall be tested.
 - h. It shall be demonstrated that each speaker is connected and in good working order, that all system inputs are connected and working as advertised.

It shall be further demonstrated that all audio can be easily heard throughout each room where speakers have been installed.

3.0 PROPOSAL

1. The response to the RFP may not be emailed, and must be sealed and delivered as noted previously in the bid document.
2. All submittals will include:
 - Proposal(s)
 - Bid Response Page
 - Bid Signature Page
 - 3 References, one being a school or school district, preferably of similar size to those in the MSD of Wayne Township
3. Each sheet of descriptive literature submitted shall be clearly marked to identify the material and equipment.

4.0 PRODUCTS

Any material and equipment installed within MSD of Wayne Twp. school buildings shall be furnished new and listed by Underwriters' Laboratories Inc. or other applicable testing agencies.

5.0 Indemnification

The selected vendor/contractor shall indemnify and hold harmless the District and its agents and employees from and against all claims, damages, losses and expenses including attorneys' fee arising out of or resulting from the performance of the project; provided that any such claim, damage, loss or expense is attributable to a) bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including the loss of use resulting from and b) is caused in whole or in part by any act or omission of the selected vendor/contractor, and/or Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. In any and all claims against the District or any of its agents or employees, by any employee of the selected vendor/contractor, and/or Subcontractor, anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitations on the amount or type of damages, compensation or benefits payable by or for the selected vendor/contractor and/or any Subcontractor under workmen's compensation acts, disability benefit acts or other employee benefit acts.

6.0 Force Majeure

Except for the District's obligation to pay the selected vendor/contractor, neither party shall be liable for any failure to perform its obligations under the awarded contract or any Scope of Work if prevented from doing so by a cause or causes beyond its control, including without limitations, acts of God or public enemy, failure of suppliers to perform, fire, floods, storms, earthquakes, riots, strikes, war, and restraints of government.

7.0 Liability Requirements

The selected vendor/contractor shall be responsible for initiation, maintaining, and supervising all safety precautions and programs in connection with the project. The selected vendor/contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to 1) all employees on the project and other persons who may be affected thereby, 2) all the SOW and all materials and equipment to be incorporated therein, and 3) other property at the site or adjacent thereto.

See linked critical documents:

[Lightspeed model 975 AUDIO SYSTEM WITH FLEXMIKE Sound Field Systems web page](#)

[Lightspeed model 975 AUDIO SYSTEM WITH FLEXMIKE Sound Field Systems User Manual](#)

[Lightspeed model 975 AUDIO SYSTEM WITH FLEXMIKE Sound Field Systems Installation Guide](#)

[HDMI Cable details sheet](#)

[School classroom Breakdown sheet](#)